Frontenac County Council Meeting
Wednesday, April 17, 2019 – 1:00 p.m.
The Frontenac Room, County Administrative Building
2069 Battersea Road, Glenburnie, ON

AGENDA

Page

Call to Order

Closed Session

Approval of Addendum

Disclosure of Pecuniary Interest and General Nature Thereof

Adoption of Minutes

8 - 15 a) Minutes of Meeting held March 20, 2019

Resolved That the minutes of the regular Council meeting held March 20, 2019 be adopted.

16 - 19 b) Minutes of Committee of the Whole Meeting held March 27, 2019

Resolved That the minutes of committee of the whole meeting held March 27, 2019 be adopted.

Deputations and/or Presentations

20 - 24 a) **Mr. Howard Allan**, Allan Chartered Accountants, will provide County Council with a briefing regarding the 2018 County Audit

25 - 46 b) **Patrick Connor,** Executive Director, Ontario Trails Council, will provide an update on the advocacy work of the Ontario Trails Council to establish funding, provincial policy and regional connections.

47 - 55 c) **Ella Vanderburgt** and **Katie Ross** of Vandeross Business Strategies and Skills Training will address Council in regards to making Frontenac County "Freelancer friendly" and the 30-day Coworking Takeover Challenge.

Proclamations

a) **Emergency Preparedness Week**
May 5 to May 11, 2019

Whereas the Council of the County of Frontenac recognizes the importance of everybody being prepared for emergencies;

And Whereas the goal of Emergency Preparedness Week is to raise community awareness and the need to prepare for the possibility of an emergency;

And Whereas the safety of our community is the responsibility of each and every one of us, we must prepare now and learn how to secure a strong and healthy tomorrow;

Now Therefore Be It Resolved That the Council of the County of Frontenac hereby proclaim the week of May 5 to May 11, 2019, to be **Emergency Preparedness Week** throughout the County of Frontenac with the theme of "**Emergency preparedness starts with you, #Prepare Your Selfie!**";

And Further That all citizens are encouraged to make a plan, build a kit, stay informed and to participate in educational activities on emergency preparedness.

b) **Paramedic Services Week**
Paramedics: Celebrating Success
May 26 to June 1, 2019

Whereas each year the paramedics of Frontenac Paramedic Services will respond to approximately 22,000 calls for assistance from the public;

And Whereas the paramedics are ready to provide lifesaving care to those in need 24 hours a day, 7 days a week, 365 days a year;

And Whereas access to quality emergency medical care dramatically improves the survival and recovery rate of those who experience sudden illness or injury;

And Whereas the members of paramedic services teams, engage in thousands of hours of specialized training and continuing education to enhance their life saving skills;

And Whereas the members of paramedic services teams often find themselves in dangerous and traumatic situations requiring spontaneous decision-making;

And Whereas the members of paramedic services teams provide a vital pre-hospital service to the residents of the geographic area of the County of Frontenac and the City of Kingston;

Therefore Be It Resolved That the week of May 26 to June 1 ,2019 be proclaimed **Paramedic Services Week** in the County of Frontenac with the theme of "**Paramedics: Celebrating Success "**.

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

56 - 89

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

Unfinished Business

Recommend Reports from the Chief Administrative Officer

90 - 92

a) **2019-038**
Emergency and Transportation Services
Requests for Donation of Surplus Ambulances to Local Agencies and Non-Government Organizations (NGOs);

Recommendation

That the Council of the County of Frontenac receive the Emergency and Transportation Services – Requests for Donation of Surplus Ambulances to Local Agencies and Non-Government Organizations (NGOs);

And Further That the Council of the County of Frontenac direct staff to include a step in the disposal procedure for the donation of a surplus ambulance, once a Council term, to local social/community agencies or any Non-Government Organizations (NGOs).

93 - 103

b) **2019-041**
Corporate Services
2019 User Fees and Charges By-law

Recommendation

Resolved That County Council receive the Corporate Services – 2019 User Fees and Charges for Services By-law report;

And Further That Council pass a by-law later in the meeting to Impose User Fees and Charges for Services and rescind By-law 2013-0010 being a By-law to Impose User Fees and Charges for Services.

104 - 233 c) **2019-043**
Corporate Services - Planning and Economic Development
Amendment Number 6 to the Township of Frontenac Islands Official Plan to amend Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island) – Frontenac Islands Bylaw No. 15-2018

Recommendation

Whereas the Council of the County of Frontenac considered all written and oral submissions received on this application, the effect of which helped Council to make an informed decision;

Be It Resolved That the Council of the County of Frontenac approve Official Plan Amendment No. 6 to the Township of Frontenac Islands Official Plan to amend Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island) as contained in By-Law No.15-2018 attached to this report as Appendix A.

234 - 269 d) **2019-044**
Corporate Services
2018 County of Frontenac Audited Financial Statements

Recommendation

Resolved That the Council of the County of Frontenac receive the Corporate Services - 2018 Audited Financial Statements report;

And Further That the Council of the County of Frontenac approve the 2018 Audited Financial Statements of the Corporation of the County of Frontenac.

Information Reports from the Chief Administrative Officer

270 - 277 a) **2019-039**
Corporate Services
2018 County of Frontenac Investment Report

278 - 280 b) **2019-040**
Corporate Services – Finance
2019 Reserve and Reserve Funds

281 - 282 c) **2019-042**

Emergency and Transportation Services – Frontenac Paramedic Services
Station Locations in the West End of Kingston – Update #1

Reports from Council Liaison Appointees

a) Emergency and Transportation Services - Councillor Higgs

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

c) Corporate Services - Councillor MacDonald

d) Planning and Economic Development - Councillor Revill

Reports from External Boards and Committees

a) Kingston Frontenac Library Board Update - Councillor Revill

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

c) Housing and Homelessness Committee Update - Deputy Warden Smith

d) 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

Giving Notice of Motion

Communications

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

a) From Steve Clark, Minister of Municipal Affairs and Housing [Distributed to Members of County Council March 22, 2019]

b) Invitation from The University Hospitals Kingston Foundation

[Distributed to Members of County Council March 22, 2019]

c) From The Township of Lake of Bays providing a copy of letter sent to Mike Myatt Investing in Canada Infrastructure Program
[Distributed to Members of County Council March 29, 2019]

d) From the Parham Agricultural Society requesting financial support for the 2019 Parham Fair
[Distributed to Members of County Council March 29, 2019]

e) 2019 Annual FCM Conference Early Bird Registration
[Distributed to Members of County Council March 29, 2019]

f) Letter from the Ministry of Infrastructure and Communities regarding 2019 Gas Tax Fund
[Distributed to Members of County Council April 5, 2019]

g) Letter from the Honourable Sylvia Jones, Solicitor General
[Distributed to Members of County Council April 12, 2019]

h) Letter from Morrison Hershfield regarding the Detail Design Study and Environmental Assessment Dawson Point Ferry Dock Mooring Dolphin Upgrades
[Distributed to Members of County Council April 12, 2019]

i) Resolution from the Corporation of the Township of Tudor and Cashel regarding Hydro Delivery Fees
[Distributed to Members of County Council April 12, 2019]

j) From the Town of Saugeen Shores providing Council Report and Resolution on Bi-Lateral Investing in Canada Infrastructure Program
[Distributed to Members of County Council April 12, 2019]

k) Resolution from the Municipality of Brockton regarding Bi-Lateral Investing in Canada Infrastructure Program
[Distributed to Members of County Council April 12, 2019]

Other Business

Public Question Period

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

a) First and Second Reading

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

b) Third Reading

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

By-Laws

283 - 292 a) To Impose User Fees and Charges for Service
[Proposed By-law No. 2019-0019]

293 - 294 b) To Confirm all Actions and Proceedings of County Council on April 17, 2019
[Proposed By-law No. 2019-0020]

Adjournment

FRONTENAC

Minutes of the Regular Meeting of Council
March 20, 2019

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, March 20, 2019 and was called to order 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, Deputy Chief of Operations – FPS
Joe Gallivan, Director of Planning and Economic Development
Susan Brant, Director of Corporate Services/Treasurer
Lisa Hirvi, Administrator-Fairmount Home
Jannette Amini, Manager of Legislative Services/Clerk
Marco Smits, Communications Officer
Richard Allen, Manager of Economic Development
Kevin Farrell, Manager of Continuous Improvement/GIS

1 Closed Session

2 Approval of Addendum

Motion #: 46-19 Moved By: Councillor Revill
Seconded By: Councillor MacDonald

Resolved That the addendum for the March 20, 2019 meeting of the Council of the County of Frontenac be approved.

Carried

3 Disclosure of Pecuniary Interest and General Nature Thereof

There were none.

4 Adoption of Minutes

a) Minutes of Meeting held February 20, 2019

Motion #: 47-19 Moved By: Councillor Doyle
Seconded By: Councillor Vandewal

Resolved That the minutes of the regular Council meeting held February 20, 2019 be adopted.

Carried

5 Deputations and/or Presentations

a) **Mr. Wayne Conway,** Verona Community Association provided County Council with a presentation on the Verona Trailhead Partnership with the County.

[See Information Reports from the Chief Administrative Officer, clause d)]

6 Proclamations

7 Move into Committee of the Whole

Motion #: 48-19 Moved By: Councillor Martin
Seconded By: Councillor Revill

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

Carried

8 Briefings

a) **Mr. Kelly** Pender, Chief Administrative Officer, provided Council with his monthly CAO briefing, including updates received today from the Municipal Finance Officers Association regarding the Federal budget and from the Province of Ontario regarding recent funding allocation announcements to rural municipalities.

b) **Mr. Kevin Farrell,** Manager of Continuous Improvement, briefed County Council on Report 2019-032, Key Performance Indicators (KPIs) and Lean Program Updates.

[See Information Reports from the Chief Administrative Officer clauses a)]

9 Unfinished Business

10 Recommend Reports from the Chief Administrative Officer

a) 2019-031
Emergency and Transportation Services
2018 Legislated Response Time Standard Performance Plan

Motion #: 49-19 Moved By: Councillor MacDonald
Seconded By: Councillor Higgs

Resolved That the Council of the County of Frontenac receive the Emergency and Transportation Services – 2018 Legislated Response Time Standard Performance Plan Reporting to Ministry of Health and Long Term Care (MOHLTC) for information,

And Further That the 2018 Response Time Standard Performance Plan outcomes for the County of Frontenac be reported to the Director, Emergency Health Regulatory and Accountability Branch, Ministry of Health and Long Term Care as required by legislation.

Carried

b) 2019-033
Emergency and Transportation Services
Property Acquisition – Parham Ambulance Base

Motion #: 50-19 Moved By: Councillor Vandewal
Seconded By: Councillor Doyle

Resolved That the Council of the County of Frontenac receive the Emergency and Transportation Services – Property Acquisition – Parham Ambulance Base report for information;

And Further That Council pass a by-law later in the meeting authorizing the Warden and Clerk to enter into an Agreement of Purchase and Sale and any other required documents, in a form satisfactory to the County Solicitor, for the purchase of Part of Lot 21 & 22, Con 3, Pts 1 & 2, 13R16655; Except PT 1; 13R20026, Hinchinbrooke, Township of Central Frontenac being Part of PIN 36159-0500, in the amount of One Hundred and Eighty Thousand Dollars ($180,000) plus legal fees and closing costs;

And Further That Council directs the Director of Corporate Services/Treasurer to borrow from the County asset replacement reserve the cost of the acquisition and the cost of the repairs for water seepage, to be replenished over its 20 year useful life cycle as an annual allocation to the reserve.

Carried

11 Information Reports from the Chief Administrative Officer

a) 2019-032
Corporate Services
Key Performance Indicators (KPIs) and Lean Program Update

b) 2019-034
Corporate Services
Four Month Attendance Management Report Card

c) 2019-035
Corporate Services
2018 Remuneration and Reimbursement of Expenses to Council Members and Non-Council Appointees Report

d) 2019-036
Planning and Economic Development
Update on Verona Trailhead Partnerships

e) 2019-037
Planning and Economic Development
RTO 9 Marketing Allocation

12 Reports from Council Liaison Appointees

a) Emergency and Transportation Services - Councillor Higgs

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

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

Councillor Martin provided an overview of the Long Term Care (Fairmount Home) liaison activities since the last Council meeting.

c) Corporate Services - Councillor MacDonald

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

d) Planning and Economic Development - Councillor Revill

No Report.

13 Reports from External Boards and Committees

a) Kingston Frontenac Library Board Update - Councillor Revill

Councillor Revill provided an overview of the Kingston Frontenac Library Board activities since the last Council meeting.

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

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

c) Housing and Homelessness Committee Update - Deputy Warden Smith

No Report.

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

Councillor Higgs provided an overview of the Food Policy Council, Kingston, Frontenac Lennox and Addington activities since the last Council meeting.

14 Reports from Advisory Committees of County Council

a) Report of the Administrative Building Design Task Force

Motion #: 51-19 Moved By: Councillor Revill
Seconded By: Councillor Martin

That the Report received from the Administrative Building Design Task Force be received and adopted.

Report of the Administrative Building Design Task Force

The Administrative Building Design Task Force reports and recommends as follows:

1. **2019-029**
Shared Facility Analysis – Colbourne & Kembel, Architects

Whereas the Committee has reviewed the Shared Facility Analysis report prepared by Colbourne & Kembel Architects (CKA),

Whereas, the CKA analysis confirms that the savings for the County of Frontenac, Township of South Frontenac and Cataraqui Region Conservation Authority are of sufficient magnitude to merit continued investigation of a joint facility,

Be It Resolved That Council authorize the Administrative Building Design Task Force to participate in a joint meeting (or series of meetings) with the potential partners intended to address questions of ownership model, site selection and servicing,

And Further That, the Committee Chair and Chief Administrative Officer report back to County Council on a regular basis prior to making a final recommendation to County Council.

Carried

15 Return to Council

Motion #: 52-19 Moved By: Councillor Higgs
Seconded By: Councillor MacDonald

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

Carried

16 Adoption of the Report of the Committee of the Whole Council

Motion #: 53-19 Moved By: Deputy Warden Smith
Seconded By: Councillor Doyle

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

Carried

17 Motions, Notice of Which has Been Given

18 Giving Notice of Motion

19 Communications

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

a) Letter from Township of Lake of Bays regarding maintaining the Voters' List for Municipal Elections
[Distributed to Members of County Council February 22, 2019]

b) From the Kingston Frontenac Housing Corporation providing February 25, 2019 Board Package
[Distributed to Members of County Council February 22, 2019]

c) From the Township of Frontenac Islands regarding Resolution concerning monitoring the crossings of the Frontenac Howe Islander Ferry
[Distributed to Members of County Council February 22, 2019]

d) Letter from Deputy Mayor Bruce Higgs regarding Transportation Capacity for Frontenac County Ferry
[Distributed to Members of County Council February 22, 2019]

e) From the Town of Saugeen Shores regarding Resolution No. 17-2019
[Distributed to Members of County Council March 8, 2019]

f) Council Report from The Corporation of The Town of Saugeen Shores
[Distributed to Members of County Council March 8, 2019]

g) Invitation to attend the Land Ideas and Practices for North Frontenac March 22 2019
[Distributed to Members of County Council March 8, 2019]

h) From the City of Quinte West regarding Resolution on bottled water
[Distributed to Members of County Council March 15, 2019]

20 Other Business

a) Appointments to Advisory Committees

Motion #: 54-19 Moved By: Councillor Revill
Seconded By: Deputy Warden Smith

That Councillor Doyle be appointed to the Community Development Advisory Committee (CDAC) for the term of Council; and,

That Councillor Martin be appointed to the Frontenac Accessibility Advisory Committee for the term of Council; and,

That Councillor Vandewal be appointed to the Rural Urban Liaison Advisory Committee (RULAC) whose term will expire November 30, 2020.

Carried

b) Motion of Support for Election of Deputy Warden Smith to the Eastern Ontario Regional Network (EORN) Board of Directors

Motion #: 55-19 Moved By: Councillor Revill
Seconded By: Councillor MacDonald

Whereas Deputy Warden Smith was first elected to the EORN Board in 2017;

And Whereas Deputy Warden Smith has expressed her intention to run for re-election to the EORN Board;

Therefore Be It Resolved That the Council of the County of Frontenac supports and endorses Deputy Warden Smiths bid for re-election to the Eastern Ontario Regional Network (EORN) Board of Directors.

Carried

21 Public Question Period

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

a) First and Second Reading

Motion #: 56-19 Moved By: Councillor Higgs
Seconded By: Councillor 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 #: 57-19 Moved By: Councillor Higgs
Seconded By: Councillor 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 Warden and Clerk to Execute an Agreement of Purchase and Sale for Lands
[Proposed By-law No. 2019-0016]
b) To appoint Members of Council to Frontenac County Advisory Committees
[Proposed By-law No. 2019-0017]
c) To Confirm All Actions and Proceeding of County Council on March 20, 2019
[Proposed By-law No. 2019-0018]

23 Adjournment

Motion #: 58-19 Moved By: Councillor Vandewal
Seconded By: Councillor Martin

That the meeting hereby adjourn at 10:37 a.m.

Carried

Ron Higgins, Warden

Jannette Amini, Clerk

Minutes of the Committee of the Whole Strategic Planning Session
March 27, 2019

A meeting of the Committee of the Whole was held in the Frontenac Room of the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, March 27, 2019 at 9:00 a.m.

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
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
Gale Chevalier, Deputy Chief of Operations
Joe Gallivan, Director of Planning and Economic Development
Richard Allen, Manager of Economic Development
Megan Rueckwald, Manager of Community Planning
Kevin Farrell, Manager of Continuous Improvement/GIS

Disclosure of Pecuniary Interest and General Nature Thereof

There were none.

Strategic Planning Workshop

Mr. Rob Wood and Ms. Kathy Wood, 8020 Info Inc. took Council through each of the major strategic issues to be discussed.

Lightning Round: Reactions to advance input & township consultations

Members of Council were provided with the opportunity to each provide their respective thoughts on the input and information that was received through the public consultation phase carried out by the consultants.

Developing /Confirming a Vision for the County

Members of Council were given the opportunity to each provide their respective thoughts on the County's current Vision and ideas on potential changes.

Strategic Choices

Members of Council were each providing three voting cards, with green indicating a yes vote, yellow indicating a maybe vote and red indicating a no vote. Each were then given the opportunity to provide their respective input, thoughts and recommended suggestions and/or changes to each of the 14 strategies that were identified through the public consultation.

1. **What leadership role should the County play?**

Members of Council provided a yes vote that the County is interested in providing a leadership role, depending on the issue, with the emphasis being on an external role regarding high level issues and matters of common interest. There is also the potential for the County to take the lead on researching those issues as well as developing potential solutions.

2. **Strategic approaches for working with other municipalities & partners**

Consensus was that this is not a special priority to be developed in detail but that the County should continue to carry on as it is currently doing.

3. **Pressures for connectivity/responding to broadband/cell service gaps**

Consensus was that this is not a priority for the County.

4. **Responding to environmental concerns & applying a climate "lens"**

Consensus was that adopting a climate lens is not a priority of the County nor should it be a special initiative.

5. **Priorities for transportation services (moving people, ferries)**

Consensus was that this is a high level issue that should be explored under leadership; however is not a strategic priority of the County.

6. **Playing a role in funding roads/bridges, or not?**

Consensus was that there is a collaborative role for the County to play in funding roads/bridges.

Consensus was that the County should be looking at longer term regional transportation solutions.

The Committee of the Whole recessed at 10:43 a.m.

The Committee of the Whole reconvened at 10:51 a.m.

7. **Priorities and direction for economic development**

Consensus was to maintain economic development as a high profile priority for the County.

8. Strategic choices related to planning & development

Consensus was that the County carry on as part of the work it is currently doing in terms of planning and development.

9. Financial, taxation and debt parameters

Consensus was that the issue of financial, taxation and debt parameters come back to Council with some framing of keeping taxation in line with inflation as well as looking at other revenue sources and finding efficiencies.

10. **Long Term Care and what to do with Fairmount building**

Consensus was to bring back a proposal for it to be a priority that Fairmount Home remain at its existing site and looking at ways for improving/expanding/optimizing its current footprint.

11. **Reviewing County options for Administrative Offices**

Consensus was to affirm the County's current course of working with third parties for a potential shared administrative building.

12. **Priorities for Paramedic Services**

Consensus was that this belongs under leadership as opposed to being a strategic priority for the County.

13. **Background on Financial Services**

Consensus was that this is an operational issue.

14. **Other strategies to be proposed**

Members of Council were provided with the opportunity to each provide their thoughts on other strategic priorities that did not come up during public consultations. The issue of potential discussions on restructuring arose.

Consensus was that the County hold off on any re-structuring discussions or investigations until more information is provided by the Province.

Mission Review/Confirmation (changes required after discussion?)

Consensus was to hold off on any Mission review until the end of the Strategic Planning exercise.

Wrap-up, Next Steps and Takeaways

The consultants will take the feedback provided during today's session and prepare a draft report to come back to Council at its May 15th meeting.

Adjournment

Motion #:	Moved By:	Councillor Vandewal
	Seconded By:	Councillor Higgs

That the meeting hereby adjourn at 12:13 p.m.

Carried

County of Frontenac
Consolidated Statement of Operations

For the year ended December 31	(Note 16) Budget	2018	2017
	$	**$**	$
REVENUES			
Taxation ▸ from other governments	9,870,894	**9,822,762**	9,400,270
User charges	3,388,988	**3,512,732**	3,411,593
Government grants ▸ provincial	16,296,061	**16,999,875**	16,013,414
▸ other municipalities	9,741,708	**10,022,082**	9,118,317
▸ Federal	297,500	**65,497**	171,822
Deferred revenues earned (note 4)	801,884	**852,018**	842,313
Provincial offences fines penalties	127,195	**87,968**	143,503
Investment income	140,000	**240,449**	165,722
Other income	770,473	**605,815**	747,151
TOTAL REVENUES	41,434,703	**42,209,198**	40,014,105
EXPENDITURES			
General government	2,866,490	**2,860,512**	2,769,691
Protection to persons and property	6,900	**4,138**	3,239
Transportation services	1,026,067	**1,108,942**	1,039,255
Ambulance services	17,430,980	**17,832,510**	16,662,373
Health services	758,049	**758,049**	746,847
Social and family services	14,419,988	**14,368,606**	13,645,575
Libraries	852,147	**831,347**	821,097
Social housing	739,154	**681,181**	689,128
Planning and development	1,057,144	**1,090,698**	1,368,747
Other	983,245	**1,061,430**	952,184
TOTAL EXPENDITURES	40,140,164	**40,597,413**	38,698,136
NET REVENUES FROM OPERATIONS	1,294,539	**1,611,785**	1,315,969
OTHER			
Grants and transfers related to capital Other municipalities	191,871	**10,739**	444,359
ANNUAL SURPLUS	1,486,410	**1,622,524**	1,760,328
MUNICIPAL EQUITY, BEGINNING OF YEAR	30,081,672	**30,081,672**	28,321,344
MUNICIPAL EQUITY, END OF YEAR	31,568,082	**31,704,196**	30,081,672

The accompanying notes are an integral part of these consolidated financial statements.

Mr. Howard Allan , Allan Chartered Accountants, will provide County Coun...

County of Frontenac
Consolidated Statement of Changes in Net Financial Assets

For the year ended December 31	(Note 16) Budget	2018	2017
	$	$	$
ANNUAL SURPLUS	1,486,410	**1,622,524**	1,760,328
Amortization of tangible capital assets	1,452,373	**1,615,680**	1,576,423
Acquisition of tangible capital assets	(1,561,346)	**(1,888,654)**	(2,161,531)
Gain on sale of tangible capital assets	---	**(180,581)**	(26,936)
Proceeds on sale of tangible capital assets	---	**208,295**	67,072
Acquisition of inventories of supplies	---	**(215,342)**	(203,559)
Acquisition of prepaid expenses	---	**(52,636)**	(29,672)
Consumption of inventories	---	**203,559**	225,140
Use of prepaid expenses	---	**29,672**	95,066
	(108,973)	**(280,007)**	(457,997)
INCREASE IN NET FINANCIAL ASSETS	1,377,437	**1,342,517**	1,302,331
NET FINANCIAL ASSETS, BEGINNING OF YEAR	6,321,639	**6,321,639**	5,019,308
NET FINANCIAL ASSETS, END OF YEAR	7,699,076	**7,664,156**	6,321,639

The accompanying notes are an integral part of these consolidated financial statements.

Mr. Howard Allan , Allan Chartered Accountants, will provide County Coun...

County of Frontenac
Consolidated Statement of Financial Position

December 31	2018	2017
	$	$
ASSETS		
Financial Assets		
Cash	**6,738,865**	9,258,193
Investments	**8,154,731**	4,485,972
Accounts receivable	**2,318,231**	3,015,857
	17,211,827	16,760,022
LIABILITIES		
Financial Liabilities		
Accounts payable and accrued liabilities	**3,736,910**	3,510,814
Employee future benefit obligations (note 3)	**324,459**	311,886
Deferred revenues	**183,357**	136,768
Deferred revenues ▸ obligatory reserve fund (note 4)	**209,879**	213,534
Long term liabilities (note 5)	**5,093,068**	6,265,381
	9,547,673	10,438,383
NET FINANCIAL ASSETS	**7,664,154**	6,321,639
NON-FINANCIAL ASSETS		
Tangible capital assets (note 14)	**23,772,063**	23,526,802
Inventories	**215,343**	203,559
Prepaid expenses	**52,636**	29,672
	24,040,042	23,760,033
Commitments (note 11) Contingent Liabilities (note 9)		
MUNICIPAL EQUITY (note 6)	**31,704,196**	30,081,672

The accompanying notes are an integral part of these consolidated financial statements.

Mr. Howard Allan , Allan Chartered Accountants, will provide County Coun...

County of Frontenac
Five Year Financial Review
(not subject to audit)

December 31	2018	2017	2016	2015	2014
Population (Statistics Canada)	**26,677**	26,677	26,677	26,375	26,375
Number of Households (MPAC)	**19,588**	19,461	19,358	19,296	19,183
Taxable Assessment (000's)	**$**	$	$	$	$
Residential	**5,351,072**	5,229,875	5,274,145	4,994,041	4,717,670
Multi-residential	**6,006**	5,697	5,416	5,093	4,769
Commercial	**50,325**	49,096	48,787	47,928	47,059
Industrial	**16,468**	15,368	13,117	12,249	12,137
Farmland	**180,121**	153,079	130,330	125,041	118,822
Total	**5,603,992**	5,453,115	5,471,795	5,184,352	4,900,457
Rates of Taxation					
▸ residential (municipal)	**0.178446**	0.175201	0.166857	0.170059	0.171918
▸ multi-residential (municipal)	**0.178446**	0.175201	0.166857	0.170059	0.171918
▸ commercial (municipal)	**0.178446**	0.175201	0.166857	0.170059	0.171918
▸ industrial (municipal)	**0.178446**	0.175201	0.166857	0.170059	0.171918
Revenues for County Purposes (000's)	**$**	$	$	$	$
▸ Taxation	**9,823**	9,400	9,041	8,745	8,356
▸ Government transfers	**27,087**	25,304	24,619	23,536	23,312
▸ Other	**5,299**	5,310	4,948	4,907	5,124
▸ Revenues related to capital assets	**11**	444	746	(1,370)	1,996
Total	**42,220**	40,458	39,354	35,818	38,788
Expenditures (000's)					
▸ Operations	**40,597**	38,698	38,642	37,147	36,128
▸ Amortization	**1,616**	1,576	1,420	1,508	1,417
Net Financial Assets (Net Debt)					
▸ % of Operating Revenue **(>(20%))****	**18.16%**	15.80%	13.00%	13.15%	9.81%
▸ % of Taxation **(>(50%))****	**78.02%**	67.25%	55.52%	56.10%	45.54%

**** Represents the Provincial Low Risk Indicator.**
(Note: All dollar amounts are in thousands of dollars.)

Mr. Howard Allan , Allan Chartered Accountants, will provide County Coun...

County of Frontenac
Five Year Financial Review
(not subject to audit)

December 31	2018	2017	2016	2015	2014
	$	$	$	$	$
Long Term Debt					
▸ Net long term debt (000's)	**5,093**	6,265	7,368	8,406	9,381
▸ Long term debt charges (000's)	**1,528**	1,528	1,528	1,528	1,528
▸ Total annual repayment limit (000's)	**2,236**	2,194	2,092	1,959	1,443
▸ Long term debt per household (Frontenac portion)	**83**	83	83	95	107
▸ Debt charges (000's)					
▸ tax supported	**334**	334	334	334	334
▸ City of Kingston	**711**	711	711	711	711
▸ Government of Ontario	**483**	483	483	483	483
Municipal Equity (000's)					
▸ Surplus and Reserves	**13,103**	12,889	12,770	13,619	13,468
▸ Invested in capital assets	**18,679**	17,261	15,614	14,048	15,520
▸ Asset consumption ratio	**37.27%**	36.40%	35.38%	34.81%	30.38%
▸ Reserves as % of operating expenses **(>20%)****	**32.27%**	33.31%	33.05%	36.66%	37.28%
Financial Indicators					
▸ Sustainability					
▸ financial assets to liabilities	**1.8027**	1.6056	1.3997	1.3753	1.2443
▸ financial assets to liabilities excluding long term debt	**3.8638**	4.0163	3.3864	3.8531	3.1281
▸ long term debt to tangible capital assets	**21.42%**	26.63%	32.06%	37.44%	37.67%
▸ capital reserves to accumulated amortization	**43.03%**	47.34%	51.40%	53.71%	53.57%
▸ Flexibility					
▸ Debt charges to total operating revenue **(<5%)****	**3.62%**	3.82%	3.96%	4.12%	3.94%
▸ Total operating revenue to taxable assessment	**0.75%**	0.73%	0.71%	0.72%	0.79%
▸ Working capital to operating expenses **(>10%)****	**31.42%**	32.53%	32.06%	35.83%	36.50%
▸ Vulnerability					
▸ Operating government transfers					
▸ to operating revenue	**64.17%**	63.24%	63.77%	63.36%	63.36%
▸ Total government transfers					
▸ to total revenues	**64.18%**	63.64%	64.45%	63.70%	63.92%

Mr. Howard Allan , Allan Chartered Accountants, will provide County Coun...

Patrick Connor, Executive Director, Ontario Trails Council, will provide...

ONTARIO TRAIL SOLUTIONS

TOWARDS A SAFER TRAIL ENVIRONMENT

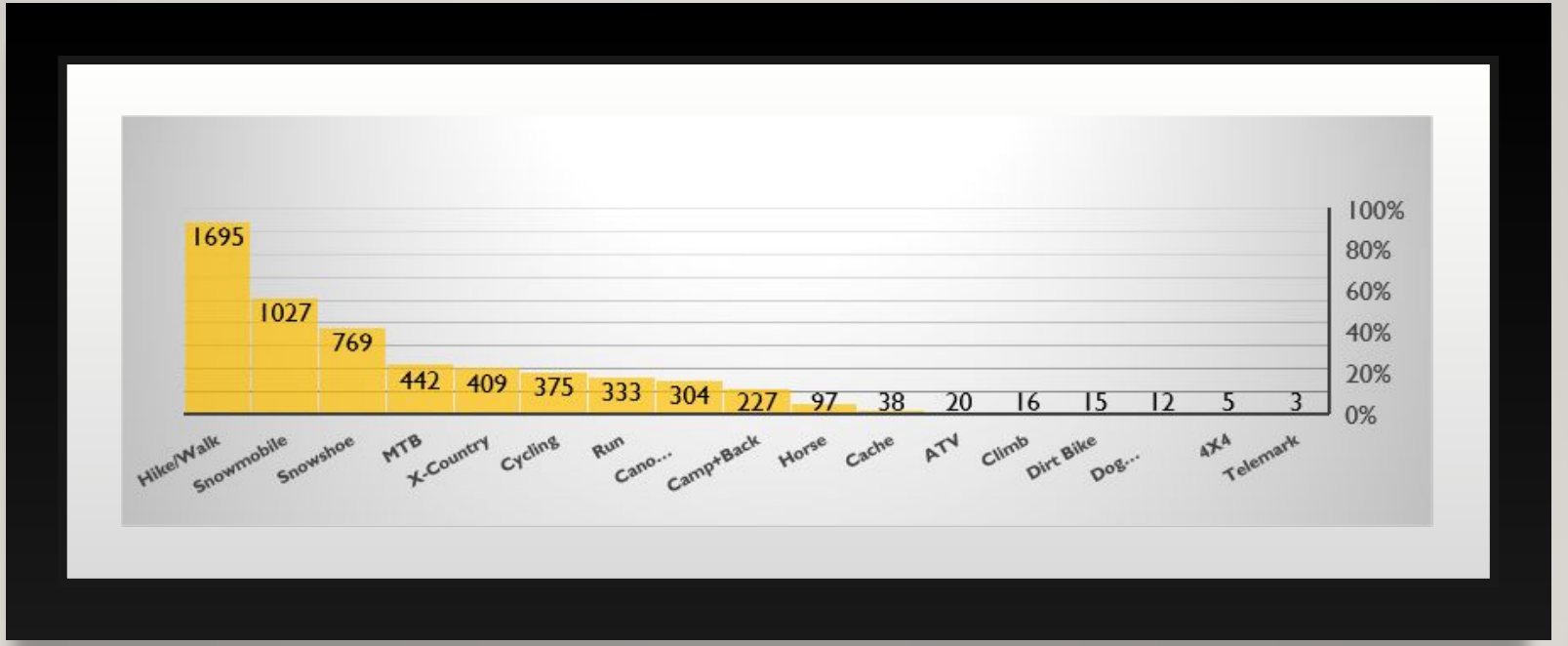
PRESENTED BY PATRICK CONNOR CAE, SSA, BAH

ONTARIO TRAILS COUNCIL

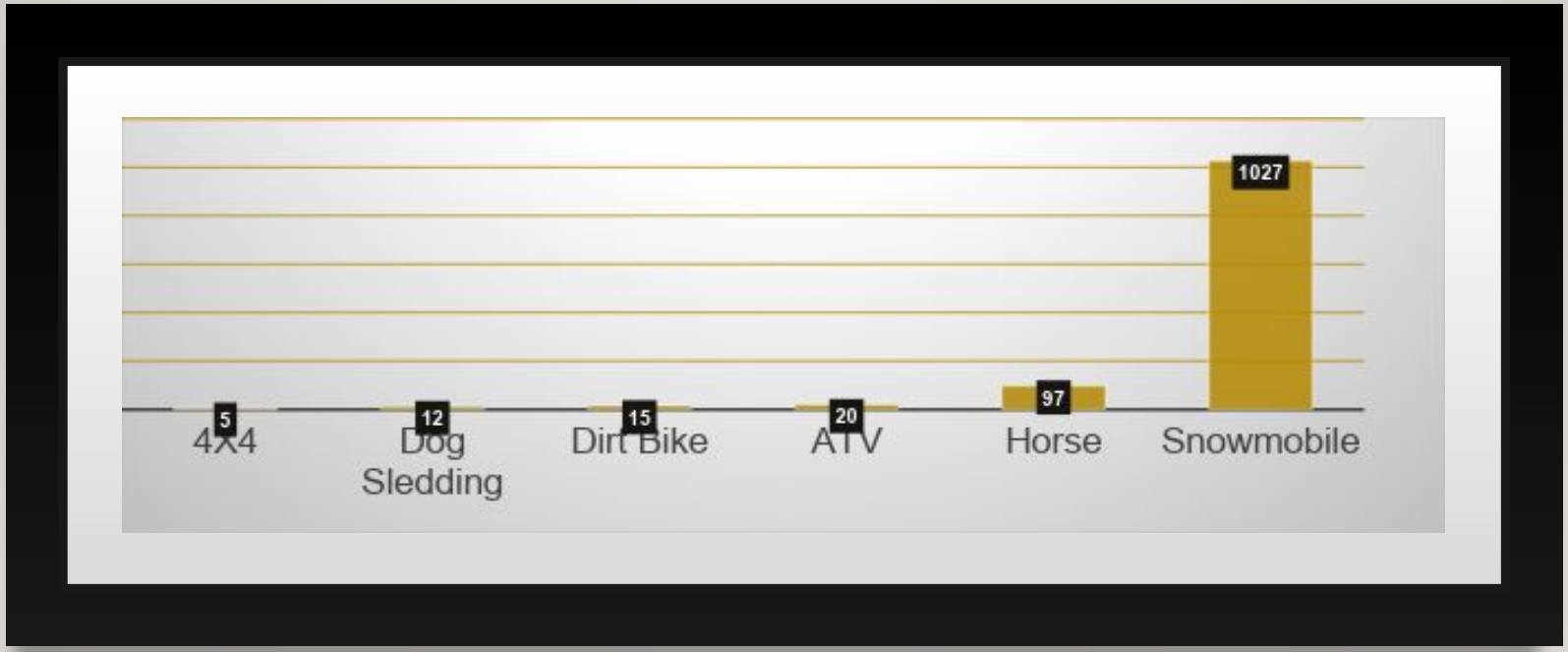
AGENDA ITEM #b)

NATURE OF TRAIL CONFLICT – 3 C'S

- CAPACITY
- CLARITY
- CONTEXT

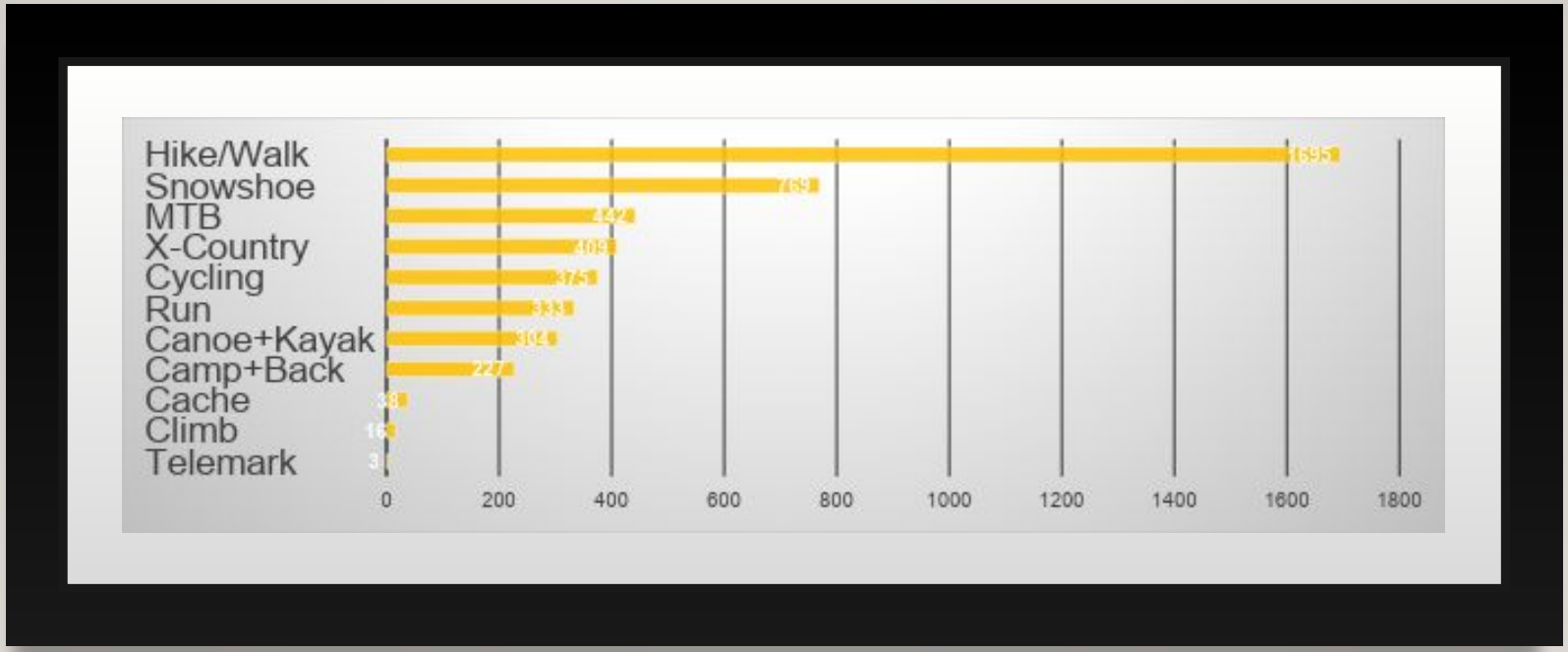


TRAILS: CAPACITY



TRAILS: MOTORIZED

Patrick Connor, Executive Director, Ontario Trails Council, will provide...



TRAILS: NON-MOTORIZED

CONFLICT OR NOT?







Patrick Connor, Executive Director, Ontario Trails Council, will provide...

Patrick Connor, Executive Director, Ontario Trails Council, will provide...

MANAGING SAFE TRAILS – 3 P'S

- PLANNING
- PROJECTS
- PERMANENCE

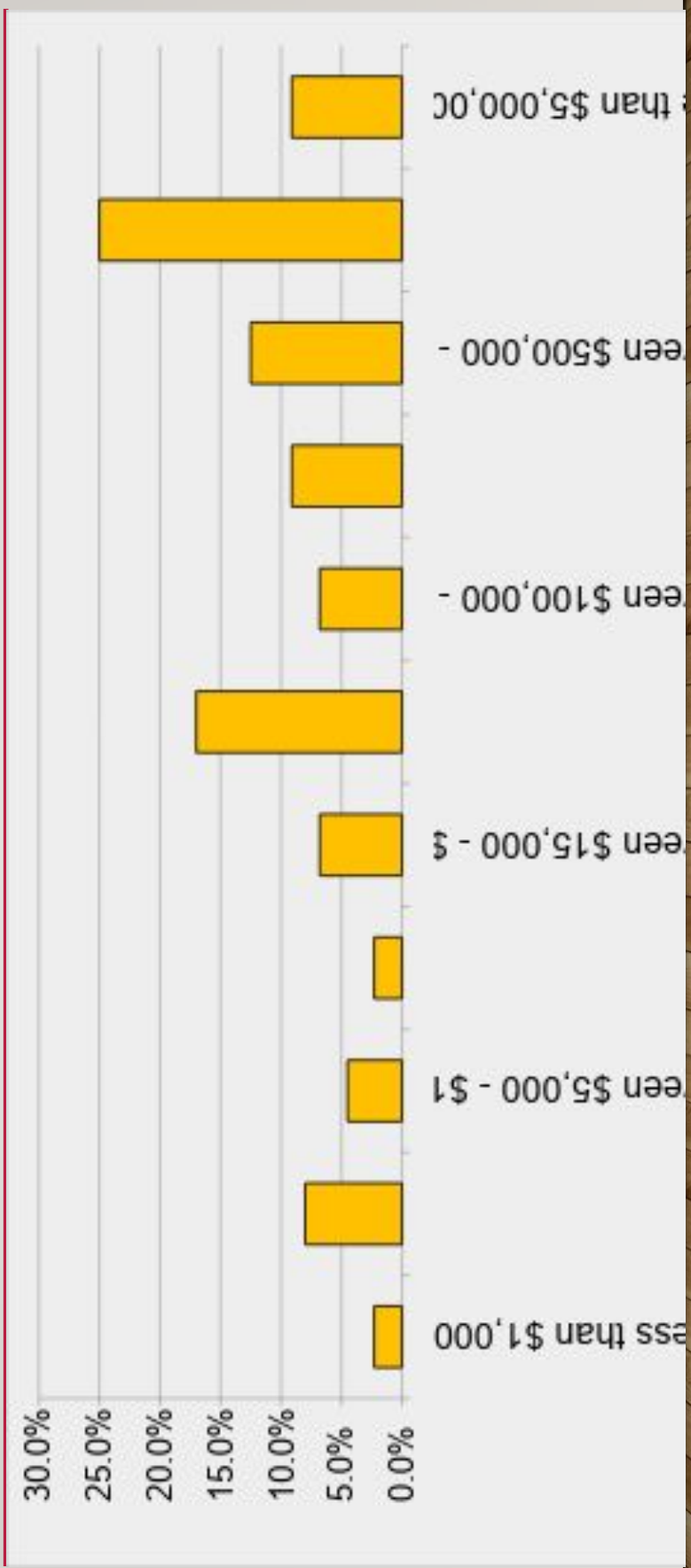
AGENDA ITEM #b)

Patrick Connor, Executive Director, Ontario Trails Council, will provide...

ANNUAL PROJECTS – 343 PER ANNUM



ANNUAL CAPITAL INVESTMENT



Patrick Connor, Executive Director, Ontario Trails Council, will provide...

2017-18

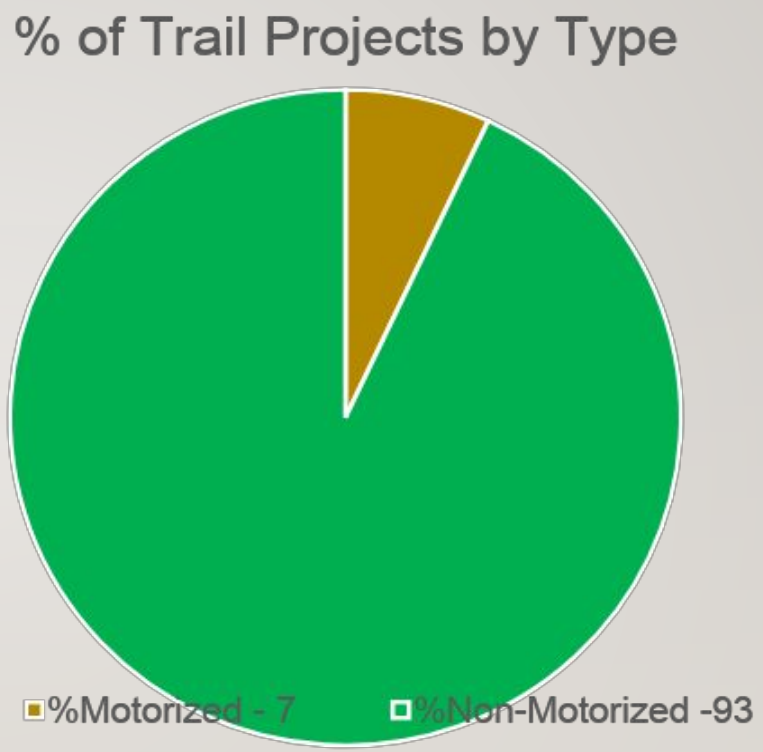
- 41 Major Construction or Rehabilitation Projects
- $30,572,785 in total investment
- $9,155,300 from Province
- $9,155,300 from Federal Government
- $12,262,185 from Local Organizations



Patrick Connor, Executive Director, Ontario Trails Council, will provide...

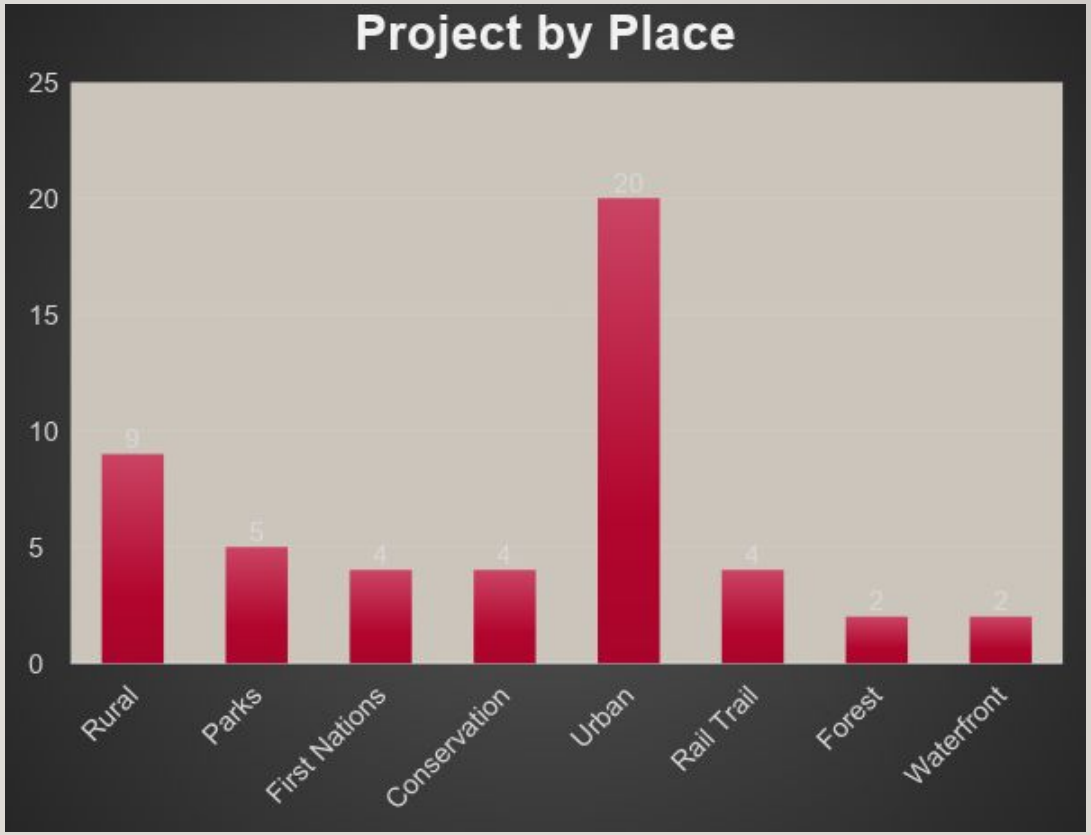
AGENDA ITEM #b)

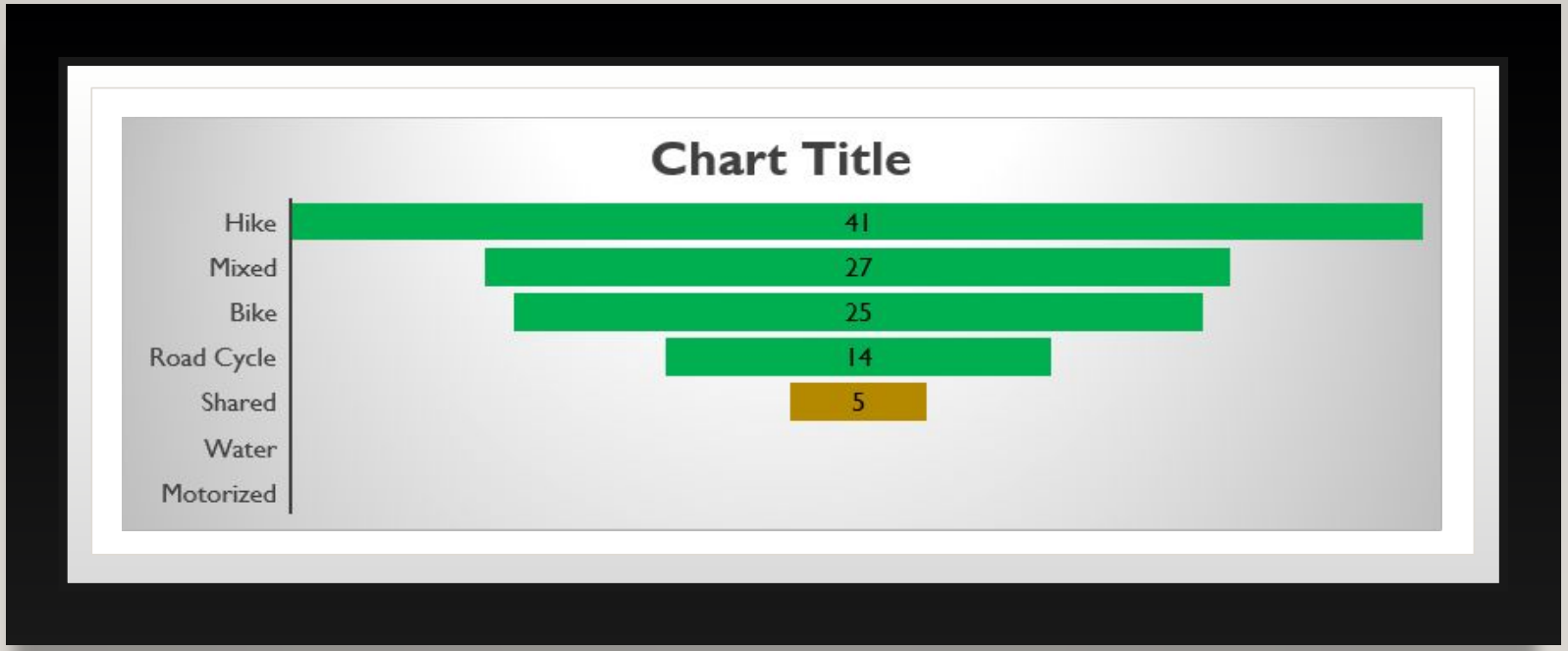
GOING GREEN – TRAILS AS GREENWAYS



Patrick Connor, Executive Director, Ontario Trails Council, will provide...

PROJECT BY PLACE





PROJECT BY PLANNED ACTIVITY

CONFLICT REDUCTION SITUATIONS













Patrick Connor, Executive Director, Ontario Trails Council, will provide...

AGENDA ITEM #b)

MANAGING SAFE TRAILS – 3 R'S

- REVENUE
- REINVESTMENT
- REVITALIZATION



Patrick Connor, Executive Director, Ontario Trails Council, will provide...

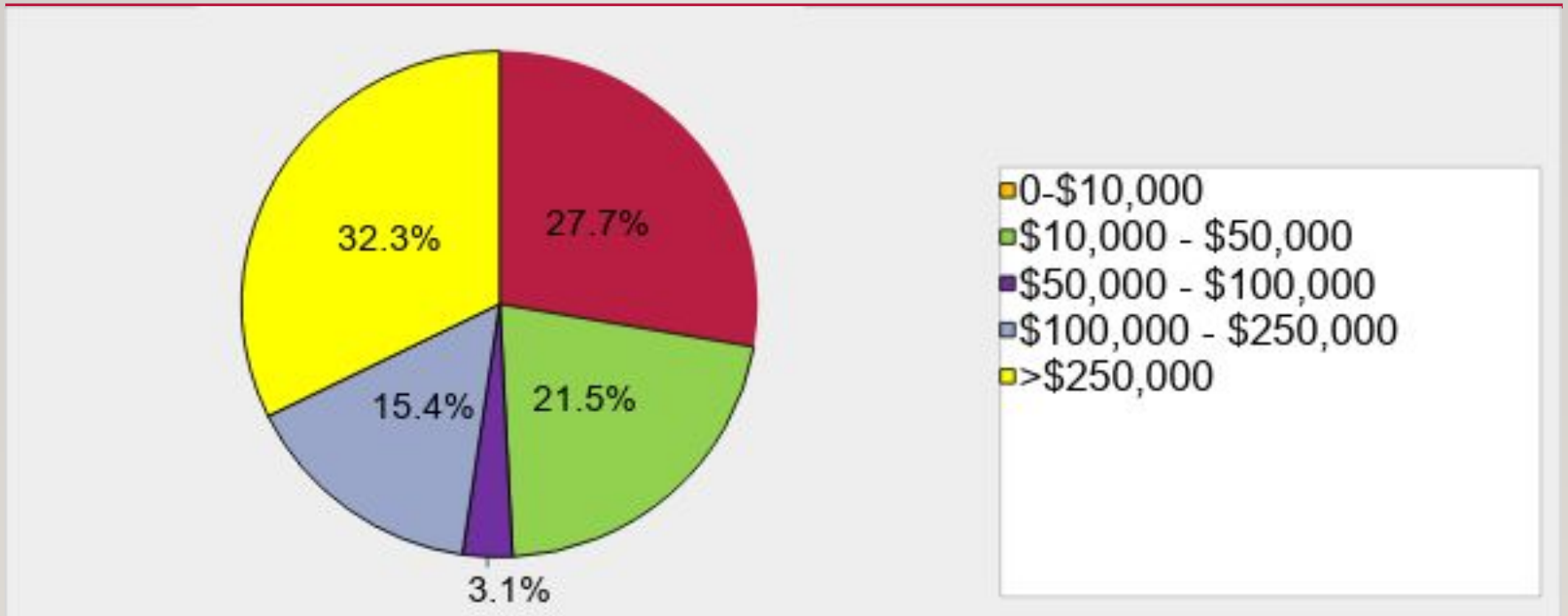
AGENDA ITEM #b)

ESTIMATED TRAIL VALUE BY INPUT

- Capital Annual - $21 Million New OTC 3YR sample
- Snowmobiling – $1.2 billion OFSC 2016
- ATV/ORV - $998 million COHV 2016
- Horse – $4.32 billion OEF 1997
- Hike – $1.325 billion MTCS 2014
- Cycling – $31.4 million OBB 2015
- Trail – $2.4 billion KPMG 2005

Total measured - $10.295 B

ANNUAL REVENUE THROUGH TRAIL TRIPS BY TYPE

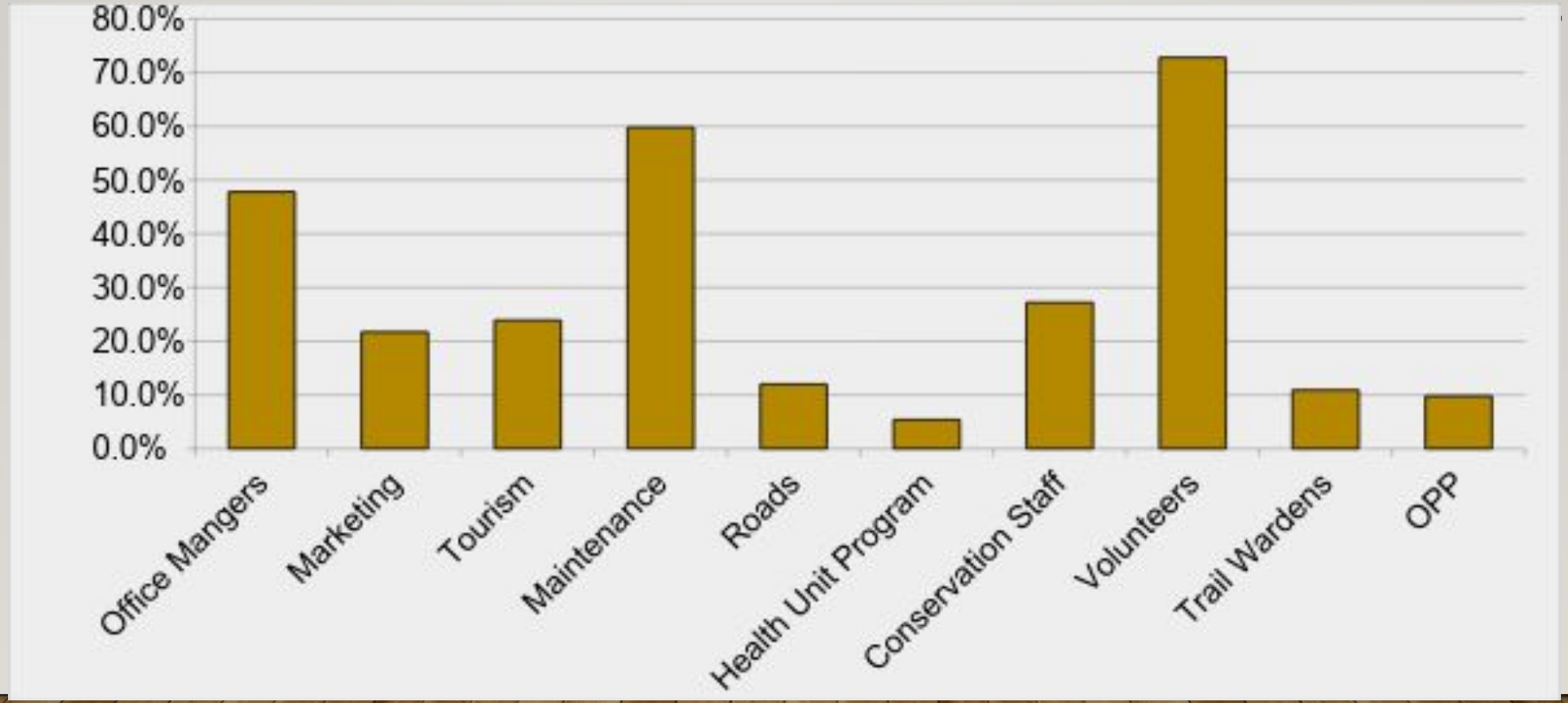


Patrick Connor, Executive Director, Ontario Trails Council, will provide...

AGENDA ITEM #b)

Patrick Connor, Executive Director, Ontario Trails Council, will provide...

TRAILS MANAGEMENT: INTERNAL PARTNERS



AGENDA ITEM #b)

TRAILS MANAGEMENT: EXTERNAL PARTNERS



Patrick Connor, Executive Director, Ontario Trails Council, will provide...

Patrick Connor, Executive Director, Ontario Trails Council, will provide...

GOING FORWARD

01

Identify Geographic Areas and Stakeholders

02

Meet with Stakeholders to define problems and opportunities

03

Engage solution assisters to meet and define solution pathway

04

Solve trail problem

AGENDA ITEM #b)

Patrick Connor, Executive Director, Ontario Trails Council, will provide...

REGIONAL TRAILS COUNCILS (RTC'S)

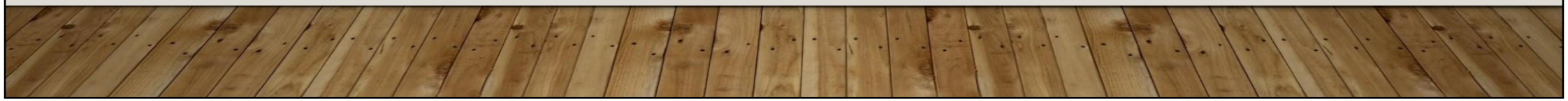
- User Interface
- Planning
- Processes
- Trail Advisors
- Regional Specific Content
- Maintenance
- Funding
- Mapping



AGENDA ITEM #b)

MORE INFORMATION?

- Patrick Connor BAH, SSA, CAE
  OTC CEO
- 613-484-1140
- execdir@ontariotrails.ca
- ontariotrails.ca



Patrick Connor, Executive Director, Ontario Trails Council, will provide...

AGENDA ITEM #b)

COWORK
INFRONTENAC



Our mission is to inspire and nurture business communities by providing **high impact** mentoring and training programs that

1. Fuel entrepreneurial passion and success
2. Support the development and growth of startups and existing businesses
3. Bring together and encourage collaboration throughout entrepreneurial communities

vandeross

AGENDA ITEM #c)



COWORKING TAKEOVER CHALLENGE

30 DAYS

36 COMMUNITIES

APRIL 15, 2019

Ella Vanderburgt and Peggie Ross for Andeross Business Strategies and Ski...
Page 50 of 294

Rural ON PURPOSE

COWORKING TAKEOVER WEEK

May 6 -10, 2019

BUSINESSES EARN EXTRA MONEY





HOME BASED WORKERS COMMUNITY & COLLABORATION



COMMUNITY RESIDENT ATTRACTION



Ella Vanderburgt and Paige Bess of Vandeross Business Strategies and Ski...

Questions?

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

Administrative Report

April 17, 2019

Report 2019-4



FRONTENAC

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

CAO Schedule

- EOLC Meeting, March 21, County of Frontenac
- EOWC Meeting, March 22, Napanee
- Committee of the Whole Strategic Planning Workshop, March 27, County of Frontenac
- AMCTO Municipal Leaders' Forum, March 29, Toronto
- Interviews for Chief of Paramedic Services April 1, 3 & 5
- Frontenac CAO's Meeting, North Frontenac Township, April 4, 2019
- Joint Services Meeting, April 15, City of Kingston
- County Council, April 17, 1:00 p.m. Frontenac Room
- Joint Council Meeting Regional Roads and Waste Management Meeting, April 17, 5:00 p.m. County of Frontenac, Auditorium

FRONTENAC

AGENDA ITEM #a)

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

Eastern Ontario Regional Network (EORN)

- Congratulations to Deputy Warden Frances Smith appointed to EORN Board of Directors

- EORN Annual General Meeting with MP's, April 18, County of Frontenac, Auditorium, 10:00 a.m.

FRONTENAC

AGENDA ITEM #a)

Mr. Kelly Pender , Chief Building Official, will provide Council wi...
Page 50 of 204

EOWC and EOLC Updates

- Eastern Ontario Warden's Caucus Meeting with EORN Annual General Meeting, April 18, County of Frontenac, Auditorium.

FRONTENAC

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

2019 Budget Highlights

The Fiscal Environment

- The Provincial government has committed to **balancing the budget** by 2023-24 in a responsible way. To 2023-24, total revenue is projected to grow at an average annual rate of 3%. Program expense over the same period is expected to grow at an average rate of 1%.
- The government is now projecting a deficit of $11.7 billion in 2018-19, $10.3 billion in 2019-20, $6.8 billion in 2020-21, and $5.6 billion in 2021-22

FRONTENAC

AGENDA ITEM #a)

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

2019 Budget Highlights

Changes related to the role of municipal governments

- The **Social Assistance** system reform is expected to result in an estimated annual saving of over $1 billion at maturity by simplifying the rate structure, reducing administration, cutting unnecessary rules, and providing greater opportunities to achieve better employment outcomes.

- The Province will not be increasing the value of the municipal share of the **provincial gas tax** program as had been anticipated. Currently it is $364 million to 107 municipal governments. The government will consult with municipalities to review the program parameters and identify opportunities for improvement.

- The Province will introduce legislation to permit municipal governments to designate public areas, such as parks for the **consumption of alcohol**. There are other alcohol reforms contained in the budget such as the creation of a tailgating permit for eligible sporting events and extending hours of service in licensed establishments to a 9 am start, seven days a week.

FRONTENAC

2019 Budget Highlights

Changes related to the role of municipal governments

- Investing $3.8 billion for **mental health**, addictions and housing supports over 10 years, beginning with the creation of a mental health and addictions system.
  In 2019–20, a $174 million investment will support community mental health and addictions services, mental health and justice services, **supportive housing** and acute mental health inpatient beds.

- On **property assessment**, the province will be conducting a review to explore opportunities to:
  "Enhance the accuracy and stability of property assessments;
  Support a competitive business environment;
  Provide relief to residents"; and
  Changes to the composition of the Board of the Municipal Property Assessment Corporation (MPAC) to increase the representation of property taxpayers. (This would dilute current municipal government representatives.)

- On **public health** in 2019-20, the government will:
  Improve program and back office efficiencies by adjusting provincial-municipal cost sharing of public health funding;
  By 2020-21, establish 10 regional public health entities and 10 new regional boards of health with one common governance model; and
  It is expected by 2021-22, that these changes will lead to annual savings of $200 million.

Mr. Kelly Pender , Chief Building Official, will provide Council wi...
Page 63 of 204

2019 Budget Highlights

Changes related to the role of municipal governments

- **Land ambulance** dispatch services will be streamlined by integrating Ontario's 59 emergency health services operators (e.g. 52 EMS, Ornge) and 22 provincial dispatch communication centres.

- Making home ownership and renting more affordable by helping to increase the supply of housing that people need through the forthcoming **Housing Supply Action Plan**. Details to come.

- Municipalities will be required to provide real-time reporting of **sewage outflows** and the government will update policies related to municipal wastewater and stormwater.

- Create 15,000 new **long-term care beds** over the next five years and upgrade 15,000 older long-term care beds to provide more appropriate care to patients with complex health conditions. In addition to the over 6,000 new beds previously allocated, 1,157 new long-term care beds will immediately be allocated to 16 projects across the province.

- The Province will explore **revenue sharing**, including Northern communities in the mining, forestry, and aggregates sectors.

AGENDA ITEM #a)

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

2019 Budget Highlights

Changes related to the role of municipal governments

- The Province will explore **revenue sharing**, including Northern communities in the mining, forestry, and aggregates sectors.

- Regarding the **Ontario Provincial Police**, the government will explore opportunities to “encourage workforce optimization, including vacancy management, overtime and scheduling” to save $30 million annually starting in 2019-20 without impacting front-line policing and community safety.

- The government will invest $16.4 million over two years to create a province-wide strategy to help combat **gun and gang related crime**

FRONTENAC

AGENDA ITEM #a)

2019 Budget Highlights

Changes affecting your Community

- The government will invest $315 million over five years as part of its **Broadband and Cellular Strategy** which will be released later this year.

- The new CARE (Ontario Childcare Access and Relief from Expenses) tax credit would provide about 300,000 families with up to 75 per cent of their eligible **child care** expenses and allow families to access a broad range of child care options, including care in centres, homes and camps.

- Individual seniors with annual incomes of $19,300 or less, or senior couples with combined annual incomes of less than $32,300, will be able to receive **dental services** in public health units, community health centres and Aboriginal Health Access Centres across the province.

- The government is reviewing the forestry sector to develop a strategy that includes: challenges the industry currently faces; initiatives to encourage innovation and reduce red tape; and methods to promote made-in-Ontario wood products.

FRONTENAC

2019 Budget Highlights

Changes affecting your Community

- The government will hold consultations to repeal the *Far North Act* and remove red tape on economic development projects like the **Ring of Fire**. Environmental assessment studies have been initiated for all-season access roads to the Ring of Fire.

- The province is proposing to develop an **immigration pilot initiative** to disperse the benefits of immigration across Ontario. The budget also proposes changes to the Ontario Immigrant Nominee Program aimed at modernizing the program to better address labour market shortages.

- **Energy conservation** and efficiency programs will be phased out saving up to $442 million.

- A return to the default benefit limit of $2 million for those who are catastrophically injured in an accident, after it was previously reduced to $1 million in 2016.

Ministry of Infrastructure and Communities

March 20, 2019

INNISFIL - Ontario's government is working for the people to improve local service delivery and efficiency in the province's municipalities. Today, Steve Clark, Minister of Municipal Affairs and Housing announced a one-time investment for many of Ontario's small and rural municipalities.

Some of Ontario's small and rural municipalities may have limited capacity to plan, modernize and improve the way they provide services to their communities. With this funding, municipalities can improve service delivery by finding smarter, more efficient ways to spend money that help those who need it most while respecting taxpayer dollars.

Quick Facts

- 405 municipalities will receive funding.
- The Town of Innisfil will receive close to $677,000.
- To ensure investments are targeted to where they are needed most, funding will be allocated based on the number of households in a municipality and whether the municipality is urban or rural.

Reference:
https://news.ontario.ca/mma/en/2019/03/ontario-invests-in-small-and-rural-municipalities-to-improve-service-delivery-and-efficiency.html

Ontario Closes the Book on Cap and Trade Carbon Tax Era

March 25, 2019 10:00 A.M. Ministry of the Environment, Conservation and Parks

Ontario's government is working for the people in taking the final step to end the cap and trade carbon tax once and for all in a way that puts people first and respects Ontario taxpayers.

The government has finalized the compensation for the eligible participants of the former program, which amounts to a total of $5,090,000. This is consistent with the government's initial estimate of the final costs and commitment to wind down the program in a responsible way that minimizes impacts to hardworking taxpayers.

Quick Facts

- On October 31, Ontario passed the Cap and Trade Cancellation Act, 2018 that officially removed Ontario's cap and trade program law from the books.
- The total compensation amount is $5,090,000 for a total of 27 participants.
- The federal carbon tax will cost a typical household $258/year in 2019 and will rise to $648 by 2022.
- The federal carbon tax on fuels takes effect in April. It will increase the price of gasoline in Ontario by 4.4 cents per litre. This will rise to 6.6 cents in 2020, 8.8 cents in 2021, and 11.1 cents per litre in April 2022.
- The federal carbon tax will increase the price of natural gas in Ontario by 3.9 cents per cubic metre. This increase will rise to 5.9 cents in 2020, 7.8 cents in 2021, and 9.8 cents per cubic metre in April 2022.
- As outlined in Ontario's environment plan, Ontario is committed to meeting its share of Canada's 2030 target. From 2005 to 2016, Ontario reduced its emissions by about 22 per cent.

Additional Resources

- Made-in-Ontario Environment Plan

https://news.ontario.ca/ene/en/2019/03/ontario-closes-the-book-on-cap-and-trade-carbon-tax-era.html

FRONTENAC

AMO Updates **2019 Federal Budget Update**

https://www.amcto.com/Blog/March-2019/2019-Federal-Budget-Update

March 20, 2019

This budget spending plan targeted the middle class and focused largely on investments in infrastructure, including affordable housing, broadband access, and energy efficiency. There are also a number of investments targeted at specific groups, including new home buyers and Indigenous communities.

This budget is being well-received by the municipal sector due to the elevated importance it places on federal-municipal partnerships. The Federation of Canadian Municipalities (FCM) noted that the budget “delivers major results for Canadians directly through their local governments” and that it puts “community-building tools directly in local hands.”

There are a number of measures in the budget that will be of interest to the municipal sector in Ontario and across the country. While AMCTO will continue to review the budget in greater depth over the coming days and weeks, below is a brief summary of some of the highlights for the municipal sector.

AMO Updates **2019 Federal Budget Update**

Gas Tax Fund:

- One-time transfer of $2.2 billion through the federal Gas Tax Fund to address short-term infrastructure priorities in municipalities and First Nation communities.
- The federal government has identified several service areas as eligible for the funding, including:
  - » Local roads and bridges
  - » Highways
  - » Public Transit

Energy Efficiency

- $1.01 billion invested in 2018-19 to increase energy efficiency in homes and buildings through the Green Municipal Fund to be delivered by FCM. This funding will be financed through three initiatives:
  - » Collaboration on Community Climate Action ($350 million): provide municipalities with financing and grants to retrofit and improve the energy efficiency of large community buildings and community pilot and demonstration projects in various Canadian municipalities.
  - » Community EcoEfficiency Acceleration ($300 million): financing for municipal initiatives to support home energy efficiency retrofits.
  - » Sustainable Affordable Housing Innovation ($300 million): to improve energy efficiency in new and existing housing and support on-site energy generation.
- Invest $60 million in FCM's Municipal Asset Management Capacity Fund to help small communities get skills training on how to inventory, grow, and maintain infrastructure assets over five years.

FRONTENAC

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

AMO Updates **2019 Federal Budget Update**

Broadband Access

- Up to $6 billion in new investments in rural broadband over the next 10 years.
- $1.7 billion over the next 13 years to establish the Universal Broadband Fund.
- The Government's goal is to ensure that 95 per cent of Canadian homes and businesses will have access to internet speeds of at least 50/10 Mbps by 2026 and 100 percent by 2030, no matter where they are located in the country.

Affordable Housing

- $300 million to launch a Housing Supply Challenge, to find new solutions to the housing supply public policy problem in consultation with municipalities.
- First-Time Home Buyer Incentive: Canada Mortgage and Housing Corporation (CMHC) would provide up to $1.25 billion over three years to eligible home buyers by sharing in the cost of a mortgage.

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

AMO Updates **2019 Federal Budget Update**

Disaster Management

- Investment of $15.1 million over five years to improve emergency management and $9.28 million per year going forward.
- $260 million over two years to support provincial and territorial disaster relief and recovery through the Disaster Financial Assistance Arrangements Program.

Cyber-Security

- Provide $80 million over four years, beginning in 2020-21, to support three or more Canadian cyber-security networks across Canada that are affiliated with post-secondary institutions.

Harm Reduction and Treatment

- $30.5 million over 5 years and $1 million in ongoing funding to support efforts to expand access to a safe supply of prescription opioids along with improved training for police and community workers.

FRONTENAC

AMO Updates **2019 Federal Budget Update**

Carbon Pricing

- Proceeds from the federal carbon pollution pricing system will be allocated to various proposed energy initiatives.
- For Ontario, where there is no current carbon pricing system in place, the Government will return all direct proceeds from the fuel charge in the jurisdiction of origin, with the bulk of direct proceeds going to residents.

Canadian Drug Agency

- To help make prescription drugs more affordable for more Canadians, the Government is proposing to work with provinces, territories and stakeholders to create the Canadian Drug Agency that would:
  - Assess the effectiveness of new prescription drugs.
  - Negotiate drug prices on behalf of Canada's drug plans.
  - Recommend which drugs represent the best value-for-money for Canadians and, in cooperation with provinces, territories, and other partners, identify which drugs could form the basis of a future national formulary.
- This is part of a wider goal of the Government to introduce a universal pharmacare program in the future.

Talent & Innovation

- Invest $35.2 million over the next five years to make the Global Talent Stream a permanent program to allow Canadian businesses access to global talent when Canadian workers are unavailable.
- Employers will be referred by Designated Referral Partners, including provincial and municipal governments.

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

Provincial Matters

- Bill 68 received Royal Assent. Implications for municipalities are largely unchanged from the repealed Bill 175. Municipal highlights include: 1) Community Safety and Well-Being Planning is now mandatory for Councils. AMO is pleased the Bill now compels police services to participate in the development of such plans. 2) The consolidation of OPP detachment boards will be completed through pending regulations. 3) Training for police service boards becomes mandatory. AMO will be monitoring the provincial budget on April 11 for community safety planning and board training support.

  The Ministry of the Environment, Conservation & Parks' discussion paper on Waste & Litter is out for comments. Register for AMO's webinar to learn about our response.

FRONTENAC

AGENDA ITEM #a)

AMO Updates

Federal Matters

The Government of Canada is accepting funding proposals under its Immigration Settlement and Resettlement Assistance Programs. Successful applicants can receive funding for up to 5 years. Deadline: April 12th, 2019.

FRONTENAC

AGENDA ITEM #a)

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

- **Ontario Budget to be Released on April 11:** Finance Minister Fedeli announced that the Ontario budget will be released on Thursday, April 11
- **2019 OMPF Funding Allocations Announced:** The Ministry of Finance issued 2019 allocation notices from the Ontario Municipal Partnership Fund (OMPF).
- **AMCTO Supports MFOA's Positions on Development Charges**: AMCTO is lending its support to the Municipal Finance Officers' Association of Ontario's (MFOA) recommendations to the Ministry of Municipal Affairs and Housing regarding the risk of reduced development charge revenues for local governments.
- **AMCTO Supports AMO's Position on the Construction Act:** AMCTO is lending its support to the Association of Municipalities Ontario (AMO) regarding concerns municipal governments have with the recently amended Construction Act and its in-force date of October 1, 2019.
- **Government Launches Local Consultations on Regional Governance Review:** The Ministry of Municipal Affairs and Housing announced that it is launching online consultations for residents, businesses, and stakeholders in the 82 upper-and-lower-tier municipalities included in the regional governance review.

AGENDA ITEM #a)

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

AMCTO Policy Updates

- **Ontario to Invest in Small and Rural Municipalities**: Minister of Municipal Affairs and Housing Clark announced a one-time investment of $200 million to 405 small and rural municipalities across Ontario to improve local service delivery and efficiency.

- **Investing in Canada Infrastructure Program Now Accepting Applications:** The Ontario Government opened its online portal for applications for the Rural and Northern stream of the Investing in Canada Infrastructure Program.

- **Second Stream of the Investing in Canada Infrastructure Program Announced:** The Ministry of Infrastructure announced that the second stream of Public Transit under the Investing in Canada Infrastructure Program will be open to "make public transit infrastructure better, safer, and more accessible."

- **Ontario Private Cannabis Retail Store Openings Delayed:** The Ontario Government confirmed that the province's process to set up private cannabis retail stores is taking longer than predicated.

- **Kingston Declares Climate Emergency:** Kingston is the first municipality in Ontario to unanimously pass a motion declaring a climate emergency within its city limits.

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

AMCTO Bills and Lawmaking

Bills passed

- Bill 68, *Comprehensive Ontario Police Services Act, 2019*, which sets out the ways in which municipalities may provide policing and the rules that apply to police service boards.

Government Bills debated

- Bill 66, *Restoring Ontario's Competitiveness Act, 2019,* which amends a number of other Acts. Chief among them for AMCTO members is the amendments to the *Labour Relations Act, 1995*, which deems municipalities to be non-construction employers. (Status: Third Reading Debate)

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AGENDA ITEM #a)

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

AMCTO Bills and Lawmaking

Private Member's Bills debated

- Bill 75, *9-1-1 Everywhere in Ontario Act, 2019*, which would require that the infrastructure for 9-1-1 calls be in place in all municipalities in Ontario. (Status: First Reading Carried)
- Bill 78, *Supporting Ontario's Community, Rural and Agricultural Newspapers Act, 2019*, which would allow that notices to be published in a community newspaper can be published at regular intervals of a month or less, rather than published at regular intervals of a week or less, as is currently the case. (Status: Ordered referred to the Standing Committee on March 28, 2019).
- Bill 80, *Archives and Recordkeeping Amendment Act, 2019*, which would make it an offence to deprive a public body of the custody, control or use of or access to any public record of archival value. (Status: First Reading Carried)
- Bill 86, *Respecting Property Taxpayers Act, 2019*, which would increase the number of taxpayer representatives MPAC's board from 4 to 7 and increase the total number of members of the board from 13 to 16. (Status: First Reading Carried)
- Bill 88, *Planning Amendment Act, 2019*, which affects the ways in which individuals and other entities may deal with planning permissions. (Status: First Reading Carried)

FRONTENAC

AMO Updates - LAS

The **Ministry of Energy** is hosting two webinars for BPS Energy Reporting under O.Reg. 507/18. Annual Reporting webinars will be held on March 27, April 10 & 24, May 8 & 22 and June 5. CDM Plan Update webinars will be held on March 20, April 3 & 17 and May 1. All webinars run from 12 pm - 1 pm EST.

Weather has a significant effect on natural gas prices. Check out the LAS Blog to see how this winter affected prices, and how LAS Natural Gas Procurement works to provide stability to municipal governments.

SaveONenergy may be changing, but our programs are not. LAS is here to help you with the IESO's Retrofit and Training & Support incentives for our Facility Lighting, Street Lighting, and Energy Training programs. Contact us to get started.

The **Federal Carbon Tax takes effect April 1**. How will this affect your municipality? Click here to watch the recorded webinar that was hosted by LAS and program partner Edison Energy, or read the blog.

FRONTENAC

Mr. Kelly Pender , Chief Building Official, will provide Council wi...
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Butterfly Release - June 1

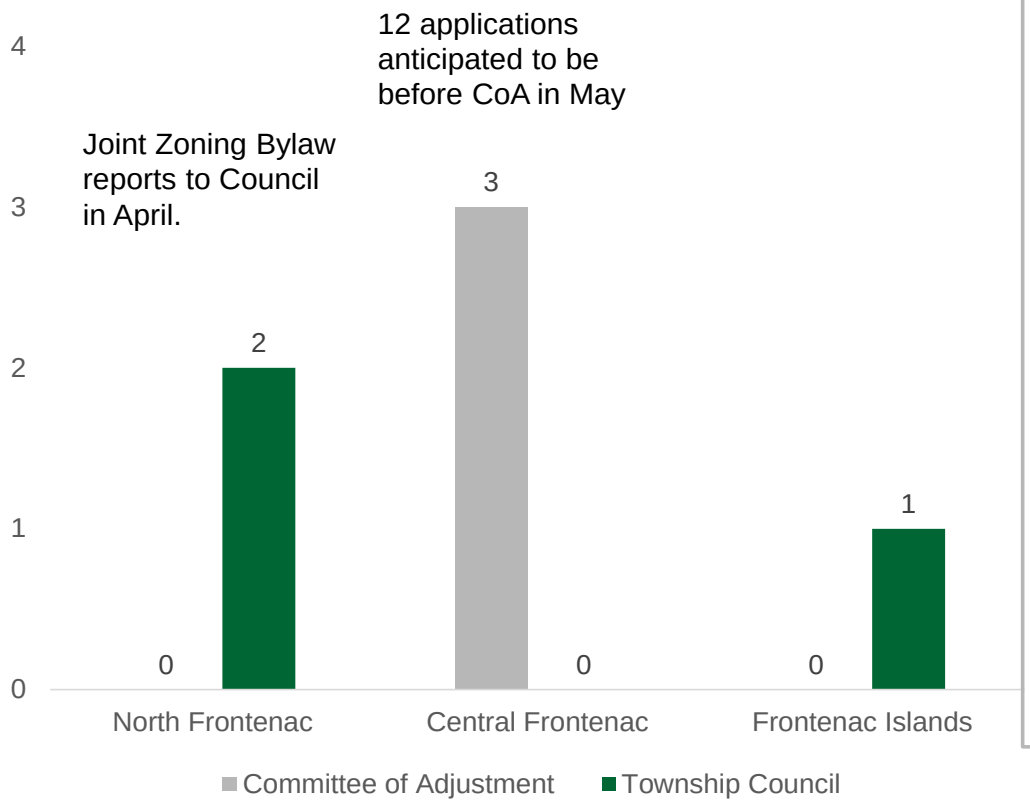
This spring, Fairmount Home will host its annual **Butterfly Release** in support of our Palliative Care Program. This year's release will take place on **Saturday June 1st** and will include music, activities for children, refreshments and a short ceremony with a performance by the Elginburg District Public School Choir. This is truly a special afternoon at Fairmount as participants have the unique opportunity to release a live butterfly right from the palm of their hands!

Butterflies are $25 each and can be purchased online at the following link: https://www.eventbrite.ca/e/fairmount-home-butterfly-release-tickets-56941247805?aff=ebdssbdestsearch

You can also pay by cash or cheque at the Fairmount reception desk. **Thank you** for supporting this cause that is so dear to us at Fairmount!

Mr. Kelly Pender , Chief Building Official, will provide Council wi...
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Planning Update



Planning Highlights

- Awarded Population Projections Study to Watson and Associates – work to commence in May
- 20 active CoA files across County
- Community Planner attended MVC and RVCA Watershed Planning Day
- Teeny Tiny Summit – April 4th in Calabogie
- Marysville Secondary Plan RFP before FI Council in May
- Director part of the AMO Task Force for CAs

FRONTENAC

AGENDA ITEM #a)

Communications Update

Highlights

- Two joint announcements with City of Kingston reach 3,281 of our followers
- March 20 Warden's Recap watched 445 times to date

Website traffic February

• www.frontenaccounty.ca	18,943 page views	Average time on page 1:41
• www.infrontenac.ca	4,659 page views	Average time on page 1:44
• www.frontenacmaps.ca	5,528 page views	Average time on page 2:29

Social media audience	March 31
County Facebook	3,376
County Twitter	2,311
County Instagram	650
FPS Twitter	4,204
Fairmount Home Facebook	486
Howe Island Ferry Twitter	872
	+11,899
Increase since Feb 28	⬆194 followers

Top Tweet earned 3,147 impressions

Happy #InternationalWomensDay to all the amazing women who help make the County of Frontenac go around. Thank you! #IWD2019 pic.twitter.com/yoDoWpC5zn



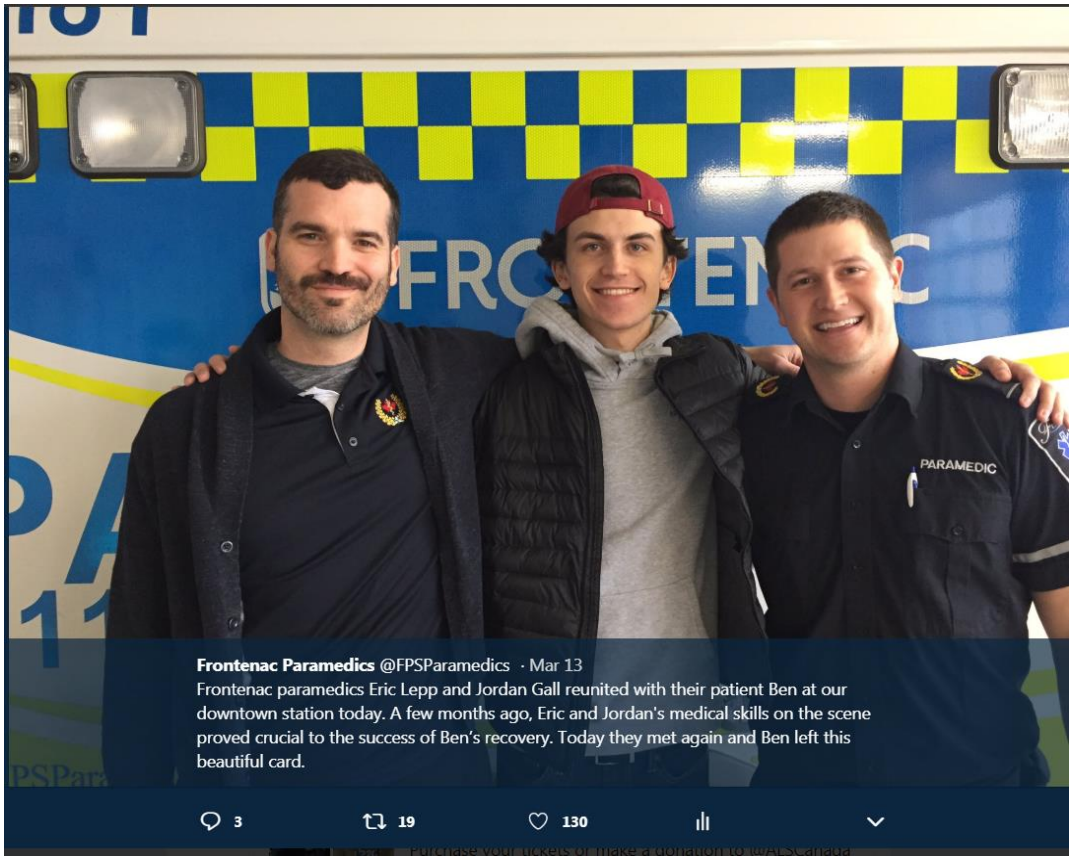
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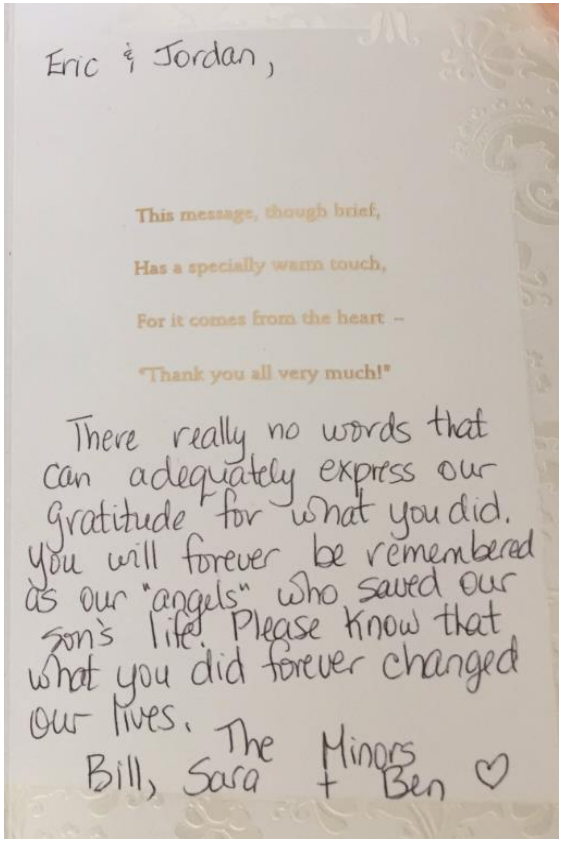




FRONTENAC

Frontenac Paramedics Eric Lepp and Jordan Gall meet Queen's student Ben Minor whose life they saved





FRONTENAC

AGENDA ITEM #a)

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

Green Shirt Day to announce a partnership with Trillium Gift of Life Network, April 5, 2019

April is **BeADonor** Month in Ontario, a month devoted to raising awareness about the importance of organ and tissue donation. www.BeADonor.ca



For more information: https://www.frontenaccounty.ca/Modules/News/index.aspx?newsId=a330f25e-1750-4976-ba26-288caf37ceea

FRONTENAC

AGENDA ITEM #a)

FRONTENAC
ECONOMIC DEVELOPMENT

Coworking Takeover Challenge

May 6 – 10, 2019

The challenge seeks to make our communities **"Freelancer-Friendly"** by creating opportunities for local businesses to offer up work space for freelancers to rent and use, or to develop services targeted at supporting existing freelancers.

In addition to encouraging businesses to provide space, coffee and wifi, the County will work to encourage freelancers emerge from their homes, or home communities to work in these spaces. There will be community meetings, social media campaigns and an event or two throughout the process.

The County has partnered with Vandeross Business Strategies and Skills Training to support the implementation of this initiative.

More information at www.coworkinfrontenac.com and www.ruralonpurpose.com



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FRONTENAC
ECONOMIC DEVELOPMENT



Experience Life in Frontenac Video

https://youtu.be/n1x6hDlnKzw

FRONTENAC

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

Joint Council Meeting

April 17, 2019 5:00 p.m. Auditorium

Topics:

- The Future of Waste Management in Frontenac County – Cambium Environmental and Public Works Managers

- Regional Roads – A Comparative Analysis – Frontenac CAOs, Treasurers and Public Works Managers

FRONTENAC

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

Staff Updates

Recruitment Update

FRONTENAC

AGENDA ITEM #a)

FRONTENAC

Report 2019-038

Council Recommend Report

To:	Warden and Council Members of the County of Frontenac
From:	Kelly Pender, Chief Administrative Officer
Prepared by:	Paul J. Charbonneau, Chief Paramedic/Director, Emergency & Transportation Services
Date of meeting:	April 17, 2019
Re:	**Emergency and Transportation Services – Requests for Donation of Surplus Ambulances to Local Agencies and Non-Government Organizations (NGOs);**

Recommendation

That the Council of the County of Frontenac receive the Emergency and Transportation Services – Requests for Donation of Surplus Ambulances to Local Agencies and Non-Government Organizations (NGOs);

And Further That the Council of the County of Frontenac direct staff to include a step in the disposal procedure for the donation of a surplus ambulance, once a Council term, to local social/community agencies or any Non-Government Organizations (NGOs).

Background

In recent years, the County of Frontenac has received requests regarding the donation of an ambulance to a Non-Government Organization (NGO). In the past, the County has donated a surplus ambulance to an NGO only once.

At its meeting on November 19, 2008, County Council received a report regarding an ambulance donation request through the Canadian Cuban Friendship Association, Kingston Branch:

Motion #319-08 Moved by: Deputy Warden Gutowski
Seconded by: Councillor Maguire

Resolved That the Council of the County of Frontenac accept the Emergency and Transportation Services – Ambulance Donation through the Canadian Cuban Friendship Association, Kingston Branch report for information;

And Further That Council authorize the donation of an ambulance to the Canadian Cuban Friendship Association, Kingston Branch in 2009.

Carried

The current administrative procedure for the disposal of surplus ambulances and County vehicles requires the following steps to be followed:

1. The details of the surplus vehicles are transmitted to the CAOs of the four member townships and the City of Kingston for a competitive bid process;

If no bid is received from our municipal partners, the details of the surplus vehicles are advertised by public tender

Comment

The current procedure reflects the position expressed by Councils in the past. Realizing the residual value of the ambulance vehicles and using it to offset the cost of new vehicles have been worked into our replacement schedules. If this were to change, annual contributions made by council would have to be increased to ensure replacement costs of ambulances do not create significant impacts on annual levies.

Furthermore, donating surplus emergency vehicles, including ambulances, for social contribution programs by Ontario municipalities have been ongoing for years. Others consider these requests or opportunities both as a regular occurrence and in ad-hoc situations such as disaster relief, most recently to Haiti. The costs of these donations are absorbed by the contributing municipalities.

One way to look at the social needs of agencies would be to provide local social/community agencies with a priority status at step 2 of our procedure. Other NGOs could also be included at this stage and given a priority status subordinate to local agencies. This option would always ensure our local needs are considered first and eliminates the situations where a private interest purchases County vehicles and then resells them to our local agencies at a profit. It also ensures other NGOs have an opportunity to bid with some preferential status. Should Council wish to direct staff in this way, staff would further consider it to be prudent to establish a minimum bid for NGOs and if it were not met, the sale would proceed to a full public tender. This option would both ensure a minimum yield for the vehicles and satisfy a community need either locally or farther afield. It must be noted that it would not necessarily ensure the highest return.

The option suggested above would not negate the opportunity for Council to waive the normal administrative procedure to acknowledge unusual situations, extraordinary circumstances, or unique requests will always exist.

Sustainability Implications

Good governance requires a high level of stewardship of County assets. There is also a need to ensure the supports provided by our social and community agencies can meet the needs of the people of Frontenac. The four pillars – social, cultural, economic and environmental – need to be in balance to achieve a sustainable community.

Financial Implications

Each year the County of Frontenac, Land Ambulance budget includes an amount under revenue for the trade-in or sale value of surplus ambulances. Our historical data indicates that the trade-in or sale value of a surplus ambulance has been between $7,000 and $10,000. This revenue may not be maximized if local social/community agencies were given a preferential purchase status within a minimum bid environment. However, it would be difficult to estimate what the actual loss of potential revenue might be.

Organizations, Departments and Individuals Consulted and/or Affected

Susan Brant, Director of Corporate Services/Treasurer

FRONTENAC

Report 2019-041

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:	April 17, 2019

Re: Corporate Services – 2019 User Fees and Charges By-law

Recommendation:

Resolved That County Council receive the Corporate Services – 2019 User Fees and Charges for Services By-law report;

And Further That Council pass a by-law later in the meeting to Impose User Fees and Charges for Services and rescind By-law 2013-0010 being a By-law to Impose User Fees and Charges for Services.

Background

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

Comment

The County currently imposes fees in five main areas:

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

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

Land Use Planning: During the approval of the User Fee by-law in January of 2018, staff were directed to bring forward a report in February outlining planning fees charged by comparator municipalities. Updated Planning fees were added to the User Fee By-law in February 2018 based on recommendations by staff in Report 2018-023. The report also identified that a comprehensive review of land use planning fees (including review of comparator municipalities) should be completed every two years to ensure that the fee meets only the anticipated costs of processing the application and that the County remains competitive with neighbouring municipalities. Planning fees are scheduled to undergo a review process in 2020 with no fee changes being recommended for 2019.

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

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

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

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

Sustainability Implications

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

Financial Implications

The user fees and charges for services rates have been reflected in the 2019 Budget to the extent these could be estimated. All fees, other than for exempt services, are subject to the applicable taxes.

Organizations, Departments and Individuals Consulted and/or Affected

Paul Charbonneau, Director of Emergency and Transportation Services
Lisa Hirvi, Administrator of Fairmount Home
Joe Gallivan, Director of Planning and Economic Development
David Millard, Manager of Information Services

Schedule A

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

Administration	
Photocopying (per copy)	$0.25
Faxing (per page)	$1.00
Archival Material Search – Hourly Rate	$35.00
Document Searches (pursuant to MFIPPA)[1] per hour	$30.00
Geographic Information System (GIS)	
And Map-Related Products	
Digital True Colour Ortho-Photography for 2008 and 2014 (1km x 1km tiles - MrSID, JPEG2000, GeoTIFF);	$50.00 per tile
Printed Map Products	
County of Frontenac Street Atlas (printed and bound)	$50.00 per copy
Individual Township Street Atlas (printed and bound)	$15.00 per copy
Small Basic Map (8½" x 11"; no customization)	
Black and white	$6.00
Colour	$8.00
Medium Basic Map (11" x 17"; no customization)	
Black and white	$10.00
Colour	$12.00
Large Basic Map (no customization, exceeds 11" x 17" and up to 42" wide; requires the use of large scale GIS plotter)	$30.00
Custom Map Products	
Hourly Rate (includes mapping/ analysis/ consultation; does not include printed final product or shipping charges; minimum fee of 1 hour	$50.00

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

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

Schedule B

Fees for Facility Rentals

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

	The Bud Clayton Memorial Room	Frontenac Room	Kingston Frontenac Rotary Auditorium
County Use (includes member Townships) (Must have staff sponsor or assigned designate who will be present for the meeting and will be responsible for clean-up/close down procedures)	• No Charge	• No Charge	• No Charge *Including Fairmount Home sponsored residents/family events*
County Affiliate or Not For Profit (Must have affiliate/association sponsor who will be present for the meeting and will be responsible for clean-up/close down procedures)	• 50% Deposit Required (Non Refundable if cancelled within 48 hours) • $30/half day (4 hours) • $50/day (8 hours) • After hours charge ($40/hr.) • Stand-by Tech Support charge is ($40/hr.) • Damage Deposit ($250)	• 50% Deposit Required (Non Refundable if cancelled within 48 hours) • $60/half day (4 hours) • $100/day (8 hours) • After hours charge ($40/hr.) • Stand-by Tech Support charge is ($40/hr.) • Damage Deposit ($250)	• 50% Deposit Required (Non Refundable if cancelled within 48 hours) • $120/half day (4 hours) • $200/day (8 hours) • After hours charge ($40/hr.) • Stand-by Tech Support charge is ($40/hr.) • Damage Deposit ($250)
For Profit Company	• 50% Deposit Required (Non Refundable if cancelled within 48 hours) • Proof of insurance required • $45/half day (4 hours) • $75/day (8 hours) • After hours charge ($40/hr) • Stand-by Tech Support charge is ($40/hr.) • Damage Deposit ($250)	• 50% Deposit Required (Non Refundable if cancelled within 48 hours) • Proof of insurance required • $$90/half day (4 hours) • $150/day (8 hours) • After hours charge ($40/hr) • Stand-by Tech Support charge is ($40/hr) • Damage Deposit ($250)	• 50% Deposit Required (Non Refundable if cancelled within 48 hours) • Proof of insurance required • $150/half day (4 hours) • $250/day (8 hours) • After hours charge ($40/hr) • Stand-by Tech Support charge is ($40/hr) • Damage Deposit ($250)

Multiple day rates may be discounted up to 30% depending upon availability and set up/break down requirements.
No onsite catering is available. A list of recommended local caterers is available upon request.
No charge to the City of Kingston for the Kingston Frontenac Rotary Auditorium.

Schedule C

Tariff of Fees for Land Use Planning

1. Subdivisions/Condominiums

Initial Application Fee

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

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

Refund

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

Major Plan Revision (re-circulation)	$1,250
Minor Revision	$500

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

Draft Approval Extension

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

three (3) years draft approval	$500
Final Plans for Registration	$600

Condominiums Exemption

Application Fee	$1,000

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

2. Part Lot Control

Final Approval	$300

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

Official Plan Amendment

County Official Plan Amendment	$1,000
County or Local Official Plan Amendment Initiated by Municipality	No fee

3. Other Charges

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

Municipal Planning Services Fees

Preparation of all planning reports prepared on behalf of South Frontenac township*

Director of Planning and Economic Development	$87.00/hour
Manager of Planning	$69.00/hour
Community Planner	$50.00/hour

*Fee for South Frontenac as they are not included in the Shared Services agreement

Schedule D

Fees for Services for Fairmount Home

4. Other Charges

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

External Catering

See attached External Catering Form

sodexo HEALTH CARE

CATERING ORDER FORM

County of Frontenac

FRONTENAC

Name of event:		Date of event:	
Time of Delivery	Requested by:	Location	
Telephone:	Number of staff	Number of residents	
Department:	**Cost Centre**	Number of invitees	
External billing:			

Name and address for external billing must be provided by Department

ITEMS REQUESTED			**ITEMS REQUESTED**		
Beverages	Serving	Unit Cost		Servings	Unit Cost
Coffee, sma	*Serves 8*	$ 8.00 $ -	**Buffet Trays**		
Percolator/U	*30-40*	35.00 -	Caesar, Garden, Greek		
Thermal container, lrg		70.00 0	Salad, small	10	0
Coffee, decaffeinated		0.65 -	Salad, medium	15	0
Tea bag and hot water		1.00 -	Salad, large	25	0
Juice, bottle		1.85 -	Cheese, fruit and crackers, sm	30	0
Pop, can		1.00 -	Cheese, fruit and crackers, med	52	0
Punch bowl,	*35-40*	8.00 -	Cheese, fruit and crackers, lrg	70	0
Punch bowl,	*50*	12.00 -	Fruit tray, small	15	0
Bottled water, 330 ML		1.50 -	Fruit tray, medium	30	0
Milk, 250 ML	*2%*	1.00 -	Fruit tray, large	45	0
	***Subtotal** Beverages*	$ -	sandwiches, tea cut, each	2.95	0
Bakeshop			sandwiches, gourmet, each	3.25	0
Muffins		1.20 0	***Subtotal** Buffet Trays*		0
Baked cookies		0.60 0	**Paper Products***		
Croissants		1.00 0	**Paper Products***		0
Squares, 2 Each		0.80 0	Plates, small, 6"	0.10	0
Cake, slab	*60-80*	44.00 0	Plates, large, 9"	0.05	0
Cake, ½ slab		22.00 0	Knives	0.03	0
Pie, fruit	*Serves 8*	12.00 0	Forks	0.03	0
Pie, cream..	*Serves 8*	10.00 0	Spoons	0.03	0
	***Subtotal** Bakeshop*	0	Napkins	-	0
Yogurt		1 -	Styrofoam cups	0.02	0
Pickle bowl		2.95 -	Straws	0.02	0
Soup of the day, bowl		1.5 -			0
Fruit, each		0.5 -	***Subtotal** Paper Products*		0
		-	**Combined subtotals**.....		-
			Applicable Labour	23.93	0
*** Indicate special requirements*			Goods and Services Tax	8%	-
			Provincial Sales Tax	7%	-
			GRAND TOTAL.....		-

Schedule E

Fees for Services for Frontenac Paramedic Services

Special Events

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

Basic Charge:

4 hours coverage minimum charge	$800.00

Additional Charges:

For each hour or portion thereof	$200.00

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

Retrieving an Ambulance Call Report

Per report	$35.00

Schedule F

Fees for Citizen Land Use on County Owned Property

Certificate of Permission

Application and Inspection Fee $250*

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

License of Occupation

Application and Inspection Fee $250*

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

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

Encroachment Agreement

Application Fee $250*

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

Right of Way (RoW)

Application Fee $250*

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

Sale

Application Fee $250*

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

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

* Plus related disbursements.

FRONTENAC

Report 2019-043

Council Recommend Report

To:	Warden and Council Members of the County of Frontenac
From:	Kelly J. Pender, Chief Administrative Officer
Prepared by:	Megan Rueckwald, Manager of Community Planning
Date of meeting:	April 17, 2019
Re:	**Amendment Number 6 to the Township of Frontenac Islands Official Plan to amend Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island) – Frontenac Islands Bylaw No. 15-2018**

Recommendation

Whereas the Council of the County of Frontenac considered all written and oral submissions received on this application, the effect of which helped Council to make an informed decision;

Be It Resolved That the Council of the County of Frontenac approve Official Plan Amendment No. 6 to the Township of Frontenac Islands Official Plan to amend Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island) as contained in By-Law No.15-2018 attached to this report as Appendix A.

Background

An Official Plan Amendment (OPA) has been initiated by the Township of Frontenac Islands to amend Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). Section 6.3.3 of the Township of Frontenac Islands Official Plan ("Special Policies Non-Farm Residential Severances in the Rural Designation") states that a consent to a land severance may be granted to allow the

establishment of a new non-farm single dwelling where such lands satisfy the following criteria:

- The land is deemed to be poor agricultural land, which is defined as being Class 5 to 7 soils as shown on the Ministry of Agricultural Capability Mapping, and is not suited to an agricultural or agricultural related use;
- No more than 3 severances shall be granted from any lot as it existed on January 1, 1985; and
- The effect of such a severance does not interfere with or restrict the viability of adjoining farm activities or other adjacent land uses.

At the April, 2017 Frontenac Islands Council meeting, members of Council expressed concerns with the fact that the current date in the policy was restricting development in the Township; members of the public also voiced concerns over their inability to sever lots for family, requesting an update to the date in the policy. Planning staff undertook a comprehensive review of existing development pressures in the Township and the number and location of severances granted since 1985. A desktop analysis was done to look at the number of vacant lots in the Township (suitable for a single family dwelling) as well as the potential for new lot creation if the date in the plan were to be reset.

Public meetings were held on both Howe Island (June 20, 2017 and May 7, 2018) and Wolfe Island (June 22, 2017 and May 8, 2018) where public opinion was heard regarding the number of severances permitted and the date in the Plan.

Comments received at the public meetings, and written submissions provided thereafter, indicated support for permitting additional severances on Wolfe Island with caution being raised from residents on Howe Island for allowing more development without review of the larger context development policies, as well as the existing low capacity on the two island ferries.

With consideration to the findings of the parcel fabric severance analysis along with the number of consent applications approved by the Township since 1985, planning staff recommend to Township Council that the date in the Section 6.3.3 of the Official Plan remain as is but that the number of severances permitted increase from three to four from any lot as it existed on January 1, 1985 for Wolfe Island. On July 9, 2018, By-Law No. 15-2019 was passed by Township Council adopting the official plan amendment.

The County of Frontenac has designated authority under the Planning Act as the approval authority for lower-tier official plans in Frontenac County. As such, Frontenac Islands has forwarded the official plan amendment to County Council for approval.

Planning Analysis and Policy Review

Provincial Policy Statement, 2014

The Provincial Policy Statement (PPS) provides direction on matters of provincial interest related to land use planning and development. Section 3 of the *Planning Act* requires that decisions affecting planning matters “shall be consistent with” policy statements issued under the Act; this includes the PPS. When directing development on *rural lands*, a planning authority shall apply relevant policies of Section 1: Building

Strong and Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety. Section 1.1.5.2 states that on *rural lands* located in municipalities, permitted uses are:

a) The management or use of resources;
b) Resource-based recreational uses (including recreational dwellings);
c) Limited residential development;
d) Cemeteries; and
e) Other rural land uses.

Section 1.1.5 Rural Lands in Municipalities further states that development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted. *Agricultural uses, agriculture-related uses, on-farm diversified uses* and *normal farm practices* should be promoted and protected in accordance with provincial standards. New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae.*

The adopted amendment to increase the number of permitted severances from three to four from any lot as it existed on January 1, 1985, on Wolfe Island will permit limited new residential development in the Rural designation. Some of this development within the Rural designation will be located on waterfront property; this is permitted as resource-based recreational uses (including recreational dwellings) and consistent with the PPS.

Section 1.1.3 Settlement Areas of the PPS recognizes the vitality of settlement areas as critical to the long-term economic prosperity of communities. Section 1.1.3.1 states that *settlement areas* shall be the focus of growth and development, and their vitality and regeneration shall be promoted. Marysville is the only settlement area in the Township. Direction and support were provided from Council to undergo a secondary plan for Marysville commencing in summer 2019. From this secondary plan will come policy recommendations for the future growth and efficient development patterns of Marysville. This study will consider additional development pressure resulting from increased ferry capacity and service of a second ferry which is planned to be in service by December 2020. Increasing the number of permitted severances beyond the recommended Official Plan Amendment, prior to the completion of the secondary plan, would not be consistent with Section 1.1.3 of the PPS.

County of Frontenac Official Plan, 2016

The County of Frontenac Official Plan is a framework for guiding development in the County through the management and protection of the natural environment and by providing direction and influence on growth patterns. It is focused on the six themes of economic sustainability, growth management, community building, housing and social services, heritage and culture, and environmental sustainability. Official plans for upper-tier municipalities deal with broad planning issues that affect more than one municipality. All lower-tier official plans and zoning by-laws must conform to the upper-tier plan; as such the proposed amendment must conform to the County of Frontenac Official Plan.

Section 3: Growth Management of the County's Official Plan sets out policies intended to help guide new development across Frontenac County. These policies are intended to manage change from a regional level. Section 3.2.2 Settlement Area Policies identify the historic settlement patterns in the County and efficient development patterns. With regards to rural development, the Plan states that rural residential development will continue to be an important component of household growth in the County, given that overall residential development is projected to be limited. Demonstration of limited rural residential development in Township Official plans may include such measures as limits to the number of lots granted through consents.

Section 3.3 Rural Lands provide objectives and policies for lands outside of settlement areas. Objectives include preserving open space, promoting rural living in a manner sensitive to the ecological balance, maintaining economic stability, and preserving the farming community. Increasing the number of severances permitted on a lot as it existed on January 1, 1985, from three to four will provide for limited residential development on Wolfe Island. The proposed amendment conforms to the policies in the County of Frontenac Official Plan.

Township of Frontenac Islands Official Plan, July 2013 Consolidated Version

The Township of Frontenac Islands Official Plan is a guiding policy document for sustainable growth in the Township. It is a policy of the Plan to maintain a permanent and viable agricultural industry throughout the Township. It is the intent of the Plan to protect land suitable for agricultural production from scattered development and land uses which are unrelated to agriculture. The Township will direct limited non-farm growth to the Rural areas provided it will not interfere with or limit existing farm activity in the Rural designation. The development of land in the Rural areas will be primarily by consent to a land severance. As such, the Township Official Plan supports limited residential development in the Rural designation and recognizes that this will be achieved through consent applications. Any new development (including creation of new lots), must comply with the minimum distance separation (MDS) formulae. This will ensure that new lots do not limit existing farm activity and minimize odour conflicts between livestock facilities and development.

Section 5.2.3.8 of the Township Official Plan states that the establishment of new non-farm related development will generally be discouraged throughout the Rural designation. Limited non-farm development, however, will be permitted on lots created by a consent to a land severance by the Approval Authority in accordance with the policies contained in Section 6.3.3 Special Policies Non-Farm Residential Severances in the Rural Designation. Further, existing non-farm residential development may be appropriately zoned in the implementing Zoning By-law where a node or cluster of such uses exists. Where such development has been zoned, infilling of residential uses may be permitted in accordance with the policies of Section 6.3 hereof. The expansion of the nodes or clusters of non-farm residential development shall generally be discouraged.

Section 5.2.4 Shoreland Areas of the Official Plan speaks to the protection of the lands along waterbodies in the Township from development that would compromise its environmental and ecological integrity. Where shoreland area has been developed in a linear fashion, the land on the other side of this linear row of development may be

developed with limited residential uses, in keeping with the consent policies in the Rural designation.

The adopted amendment will increase the number of severances permitted from three to four for any lot as it existed on January 1, 1985 and will result in additional development within the Rural Area and Shoreland Area of the Township. The Township policies support limited residential development with regard to the viability of agriculture in the Township. Increasing the number of permitted severances will result in the potential for additional growth in the Rural areas, but keeping within the framework of the Official Plan policies.

Comment

Section 6.3.3 of the Township of Frontenac Islands Official Plan restricts the number of severances permitted in the Rural designation to three severances from the existing lot of record dating back to January 1, 1985. The proposed amendment will increase the number of permitted severances from three to four dating back to January 1, 1985 on Wolfe Island (all lands excluding Howe Island). In the report titled Non-Farm Residential Severances in the Rural Designation, Section 6.3.3 - Official Plan Amendment on the July 9, 2018 Township Council agenda a detailed planning analysis and methodology was provided for the increase in permitted severances. The analysis including vacant land assessment, evaluation of population projections for the Township, and review of the number of consent applications approved from 1985-2016. The report outlined options for increasing development potential in the Township including resetting the date in Section 6.3.3 or increasing the number of severances. The report can be found here - Township of Frontenac Islands Council Agenda July 9, 2018

Staff recommend that County Council approve Amendment 6 to the Township of Frontenac Islands Official Plan. The adopted amendment is consistent with the Provincial Policy Statement, 2014, and conforms to the County of Frontenac Official Plan, 2016.

Sustainability Implications

One of the key focus areas of Directions for Our Future, the County's Sustainability Plan, is Land Use Planning and Management. From a sustainability perspective, this involves an approach that ensures a clean and healthy environment, a strong economy, and long term viability. Approval of this amendment will permit sustainable and environmentally conscious development within the Rural designation on Wolfe Island (all lands in the Township excluding Howe Island).

Financial Implications

There are no direct financial implications to the County of Frontenac for this approval.

Organizations, Departments and Individuals Consulted and/or Affected

Township of Frontenac Islands

Attachments:
Official Plan Amendment Submission from Frontenac Islands for OPA No. 6

Decision

With respect to an Official Plan Amendment

Subsection 17(34) of the Planning Act

Amendment No. 6 to the Official Plan for the Township of Frontenac Islands, as adopted by Township of Frontenac Islands By-Law No. 15-2018 is hereby approved. This approval was authorized by Frontenac County Council on April 17, 2019.

Dated at the County of Frontenac this 17th day of April, 2019.

Ron Higgins, Warden County of Frontenac	Jannette Amini, County Clerk County of Frontenac

Amendment Number 6 to the Official Plan

for the

Corporation of the Township of Frontenac Islands

By-Law No. 15-2018

Being a By-law to adopt Official Plan Amendment No. 6 to amend the Official Plan of the Township of Frontenac Islands to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island).

Official Plan Amendment

Amendment Number 6 to the Official Plan

for the

Corporation of the Township of Frontenac Islands

The attached explanatory text, constituting Amendment Number 6 to the Official Plan of the Township of Frontenac Islands, was prepared by the Council of the Township of Frontenac Islands under the provisions of Sections 17 and 21 of the *Planning Act, R.S.O 1990,* as amended.

Mayor Denis Doyle

CAO, Clerk, Treasurer Darlene Plumley

The Corporation of the Township of Frontenac Islands

By-Law Number 15-2018

Being a By-Law to Adopt Official Plan Amendment Number 6 to the Official Plan for the Township Frontenac Islands

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Whereas Amendment Number 6 to the Official Plan for the Township of Frontenac Islands has been supported by the Council of the Corporation of the Township of Frontenac Islands;

And Whereas the Council of the Township of Frontenac Islands considered all written and oral submissions received on this application, the effect of which helped Council to make an informed decision;

And Whereas the County of Frontenac is the approval authority for Official Plan Amendments for the Township of Frontenac Islands under the *Planning Act, R.S.O 1990, as amended;*

And Whereas The Corporation of the Township of Frontenac Islands has provided a copy of the proposed Amendment Number 6 to the County of Frontenac pursuant to 17(15)(a) of the *Planning Act, R.S.O 1990 as amended;*

Now Therefore, the Council of the Corporation of the Township of Frontenac Islands, in accordance with the provisions of Sections 17 and 21 of the *Planning Act, R.S.O. 1990, as amended,* hereby enacts as follow:

That Amendment Number 6 to the Official Plan the Township of Frontenac Islands, consisting of the attached explanatory text and text amendments, is hereby adopted.

That the Clerk be authorized and directed to make application to the County of Frontenac for approval of Official Plan Amendment Number 6 for the Corporation of the Township of Frontenac islands.

That this by-law shall come into force and take effect on the date of the final passing, subject to the provisions of section 17 and the regulations under the *Planning Act, R.S.O. 1990 as amended.*

Read a first and second time this 9th day of July, 2018

Read a third time and finally passed this 9th day of July, 2018

Mayor Denis Doyle

CAO, Clerk, Treasurer
Darlene Plumley

Amendment Number 6 to the Official Plan

for the

Corporation of the Township of Frontenac Islands

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Amendment 2

By–law Number 15-2018 3

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Part A – The Preamble does not constitute part of this amendment.

Purpose 5

Location 5

Basis of the Amendment 5

Part B - The Amendment consisting of the following text constitutes Amendment Number 6 to the Official Plan for the Township of Frontenac Islands.

Introductory Statement 5

Details of the Amendment 5

Implementation and Interpretation 6

The Appendices – The appendices do not constitute part of this amendment.

Appendix A – Certification of Compliance with Public Involvement and Notice Requirements

Appendix B – Notice of Public Meeting .....(Not Attached)

Appendix C – Minutes of the Public Meeting .....(Not Attached)

Appendix D – Written Submissions .....(Not Attached)

Appendix E – Certification of True Copy .....(Not Attached)

Part A - The Preamble

The title of this amendment is "Amendment No. 6 to the Official Plan of the Township of Frontenac Islands" hereinafter referred to as "Amendment No. 6".

Purpose

The purpose of Amendment No. 6 is to amend the Official Plan of the Township of Frontenac Islands to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island).

Location

Amendment No. 6 will apply all lands located within the Township of Frontenac Islands.

Basis of the Amendment

The purpose of Amendment No. 6 is revise Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). Extensive analysis of severance history in the Township from 1998 (date of amalgamation) to present indicated that there was planning rationale, consistent with the 2014 Provincial Policy Statement, to allow for one additional severance with the exception of rural lands on Howe Island (Howe Island was not recommended to allow for an additional severance based in part of the existing capacity of the County and Township ferries).

Part B – The Amendment

Introductory Statement

All of this part of the document entitled "Part B – The Amendment" consisting of the following text is Amendment No. 6 to the Official Plan of the Township of Frontenac Islands.

Details of the Amendment

The Official Plan is amended as follows:

Section 6.3.3. 1. ii. be deleted in its entirety and replaced with the following:

"ii. No more than 4 severances shall be granted from any lot as it existed on January 1, 1985, excluding lands on Howe Island which shall be limited to 3 severances."

Implementation and Interpretation

The implementation and interpretation of this Amendment shall be in accordance with relevant policies of the Official Plan.

Amendment Number 6 to the Official Plan

for the

Corporation of the Township of Frontenac Islands

By-Law No. 15-2018

Being a By-law to adopt Official Plan Amendment No. 6 to amend the Official Plan of the Township of Frontenac Islands to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island).

Official Plan Amendment

Amendment Number 6 to the Official Plan

for the

Corporation of the Township of Frontenac Islands

The attached explanatory text, constituting Amendment Number 6 to the Official Plan of the Township of Frontenac Islands, was prepared by the Council of the Township of Frontenac Islands under the provisions of Sections 17 and 21 of the *Planning Act, R.S.O 1990,* as amended.

Mayor Denis Doyle

CAO, Clerk, Treasurer Darlene Plumley

The Corporation of the Township of Frontenac Islands

By-Law Number 15-2018

Being a By-Law to Adopt Official Plan Amendment Number 6 to the Official Plan for the Township Frontenac Islands

---

Whereas Amendment Number 6 to the Official Plan for the Township of Frontenac Islands has been supported by the Council of the Corporation of the Township of Frontenac Islands;

And Whereas the Council of the Township of Frontenac Islands considered all written and oral submissions received on this application, the effect of which helped Council to make an informed decision;

And Whereas the County of Frontenac is the approval authority for Official Plan Amendments for the Township of Frontenac Islands under the *Planning Act, R.S.O 1990, as amended;*

And Whereas The Corporation of the Township of Frontenac Islands has provided a copy of the proposed Amendment Number 6 to the County of Frontenac pursuant to 17(15)(a) of the *Planning Act, R.S.O 1990 as amended;*

Now Therefore, the Council of the Corporation of the Township of Frontenac Islands, in accordance with the provisions of Sections 17 and 21 of the *Planning Act, R.S.O. 1990, as amended,* hereby enacts as follow:

That Amendment Number 6 to the Official Plan the Township of Frontenac Islands, consisting of the attached explanatory text and text amendments, is hereby adopted.

That the Clerk be authorized and directed to make application to the County of Frontenac for approval of Official Plan Amendment Number 6 for the Corporation of the Township of Frontenac islands.

That this by-law shall come into force and take effect on the date of the final passing, subject to the provisions of section 17 and the regulations under the *Planning Act, R.S.O. 1990 as amended.*

Read a first and second time this 9th day of July, 2018

Read a third time and finally passed this 9th day of July, 2018

Mayor Denis Doyle

CAO, Clerk, Treasurer
Darlene Plumley

Amendment Number 6 to the Official Plan

for the

Corporation of the Township of Frontenac Islands

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Amendment 2

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Index 4

Part A – The Preamble does not constitute part of this amendment.

Purpose 5

Location 5

Basis of the Amendment 5

Part B - The Amendment consisting of the following text constitutes Amendment Number 6 to the Official Plan for the Township of Frontenac Islands.

Introductory Statement 5

Details of the Amendment 5

Implementation and Interpretation 6

The Appendices – The appendices do not constitute part of this amendment.

Appendix A – Certification of Compliance with Public Involvement and Notice Requirements

Appendix B – Notice of Public Meeting .....(Not Attached)

Appendix C – Minutes of the Public Meeting .....(Not Attached)

Appendix D – Written Submissions .....(Not Attached)

Appendix E – Certification of True Copy .....(Not Attached)

Part A - The Preamble

The title of this amendment is "Amendment No. 6 to the Official Plan of the Township of Frontenac Islands" hereinafter referred to as "Amendment No. 6".

Purpose

The purpose of Amendment No. 6 is to amend the Official Plan of the Township of Frontenac Islands to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island).

Location

Amendment No. 6 will apply all lands located within the Township of Frontenac Islands.

Basis of the Amendment

The purpose of Amendment No. 6 is revise Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). Extensive analysis of severance history in the Township from 1998 (date of amalgamation) to present indicated that there was planning rationale, consistent with the 2014 Provincial Policy Statement, to allow for one additional severance with the exception of rural lands on Howe Island (Howe Island was not recommended to allow for an additional severance based in part of the existing capacity of the County and Township ferries).

Part B – The Amendment

Introductory Statement

All of this part of the document entitled "Part B – The Amendment" consisting of the following text is Amendment No. 6 to the Official Plan of the Township of Frontenac Islands.

Details of the Amendment

The Official Plan is amended as follows:

Section 6.3.3. 1. ii. be deleted in its entirety and replaced with the following:

"ii. No more than 4 severances shall be granted from any lot as it existed on January 1, 1985, excluding lands on Howe Island which shall be limited to 3 severances."

Implementation and Interpretation

The implementation and interpretation of this Amendment shall be in accordance with relevant policies of the Official Plan.

Appendix A

Certification of Compliance with Public Involvement and Notice Requirements

I, Darlene Plumley, CAO, Clerk and Treasurer, hereby certify that the requirements for the giving of notice, and holding of at least one public meeting as set out in Subsection 17(15) of the *Planning Act, R.S.O. 1990,* as amended and giving of notice as set out in Section 17(24) of the *Planning Act, R.S.O. 1990,* as amended have been complied with.

CAO, Clerk and Treasurer, Darlene Plumley

Township of
Frontenac Islands

Open House – May 7, 2018 - Howe Island Municipal Office

Name	Address
Darlene Plumley	[redacted]
Brian Humphreys	
Terry Botten	
Bill Robertson	
Bob McCuaig	
Jimmy Taylor	
Albert Barrett	

Megan Rueckwald

From: Doug Harpell [redacted]
Sent: Thursday, June 29, 2017 10:16 AM
To: Megan Rueckwald
Cc: [redacted]
Subject: severances and 20 June open house

Megan
I want to add my comments and suggestions to your file(pile?).
First, I want to thank all involved for providing an opportunity for Islanders to receive the information and provide input to decisions which impact all residents.

Considering this information, it is my opinion that there is a sufficient supply of existing and potential severances with the current by-laws and amendments are not required for several years. Also, as many stated at the meeting and Mr. Botten commented in his communication, any plan to increase development must include a plan to increase ferry service.

My suggestion is that we use the next few years to gather more information about ferry usage. I believe simple technology can help us significantly. If traffic counters were installed at each ferry access, we would have an on-going count of how many axles come and go every day. If this info is combined with population counts, it would support or refute current anecdotal opinions about usage relative to population.
Also, recording cameras at each ferry access, (4), would provide a record of line-ups and wait times. If these cameras were accessible on the web by residents, they could make decisions about which ferry to use and therefore help balance traffic and reduce wait times.

Thanks again for all the work that has gone into this discussion.

Doug Harpell
[redacted]

Megan Rueckwald

From:	Carol Dwyre <cdwyre@kos.net>
Sent:	Friday, July 07, 2017 10:24 AM
To:	Megan Rueckwald
Cc:	Joe Gallivan
Subject:	FW: FW: Lighthouse Lane severance
Attachments:	ATT00022.txt; Yarema_Thomas_Property.pdf

This couple could not get a severance because of there had been 3 prior to them buying their lot. So they are in favour of moving the date forward.
Carol

From: Larry Yarema [mailto:layarema@gmail.com]
Sent: July-07-17 9:08 AM
To: Carol Dwyre Township of Howe Island
Subject: Fwd: FW: Lighthouse Lane severance

Hi Carol,

re: the announcement leaflet that went out a while back regarding the debate on severances,

if you recall Kate and I were on track to sever a parcel at the top of our lot and are sincerely interested in the outcome.

Any news you can share?

Cheers, Larry Yarema

[redacted]

From: Peter Young [mailto:pyoung@FRONTENACCOUNTY.CA]
Sent: May 22, 2012 4:11 PM
To: layarema@kos.net
Subject: Lighthouse Lane severance

Hi Lawrence and Kathryn,

I am a planner at the County of Frontenac working on a report to Frontenac Islands Council for your proposed severance on behalf of the Township. We were mapping the property based on your sketch provided with the application and just wanted to confirm the dimensions.

On our mapping system your property goes a bit farther north along Howe Island Drive and when we measure it using the dimensions in your sketch there is a small triangle at the top in addition to the area you sketched out. We are preparing the map for our report and I was wondering if the attached sketch accurately represents the boundaries you are proposing for the lot?

Please feel free to contact me if you have any questions.

Peter

Peter Young

Community Planner

County of Frontenac

2069 Battersea Road

Glenburnie, Ontario K0H 1S0

t. 613.548.9400 ext. 359

From: Kevin Farrell
Sent: Tuesday, May 22, 2012 3:41 PM
To: Peter Young
Cc: Joe Gallivan
Subject: Yarema/Thomas Property

Kevin Farrell - GIS Specialist
County of Frontenac - Administrative Services
2069 Battersea Road

Glenburnie ON K0H 1S0
Phone: 613 548-9400 Ext: 351

Fax: 613 548-8460

Email: kfarrell@frontenaccounty.ca

July 7, 2017

Rural Designation for Development.

We would like to take this time to congratulate Council on their initiative to change the official plan to accommodate the severance of rural property, which will undoubtably allow the potential for growth in our inner island.

Due to our unique boundaries we feel Council should have more control at the local level to make decisions regarding matters within our municipality.

We regret we were unable to attend the open meeting regarding severances due to prior commitments and we look forward to further discussions on this matter.

Glenn & Anne Mosier

RECEIVED
JUL 13 2017
TC

Megan Rueckwald

From: Terry Botten [redacted]
Sent: Friday, June 23, 2017 6:55 PM
To: Terry Botten
Cc: Megan Rueckwald; carol dwyre
Subject: Severances in Rural Areas: June 20 Open House-Comments

Islanders,

This response to my earlier email from the County's Community Planner. If you would like to comment, please respond to Megan with a copy to Carol. Thank you...

Terry

From: Megan Rueckwald <mrueckwald@FRONTENACCOUNTY.CA>
Sent: Friday, June 23, 2017 10:48 AM
To: Terry Botten
Cc: Carol Dwyre
Subject: RE: Severances in Rural Areas: June 20 Open House-Comments

Hi Terry,

Thank you very much for the detailed comments and for coming out to the Open House on Howe Island. I have added your comments to our comments received and have also CC'd Carol from the Township so she has a record of them as well.

If you know of anyone else who may be interested in providing comments please pass along my information. The presentations for Howe and Wolfe Island will be posted online for anyone who may have missed them.

Cheers,

Megan

From: Terry Botten [redacted]
Sent: Friday, June 23, 2017 11:41 AM
To: Megan Rueckwald <mrueckwald@FRONTENACCOUNTY.CA>
[redacted]
Subject: Severances in Rural Areas: June 20 Open House-Comments

Megan,

My comments:

1. "It's the economy, stupid", a campaign message during Bill Clinton's successful 1992 presidential campaign. In our case, "It's the ferry, stupid". As it is on any inhabited island, transportation is the

number one priority, more so on Howe with this initiative to determine any change to the Official Plan's current policy of limiting of 3 severances per lot.

2. In moving forward, we're talking about land use planning, not retirement planning. As author and activist, Jane Jacobs, known for her influence on urban studies said about city planning, "People must take a modicum of public responsibility for each other even if they have no ties to each other." This can be said in our rural setting.
3. Please use the latest census figures for any projections. Also, please consider the changing demographic and psychographic make-up of island residents as the dynamics of island life have changed since my wife and I bought in 1995, even the changes since the full census in 2006. Please comment on the infrastructure needed to support the every-changing population...lawn mowing companies, heating/cooling fuel suppliers, lawn sprinkling maintenance companies, UPS deliveries, school buses, etc. Please take into account there are no retail stores on Howe.
4. When will the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and the Ministry of Municipal Affairs and Housing enter the discussions? With the County lifting the restrictions on heavy vehicles supporting agricultural operations during rush hours on the County-managed ferry, how does an increase in residential lots that would house commuters mix with the farming community?
5. You stated that you didn't count the number of trailers. I'm assuming you meant recreational trailers? The Township has a by-law respecting trailers, **Number 95:05**, dated May 9, 1995. From a Township council meeting of November, 2005, Councillor Calvin commented, "In my mind all residents including summer residents who live in trailers share in everything the municipality has to offer yet in some cases due to the structure of taxation they, in effect, have a trailer that they use as a full time cottage and they don't share the same burden of taxation." From the township council meeting of October, 2008, Mayor Vanden Hoek said that trailers are popping up in the Township in violation of the by-law with no enforcement from the Township and council agreed that there needed to be fairness in taxation, property standards and a consistency of position regarding trailers and by-law enforcement. Nothing has been done to proactively enforce or change the by-law. **'Recreational trailers' not only impact ferry usage** but other services such as garbage pick-up, recycling, roads...yet, such trailers, including those on properties that have existing houses, are non-existent in your numbers.
6. With regard to the date at which the number of consents may change, it was said it's an arbitrary date, it could be 2000. So, how does that work? Are pieces of paper with the years 1985 through 2017 placed in a hat then the winning year drawn?
7. Line graphs, bar charts, pie charts, scatterplot charts, alternating rows tables...all look scientific and learned. Yet, islanders are dealing with reality. Once again, a quote from Jane Jacobs, "City planners are always saying you can't make an omelet without breaking eggs. But they are talking about people, not eggs! If planning helps people, they ought be better off as a result, not worse off."

Megan, I didn't hear one islander at the open house say they were anti growth but what was said was that with any discussions on growth, the link to the mainland must go hand-in-hand in the process.

Some islanders didn't attend the meeting. I have blind-copied a few of them as I'm sure they are interested.

Terry Botten
Howe Island

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Township of
Frontenac Islands

OPEN HOUSE

Concerning Official Plan Policy Section 6.3.3 – Restriction of Severances in Rural Areas

JUNE 20, 2017, HOWE ISLAND

COMMENT SHEET

Name RICHARD ARMSTRONG Address [redacted]

- I WILL MAKE THIS COMMENT BEFORE THE MEETING BEGINS, UNTIL THE FERRY ISSUE IS RESOLVED. THERE SHOULD BE NO FURTHER DEVELOPMENT / SEVERANCES

DURING THE MEETING ADDITION COMMENTS

- THE FERRY MORNING & EVENING IS ALREADY OVER CAPACITY - AND I AM NOT SPEAKING OF CONSTRUCTION VEHICLES WHICH IS ANOTHER ISSUE AS WELL AS (4) SCHOOL BUSES!

THE FERRY IS JAMMED NOW

- SERVICE VEHICLES - LAWN / PROPANE / REPAIR TRUCKS - TRAILERS.
- CONSTRUCTION VEHICLES -
- FOUR SCHOOL BUSES.
- MULTIPLE CARS. IN A FAMILY - TWO JOBS TWO CARS.

~ I DO NOT HAVE AN ISSUE WITH NEW NEIGHBOURS BUT HOW DO WE GET ON & OFF THE ISLAND

Richard

Thursday, June 22, 2017 8:45 AM

Comments on Severances

We feel that the severance process should currently remain as is until the transportation issue, (Ferry),is corrected to an acceptable level of service.

On June 20th we left our home , on Howe Island, for a doctors appointment. We waited through three ferry loads. This put us late for our appointment for which I had to pay and reschedule. Returning home we sat through two because of loaded gravel trucks .We feel this level of service is unsatisfactory. In the past we figured leaving an hour ahead of scheduled appointments, would be good. Now is appears that we must leave two hours or more to assure arrival at appointment.

We also have concerns with large school buses coming to the island day and night with minimal, sometimes empty, amount of riders. Could there not be a transfer on the mainland from one small bus?

Ferry notification via twitter, could use more information explaining outages.

Bob McClennon

Megan Rueckwald

From: [redacted]
Sent: April 18, 2018 4:12 PM
To: Megan Rueckwald
Subject: Re: Severance Policy - Frontenac Islands

Hello Megan,

My wife Bev and I met with you last October re severances. We are curious to know where things stand at this point regarding severances on Wolfe Island...

Thank you!

Duncan Pyke

On Oct 18, 2017, at 2:39 PM, Megan Rueckwald <mrueckwald@FRONTENACCOUNTY.CA> wrote:

> Hello Bev and Duncan,
>
> It was great to meet you this afternoon and discuss some options for a severance on Wolfe Island. Please find the attached presentation from the Open House on Wolfe Island with respect to changing the date of the severance policy in the Official Plan. If you have any questions please let me know. I've added you to the list of people who we will notify for any upcoming meetings.
>
> Cheers,
>
> **Megan Rueckwald, M.PL.**
> Community Planner
> Planning and Economic Development
> County of Frontenac
> 2069 Battersea Road,
> Glenburnie ON K0H 1S0
> Phone: 613-548-9400 ext.359
> Fax: 613-548-8460
> mrueckwald@frontenaccounty.ca
> FrontenacCounty.ca
> FrontenacMaps.ca
>
> FRONTENAC

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<Open House Presentation - Consents on Islands (Wolfe).pdf>

Township of
Frontenac Islands

RECEIVED
JUN 29 2017

OPEN HOUSE

Concerning Official Plan Policy Section 6.3.3 – Restriction of Severances in Rural Areas

JUNE 20, 2017, HOWE ISLAND

COMMENT SHEET

Name Mike + Rachelle Wertwyn Address [redacted]

-See attached

To members of Council, and County of Frontenac employees, thank you for the Planning Presentation. It was very informative and worthwhile.

We agree that any Official Policy related to Restriction of Severance in Rural Areas needs to be implemented in conjunction with a Transportation Plan. It is, however, of utmost importance to have the Transportation Plan in place prior to lifting the restrictions of severances. Otherwise, the already long ferry line-ups will be unbearable, with the potential to negatively impact house sales and land values.

We question the accuracy of the analysis on the ferry capacity that was presented. It was mentioned that considering the current population trend, that by 2026 there would be 3 ferry waits. Well, we are living 2026 now!! Recent example: Note 19 and 20 June waits of 3 ferries between 4:30 and 6pm.

It is unlikely that the ferry analysis considered traffic as a result of the new boat business, school buses, nuns on pilgrimages, farmers and vehicles with trailers, home maintenance vehicles (home care, cleaners, yard maintenance), new home building truck traffic, festivals and special occasions. During peak times we are **regularly** waiting 2 ferries (45-50 mins) and sometimes 3 ferries (1-1.25 hrs).

The provincial government responsible for transportation does not have a vested interest in policy changes regarding land severances, so it will, no doubt, be difficult to negotiate any changes. However, recommendations by Council to MTO could include the following:

- Bridge (add up the mega-millions spent over the last decade and we could already have a bridge in place).

- Larger Township ferry: perhaps a reconditioned ferry from elsewhere could become available in the next number of years.

- Faster/larger County ferry in conjunction with:

    - Improved training for new employees. New employees should have Ferry Loading 101 training – i.e.: How to properly load and unload vehicles –especially buses. Seems logical, but this is not occurring. Also, new employees should not initially be allowed to drive the ferry and direct traffic during peak times. They should be mentored and gather experience prior to taking over at peak times. Examples of what has recently occurred to impact ferry traffic can be provided upon request.

- Improved Capacity: Can the current ferry be modified to go faster –especially during the summer months? 8-12 years ago our GPS clocked the ferry at 5 km/hr, but over the last few years it is down to 3 km/hr.

Mike and Rachelle Wertwyn
[redacted]

Megan Rueckwald

From: Terry Botten [redacted]
Sent: Friday, June 23, 2017 6:55 PM
To: Terry Botten
Cc: Megan Rueckwald; carol dwyre
Subject: Severances in Rural Areas: June 20 Open House-Comments

Islanders,

This response to my earlier email from the County's Community Planner. If you would like to comment, please respond to Megan with a copy to Carol. Thank you...

Terry

From: Megan Rueckwald <mrueckwald@FRONTENACCOUNTY.CA>
Sent: Friday, June 23, 2017 10:48 AM
To: Terry Botten
Cc: Carol Dwyre
Subject: RE: Severances in Rural Areas: June 20 Open House-Comments

Hi Terry,

Thank you very much for the detailed comments and for coming out to the Open House on Howe Island. I have added your comments to our comments received and have also CC'd Carol from the Township so she has a record of them as well.

If you know of anyone else who may be interested in providing comments please pass along my information. The presentations for Howe and Wolfe Island will be posted online for anyone who may have missed them.

Cheers,

Megan

From: Terry Botten [redacted]
Sent: Friday, June 23, 2017 11:41 AM
To: Megan Rueckwald <mrueckwald@FRONTENACCOUNTY.CA>
[redacted]
Subject: Severances in Rural Areas: June 20 Open House-Comments

Megan,

My comments:

1. "It's the economy, stupid", a campaign message during Bill Clinton's successful 1992 presidential campaign. In our case, "It's the ferry, stupid". As it is on any inhabited island, transportation is the

number one priority, more so on Howe with this initiative to determine any change to the Official Plan's current policy of limiting of 3 severances per lot.

2. In moving forward, we're talking about land use planning, not retirement planning. As author and activist, Jane Jacobs, known for her influence on urban studies said about city planning, "People must take a modicum of public responsibility for each other even if they have no ties to each other." This can be said in our rural setting.
3. Please use the latest census figures for any projections. Also, please consider the changing demographic and psychographic make-up of island residents as the dynamics of island life have changed since my wife and I bought in 1995, even the changes since the full census in 2006. Please comment on the infrastructure needed to support the every-changing population...lawn mowing companies, heating/cooling fuel suppliers, lawn sprinkling maintenance companies, UPS deliveries, school buses, etc. Please take into account there are no retail stores on Howe.
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Megan, I didn't hear one islander at the open house say they were anti growth but what was said was that with any discussions on growth, the link to the mainland must go hand-in-hand in the process.

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Terry Botten
Howe Island

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I, Megan Rueckwald, Manager of Community Planning, do solemnly swear that Pursuant to the requirements of the *Planning Act*, the following opportunities were provided for public involvement with respect to development and adoption of the Official Plan for the County of Frontenac:

- June 22, 2017 – Public Open was held on Wolfe Island.
- May 7, 2018 – Public Meeting was held on Howe Island.
- May 8, 2018 – Public Meeting was held on Wolfe Island.

Pursuant to the notice provisions of the *Planning Act*, a notice was provided by advertisement in The Kingston EMC, The Frontenac EMC, The Kingston Whig Standard and The Frontenac News 20 days in advance of the Public Meeting. A courtesy notice was also placed on the County of Frontenac Website as well as in the County of Frontenac eNewsletter.

Declared before me at the Township of Frontenac Islands in the Province of Ontario this 14th day of November, 2018

M. Rueckwald
Megan Rueckwald, Manager of Community Planning

Darlene Plumley
Darlene Plumley, a Commissioner, etc., for Taking Oaths, CAO/Clerk, Corporation of the Township of Frontenac Islands

I, Darlene Plumley, CAO/Clerk/Treasurer for the County of Frontenac do solemnly swear that the requirements for giving notice of amendment, and giving notice of the decision by the Township of Frontenac Islands regarding the amendment of its Official Plan, adopted by Township Council July 9, 2018 have been complied with, pursuant to the provisions set out in the *Planning Act*.

Darlene Plumley, CAO/Clerk/Treasurer

Declared before me at the Township of Frontenac Islands in the Province of Ontario this 14th day of November, 2018

Carol Dwyre, a Commissioner, etc., for Taking Oaths, The Corporation of the Township of Frontenac Islands

November 12, 2018

I, Megan Rueckwald, Manager of Community Planning for the County of Frontenac, confirm that Township of Frontenac Islands Official Plan Amendment No. 6:

a) is consistent with the policy statements issued under subsection 3(1) of the *Planning Act*;
b) Conforms and or does not conflict with any applicable provincial plan or plans; and
c) Conforms with the County of Frontenac Official Plan.

M. Rueckwald

Megan Rueckwald, Manager of Community Planning

Township of Frontenac Islands
Special/Public Meeting of Council
Howe Island Council Chambers
May 7th, 2018
6:30 p.m.

A special/public meeting of the Council of The Corporation of the Township of Frontenac Islands was called to order on May 7th, 2018 at 6:30 p.m. in the Howe Island Council Chambers, Howe Island, Ontario.

Members Present:

Mayor: Denis Doyle	Councillors:	Wayne Grant
		Bruce Higgs
Deputy Mayor: Natalie Nossal		Barb Springgay

Staff Present:
C.A.O./Clerk/Treasurer Darlene Plumley
Deputy Clerk/Treasurer Carol Dwyre
Planning & Economic Development Joe Gallivan
Community Planner Meghan Rueckwald
Kevin Farrell, GISP Manager of Continuous Improvement

A number of members of the public were in attendance.

The Agenda for May 7th, 2018 was introduced.
Moved By: Deputy Mayor Nossal (SPM-01-07/05-2018)
Seconded By: Councillor Higgs
THAT the Agenda be approved.
CARRIED

No Disclosure of the general nature thereof was declared.

Mayor Doyle stated that the purpose of the Special/Public Meeting is to gather input on Non Farm Residential Severances in the Rural Designation, Section 6.3.3 and the Proposed Official Plan Policy Amendment.

Community Planner Rueckwald provided a detailed report which contained information on the proposed Township-initiated Official Plan Amendment to Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). Frontenac Islands Council is seeking input from the public at the required public meetings under the *Planning Act*.

In April 2017, Council directed planning staff to commence the background research necessary to begin the process to change the date for severances in Section 6.3.3 of the Township Official Plan. Section 6.3.3 of the Township of Frontenac Islands Official Plan ("Special Policies Non-Farm Residential Severances in the Rural Designation") states that a consent to a land severance may be granted to allow the establishment of a new non-farm single dwelling where such lands satisfy the following criteria:

- The land is deemed to be poor agricultural land, which is defined as being Class 5 to 7 soils as shown on the Ministry of Agricultural Capability Mapping, and is not suited to an agricultural or agricultural related use;
- No more than 3 severances shall be granted from any lot as it existed on January 1, 1985; and
- The effect of such a severance does not interfere with or restrict the viability of adjoining farm activities or other adjacent land uses.

As a result of the background work undertaken Planning staff recommend amending Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). It is important to consider the impact of future development and policy review in the coming years in the Township.

Mayor Doyle opened the floor to questions/comments from Council and the Public.

Q. Terry Botten — Why waterfront lots are allowed to be smaller?

A. The Township Official Plan allows for this to take place, however MOE may change these guidelines.

Q. Bill Robertson — When identifying the option for an addition lot for Wolfe Island, was the introduction of the new ferry a factor in the decision?

A. The request for additional development was brought forward prior to the confirmation that a new ferry would be introduced into the transportation system, however with this information, it was considered a positive factor.

Q. Bill Robertson — The material states that this is a temporary solution, given the limited Howe Island Ferry Service will additional severances ever be considered?

A. Currently there is no direction to proceed in that direction, the Secondary Plan assist in determining where future growth will be centered. The Ministry of Municipal Affairs is monitoring closely where additional severances are granted contrary to the Provincial Policy Statement.

Q. Terry Botten — The County Plan identifies that applicants must conform to the ecological balance for waterfront development. Who defines waterfront character?

A. The Conservation Authority and the Ministry of Natural Resources would be signing off on those characteristics, often there is a private agreement with the Developer and MNR.

Brian Humphrey's stated that the option identified for Wolfe Island is not advisable for Howe Island due to the constraints of ferry service, cautious consideration should be given to how much growth occurs.

Moved By: Councillor Higgs (SPM-02-07/05-2018)
Seconded By: Deputy Mayor Nossal

THAT the Council of the Corporation of the Township of Frontenac Islands direct staff to prepare an Official Plan Amendment report and adopting By-Law for the June 11th 2018 Council meeting including a section explaining the effect written and oral submissions received from the required public meetings held under the Planning Act had on the recommendation.

Adjournment was then introduced.

Motioned By: Councillor Higgs (SPM-03-07/05-2018)
Seconded By: Councillor Grant

THAT the meeting be adjourned at 7:10 p.m.

CARRIED

W. J. Doyle
Mayor Doyle

Darlene Plumley
C.A.O./Clerk Plumley

Township of Frontenac Islands
Special/Public Meeting of Council
Wolfe Island Council Chambers
May 8th, 2018
6:30 p.m.

A special/public meeting of the Council of The Corporation of the Township of Frontenac Islands was called to order on May 8th, 2018 at 6:30 p.m. in the Wolfe Island Community Hall, Wolfe Island, Ontario.

Members Present:
Mayor: Denis Doyle Councillors: Wayne Grant
Barb Springgay

Not Present: Natalie Nossal
Bruce Higgs

Staff Present:
C.A.O./Clerk/Treasurer Darlene Plumley
Deputy Clerk/Treasurer Carol Dwyre
Theresa Quist/Administrative Assistant/Health and Safety Coordinator
Planning & Economic Development Joe Gallivan
Community Planner Meghan Rueckwald
Kevin Farrell, GISP Manager of Continuous Improvement

A number of members of the public were in attendance.

The Agenda for May 8th, 2018 was introduced.
Moved By: Councillor Springgay (SPM-01-08/05-2018)
Seconded By: Councillor Grant
THAT the Agenda be approved.
CARRIED

No Disclosure of the general nature thereof was declared.

Mayor Doyle stated that the purpose of the Special/Public Meeting is to gather input on Non Farm Residential Severances in the Rural Designation, Section 6.3.3 and the Proposed Official Plan Policy Amendment.

Community Planner Rueckwald provided a detailed report which contained information on the proposed Township-initiated Official Plan Amendment to Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). Frontenac Islands Council is seeking input from the public at the required public meetings under the *Planning Act*.

In April 2017, Council directed planning staff to commence the background research necessary to begin the process to change the date for severances in Section 6.3.3 of the Township Official Plan. Section 6.3.3 of the Township of Frontenac Islands Official Plan ("Special Policies Non-Farm Residential Severances in the Rural Designation") states that a consent to a land severance may be granted to allow the establishment of a new non-farm single dwelling where such lands satisfy the following criteria:

- The land is deemed to be poor agricultural land, which is defined as being Class 5 to 7 soils as shown on the Ministry of Agricultural Capability Mapping, and is not suited to an agricultural or agricultural related use;
- No more than 3 severances shall be granted from any lot as it existed on January 1, 1985; and
- The effect of such a severance does not interfere with or restrict the viability of adjoining farm activities or other adjacent land uses.

As a result of the background work undertaken Planning staff recommend amending Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). It is important to consider the impact of future development and policy review in the coming years in the Township.

Mayor Doyle opened the floor to questions/comments from Council and the Public.

Q.	Harry Hulton	Why does use of agricultural land differ in other parts of the province, ie. Niagara Region development?
A.	In the 1980 – 1990's developers purchased land and created plans for subdivisions and other development.	
Q.	Glenn Mosier	Why is development restricted to settlement areas, the whole of Wolfe Island should be considered rural residential? There is no additional demand for service when the lots are created along roads which are already there.
A.	Provincial directives dictate the agricultural designation and where growth should occur. During the Official Plan Comprehensive review, the expansion of the settlement area can be given consideration.	
Q.	Dave Woodman	Based on the amount of available land, why are so few lots allowed?
A.	Some are existing vacant lots of record. The number of lots created by consent is limited however Plans of Subdivision can be an option to accommodate additional growth.	
Q.	Barb Springgay	If a parcel of land has had two severances they can now have two more where in the past they would have only been allowed one. If the parcel has already had four severances, they have maxed out the number of lots on that parcel.

Q. Eldon McCready What is the minimum lot size?
A. 1 ¼ acres frontage is dependent on the location.
Q. Duncan Pyke If agricultural what are the restrictions?
A. The minimum size on agricultural land is 50 acres.
Q. Glenn Mosier Wolfe Island is unique with regard to its location, the number of farms is dwindling and the designation of agricultural land is restricting opportunities for growth. Is it possible to have OMAFRA reconsider these designations?
A. A review of the policies and restrictions can be undertaken at the in 2019 when the Comprehensive Review is undertaken, compliance with the Provincial Policy Statement will still be required.
Q. Dave Woodman If the land is zoned rural residential does the option for an additional severance still apply?
A. Yes, providing there is compliance with the conditions.

Glenn Mosier stated that the additional lot is a good step forward however Council and the Community need to work together and lobby OMAFRA to loosen up the rules for agricultural land designations.

Moved By: Councillor Grant (SPM-02-08/05-2018)
Seconded By: Councillor Springgay
THAT the Council of the Corporation of the Township of Frontenac Islands direct staff to prepare an Official Plan Amendment report and adopting By-Law for the June 11th 2018 Council meeting including a section explaining the effect written and oral submissions received from the required public meetings held under the Planning Act had on the recommendation.

Adjournment was then introduced.
Motioned By: Councillor Springgay (SPM-03-08/05-2018)
Seconded By: Councillor Grant
THAT the meeting be adjourned at 7:20 p.m.
CARRIED

Mayor Doyle

C.A.O./Clerk Plumley

Planning Report

TO: MEMBERS OF COUNCIL

FROM: JOE GALLIVAN
DIRECTOR
PLANNING & ECONOMIC DEVELOPMENT
COUNTY OF FRONTENAC

RE: OFFICIAL PLAN POLICY
RESTRICTION OF SEVERANCES IN RURAL AREAS

RECOMMENDATION: RECEIVE REPORT

DATE PREPARED: APRIL 5TH, 2017
DATE OF MEETING: APRIL 10TH, 2017

Recommendation

Be It Resolved That the Council of the Township of Frontenac Islands accept the Planning Report – "Official Plan Policy – Restriction of Severances in Rural Areas";

And Further That Council direct staff to set a date for Public Meeting(s) to receive comments from citizens on to consider allowing more residential lots to be created in the Rural areas of the Township.

Background

At the March 13th Township Council meeting the following resolution was passed:

> *"That the C.A.O. confirm that (the) County Planner will be in attendance at the April meeting to provide information requested concerning the background study necessary to commence the process to change the date for severance allowance."*

Planning Policy Development

Prior to amalgamation in 1998 the former Township of Howe Island did not have an Official Plan. The former Township of Wolfe Island did have an Official Plan but did not have any policies with respect to the limit of severances on a land holding. It is understood that the current policy that allows for three severances from a lot of record as of January 1st, 1985, was based on an approach used across the County by the Frontenac County Land Division Committee (note: the Land Division Committee was eliminated as part of the amalgamation process).

Existing Policy

The Township Official Plan contains a policy section (Section 6) that provides guiding principles for Council and/or the Committee of Adjustment to consider as part of reviewing a development proposal.

Section 6 of the Plan contains specific policies (6.3) for 'Criteria for Assessing Land Division Applications'. The criteria includes the following:

- Residential development should, wherever possible, occur by Plan of Subdivision or Plan of Condominium, and consents should be considered only where a subdivision plan "is not necessary for proper and orderly development".
- When considering a severance, Council should have regard to the amount of existing developed and vacant lots on the islands, as well as population projections.
- Consents should be considered on a limited basis and in such cases that the request is relatively minor and will not affect the future potential of the balance of the land holding.

Section 6 of the Plan contains a specific policy (6.3.3) for "non-farm residential severances in the Rural designation". This section contains, in part, the following:

- Creation of lots for new non-farm single detached dwellings should only be considered where the land is deemed to be poor agricultural land.
- No more than 3 severances shall be granted from any lot as it existed on January 1, 1985.

It is this last policy statement – limit of 3 severances per lot as of 1985 -- that Council has requested direction and possible changes to the Official Plan.

Current Vacant Lot Supply

Using the County GIS services an approximation of the number of vacant lots available for residential development has been determined within the following criteria:

- Lands designated 'Rural' in the Township Official Plan to comply with policies in Section 6.3.3. ; and
- Lot size between 1 acre to 3 acres (basis: these are lots that have the potential to be used for residential development, including 'undersized' lots that could be developed through Committee of Adjustment planning approvals).
- Vacant lots in Marysville excluded as they are within the 'Village' designation.

Using MPAC data, there are approximately 85 vacant residential lots in the Township of Frontenac Islands:

- Wolfe Island – 45 lots
- Simcoe Island – 5 lots
- Howe Island – 35 lots

Planning staff will do more detailed analysis on a property-by-property basis should Council want to hold a Public Meeting on this issue.

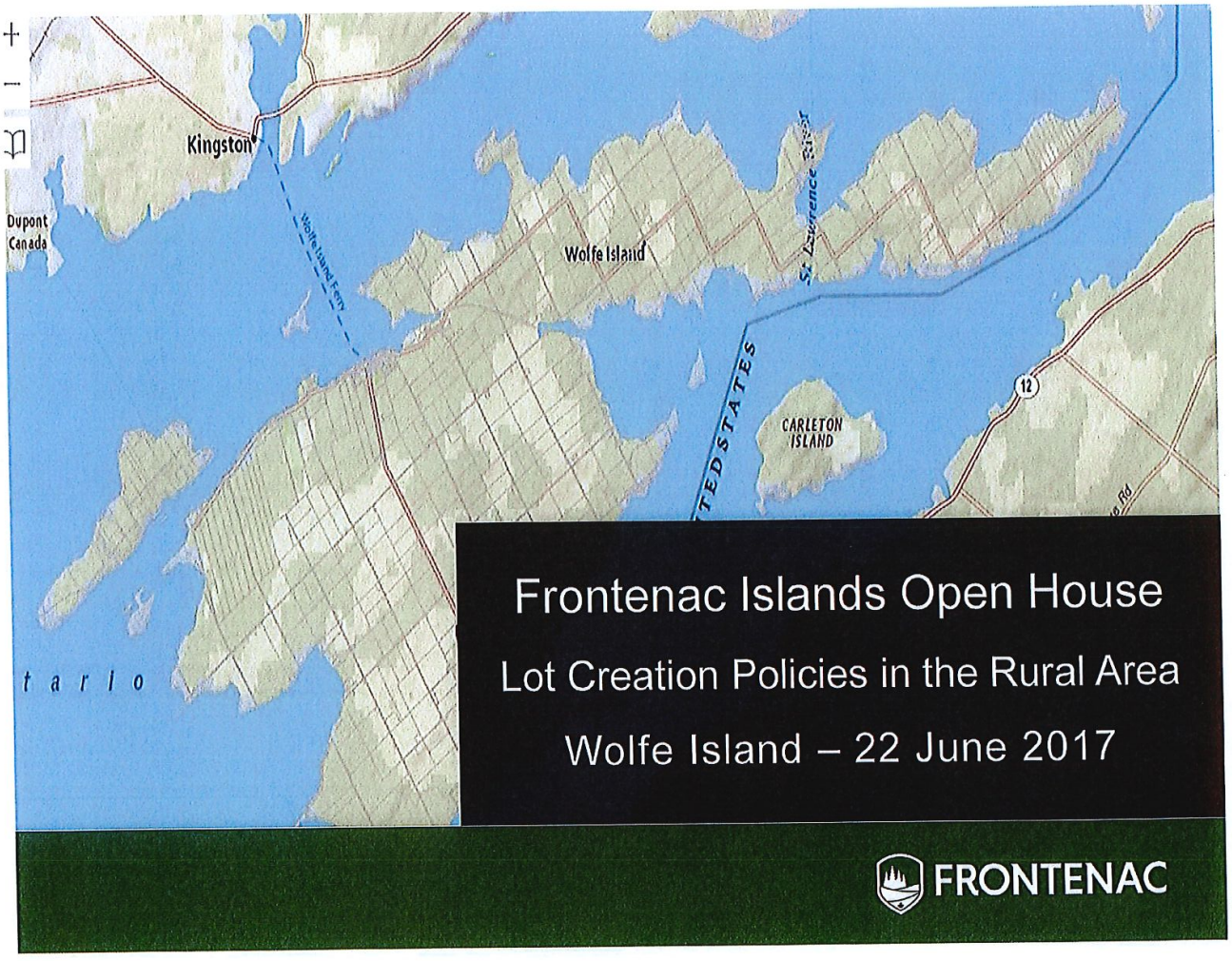
Next Steps

Should Council wish to consider allowing more residential development in the Rural designations, staff recommend that Council set the date(s) for a Public Meeting to receive comments from citizens.

Sincerely,

Prepared by:
Joe Gallivan MCIP
Director of Planning and Economic Development
County of Frontenac

69


Kingston
Dupont
Canada
Wolfe Island Ferry
Wolfe Island
St. Lawrence River
CARLETON
ISLAND
12
Frontenac Islands Open House
Lot Creation Policies in the Rural Area
Wolfe Island – 22 June 2017
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Frontenac Islands Open House
Official Plan -- Lot Creation Policies

Purpose:

- To receive comments from citizens to consider allowing more residential lots to be created in the Rural Area designation of the Township.

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Frontenac Islands Open House
Official Plan -- Lot Creation Policies

Direction (Council Resolution):

- "That the C.A.O. confirm that (the) County Planner will be in attendance at the April meeting to provide information requested concerning the background study necessary to commence the process to change the date for severance allowance." (March 13th, 2017 Council meeting).

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Frontenac Islands Open House
Official Plan -- Lot Creation Policies

Current Official Plan Policy:

- Section 6.3 – Criteria for Assessing Land Division Applications
  - When considering a severance, **"Council shall have regard to the amount of existing developed and vacant lots on the islands, as well as population projections"**
  - Consents to be considered on a **"limited basis"**

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Frontenac Islands Open House
Official Plan -- Lot Creation Policies

Current Official Plan Policy:

- Section 6.3.3 – Non-Farm Severances in Rural Designation
  - New lot creation for residential only to be considered if land is deemed poor agricultural.
  - **No more than 3 severances shall be granted from any lot as it existed on January 1st, 1985.**

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Frontenac Islands Open House
Official Plan -- Lot Creation Policies

Planning History:

- Pre-Amalgamation (1998)
  - Howe Island Township – no Official Plan
  - Wolfe Island Township – Official Plan, but no severance restrictions.
  - Frontenac County Land Division Committee – working policy of 3 severances per lot of record (Jan 1st, 1985) across the County.

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Frontenac Islands Open House
Official Plan -- Lot Creation Policies

County Official Plan:

- Section 3.3 – Rural Lands
  - "…intended to guide rural type development while at the same time protecting the rural character, heritage, and natural resources of the County."
  - Permitted Uses include . . .
    - Rural residential "at a limited scale"
    - Rural recreational

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Frontenac Islands Open House
Official Plan -- Lot Creation Policies

Provincial Policy Statement:

- Section 3.3 – Rural Lands
  - *"settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted."*

- Section 1.1.4.2
  - *" in rural areas, rural settlement areas shall be the focus of growth and development ..."*

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Frontenac Islands Open House
Official Plan -- Lot Creation Policies



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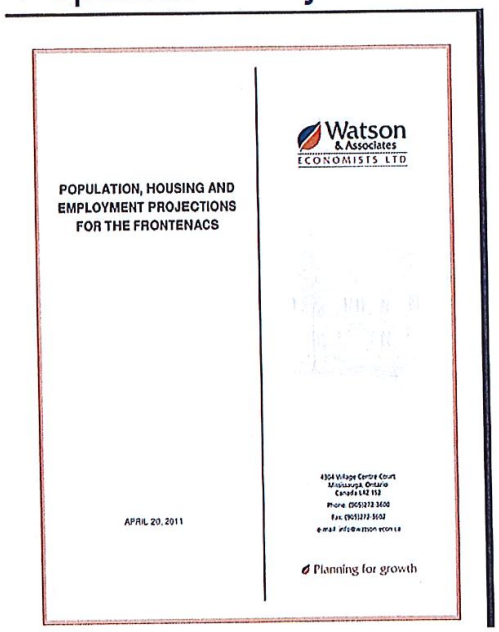
Frontenac Islands Open House
Official Plan -- Lot Creation Policies

Secondary Plan:

- Helps understand opportunities and address issues related to land use in certain defined geographic areas.
- Provide specific policies for Marysville where more detailed direction is needed for matters beyond the general framework provided by the Official Plan.
- Provide an opportunity to promote consistency in new/developing areas and compatibility within existing areas that require revitalization.

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Frontenac Islands Open House
Official Plan – Lot Creation Policies
Population Projections 2011 to 2036



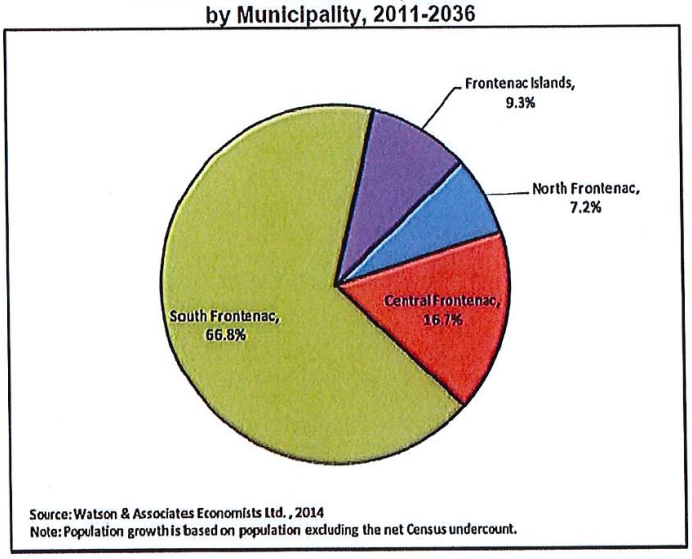
Background:

- County wide population projections – 2011 Census data
- Population, Housing, Employment
- Permanent and Seasonal projections by Township

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Frontenac Islands Open House
Official Plan – Lot Creation Policies
Population Projections

Frontenac County
Allocation of Permanent Population Growth by Municipality, 2011-2036



Source: Watson & Associates Economists Ltd., 2014
Note: Population growth is based on population excluding the net Census undercount.

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Table F-3a
Howe Island
Permanent Population and Household Forecast by Municipality, 2011-2036

Year	Population (Excluding Census Undercount)[1]	Population (Including Census Undercount)[1]	Households					Persons Per Unit[2]
			Low Density	Conversions Net (From Seasonal to Permanent)	Medium Density	High Density	Total	
2006	600	615	250	-	-	-	250	2.46
2011	600	615	260	-	-	-	260	2.37
2016	645	660	280	-	-	-	280	2.36
2021	700	720	300	5	-	-	305	2.36
2026	710	730	310	5	-	-	315	2.32
2031	750	770	325	10	-	-	335	2.30
2036	760	780	335	10	-	-	345	2.26
2006-2011	-	-	10		-	-	10	
2011-2016	45	45	20	-	-	-	20	
2011-2021	100	105	40	5	-	-	45	
2011-2026	110	115	50	5	-	-	55	
2011-2031	150	155	65	10	-	-	75	
2011-2036	160	165	75	10	-	-	85	
Percentage Household Growth by Unit Type, 2011-2036			100.0%		0.0%	0.0%	100.0%	

Source: Watson & Associates Economists Ltd., 2014.

Note: Numbers may not add precisely due to rounding.

1. Census Undercount is estimated at approximately 2.5%.

2. PPU Calculation based on Population Including the Census Undercount.

Table F-3b
Wolfe Island
Permanent Population and Household Forecast by Municipality, 2011-2036

Year	Population (Excluding Census Undercount)[1]	Population (Including Census Undercount)[1]	Households					Persons Per Unit[2]
			Low Density	Conversions Net (From Seasonal to Permanent)	Medium Density	High Density	Total	
2006	1,300	1,335	520	-	-	10	530	2.52
2011	1,350	1,385	540	-	-	10	550	2.52
2016	1,475	1,510	590	5	-	10	605	2.50
2021	1,525	1,565	620	5	-	10	635	2.46
2026	1,585	1,625	650	10	-	10	670	2.43
2031	1,615	1,655	675	10	-	10	695	2.38
2036	1,675	1,715	705	15	-	10	730	2.35
2006-2011	50	50	20		-	-	20	
2011-2016	125	125	50	5	-	-	55	
2011-2021	175	180	80	5	-	-	85	
2011-2026	235	240	110	10	-	-	120	
2011-2031	265	270	135	10	-	-	145	
2011-2036	325	330	165	15	-	-	180	
Percentage Household Growth by Unit Type, 2011-2036			100.0%		0.0%	0.0%	100.0%	

Source: Watson & Associates Economists Ltd., 2014.

Note: Numbers may not add precisely due to rounding.

1. Census Undercount is estimated at approximately 2.5%.

2. PPU Calculation based on Population Including the Census Undercount.

Severances in Rural Designation – GIS Analysis

6.3.3 Special Policies for Non-Farm Residential Severances in the Rural Designation

Methodology:

- Zoning within Rural Area designation was identified.
- Vacant lands suitable for development were identified.
- Lands were identified for potential consents if the date was reset to June 1, 2017.
- Number of consents from 1985 - 2016.

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Rural Area Designation Zoning – GIS Analysis

Zones identified as being within the Rural Area designation:

- Rural (RU)
- Rural Residential (RR)
- Seasonal Residential (RS) – Wolfe Only
- Limited Service Residential (LSR)
- Shoreline Residential Type 1 (SR1) – Howe Only
- Shoreline Residential Type 2 (SR2) – Howe Only

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Vacant Land – GIS Analysis

Vacant Lands Suitable for Development:

- Rural Area designation
- 1-3 acres in size (suitable for residential dwelling)
- Vacant

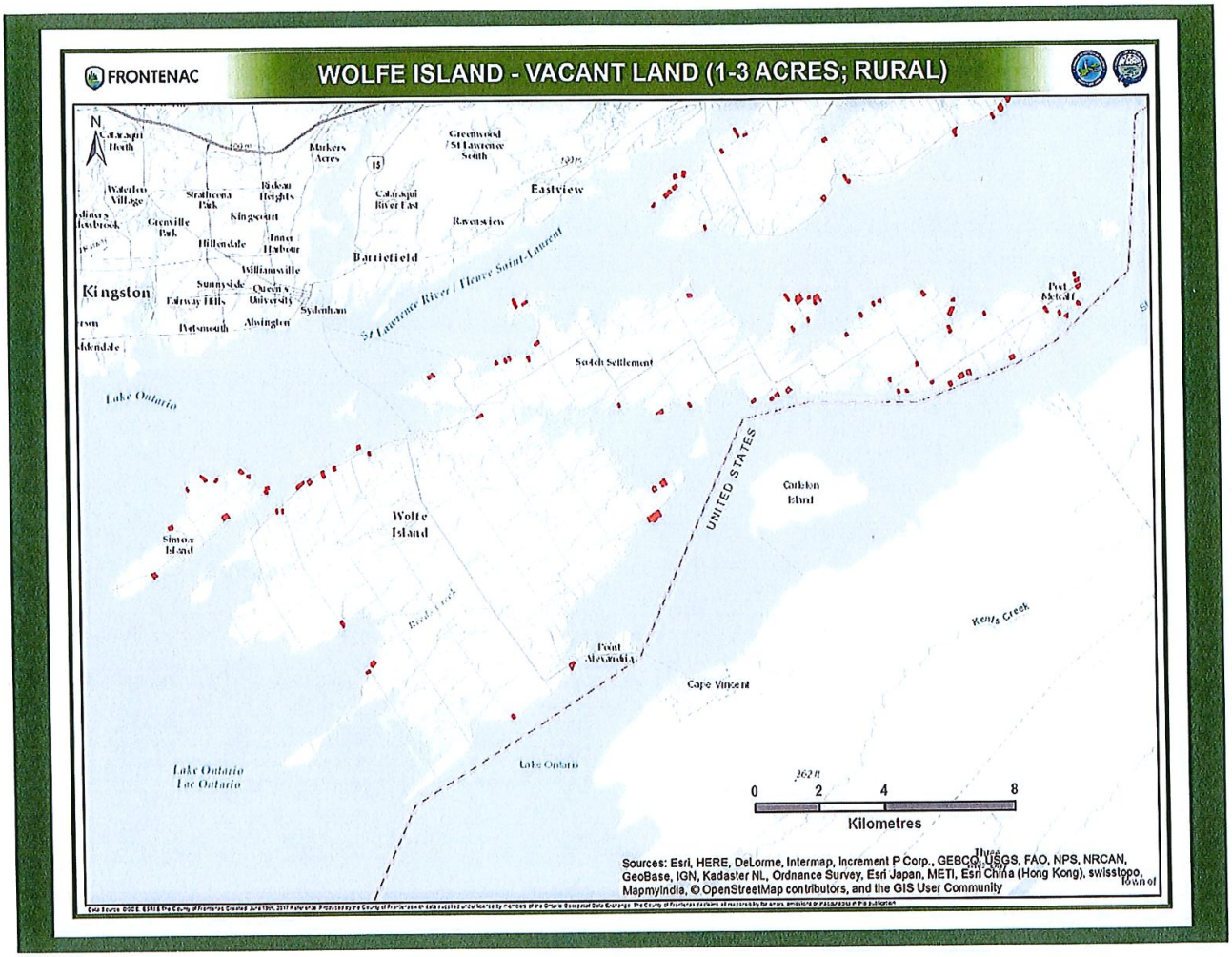


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Vacant Land – GIS Analysis

Zoning	Wolfe	Simcoe
Rural (RU)	38	2
Limited Service Residential (LSR)	51	13
Rural Residential (RR)	1	0
Shoreline Residential Type 1 (SR1)	N/A	N/A
Shoreline Residential Type 2 (SR2)	N/A	N/A
Seasonal Residential (RS)	7	0
TOTAL	**94**	**15**

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WOLFE ISLAND - VACANT LAND (1-3 ACRES; RURAL)
N
Cataraqui North
Markers Acres
Greenwood / St Lawrence South
Eastview
Waterloo Village
Strathcona Park
Bideau Heights
Cataraqui River East
Ravensview
Grenville Park
Kingscourt
Hillendale
Inner Harbour
Barriefield
Williamsville
Kingston
Sunnyside
Fairway Hills
Queen's University
Sydenham
Portsmouth
Abbington
St Lawrence River / Fleuve Saint-Laurent
Port Metcalfe
Swich Settlement
Lake Ontario
UNITED STATES
Carleton Island
Wolfe Island
Simcoe Island
Point Alexandria
Cape Vincent
Kents Creek
Lake Ontario
Lac Ontario
0 2 4 8
Kilometres
Sources: Esri, HERE, DeLorme, Intermap, Increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Future Consent Potential – GIS Analysis

How many severances may occur if the date was reset to June 1, 2017? Calculated potential new lots for 1, 2, and 3 severances.

Methodology:

- Minimum lot area for each zone in Rural Area
- Minimum lot frontage for each zone in Rural Area
- To sever off one lot, required to have twice the minimum lot area and frontage
- General analysis that did not consider placement of existing buildings

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Future Consent Potential – At Least One Consent

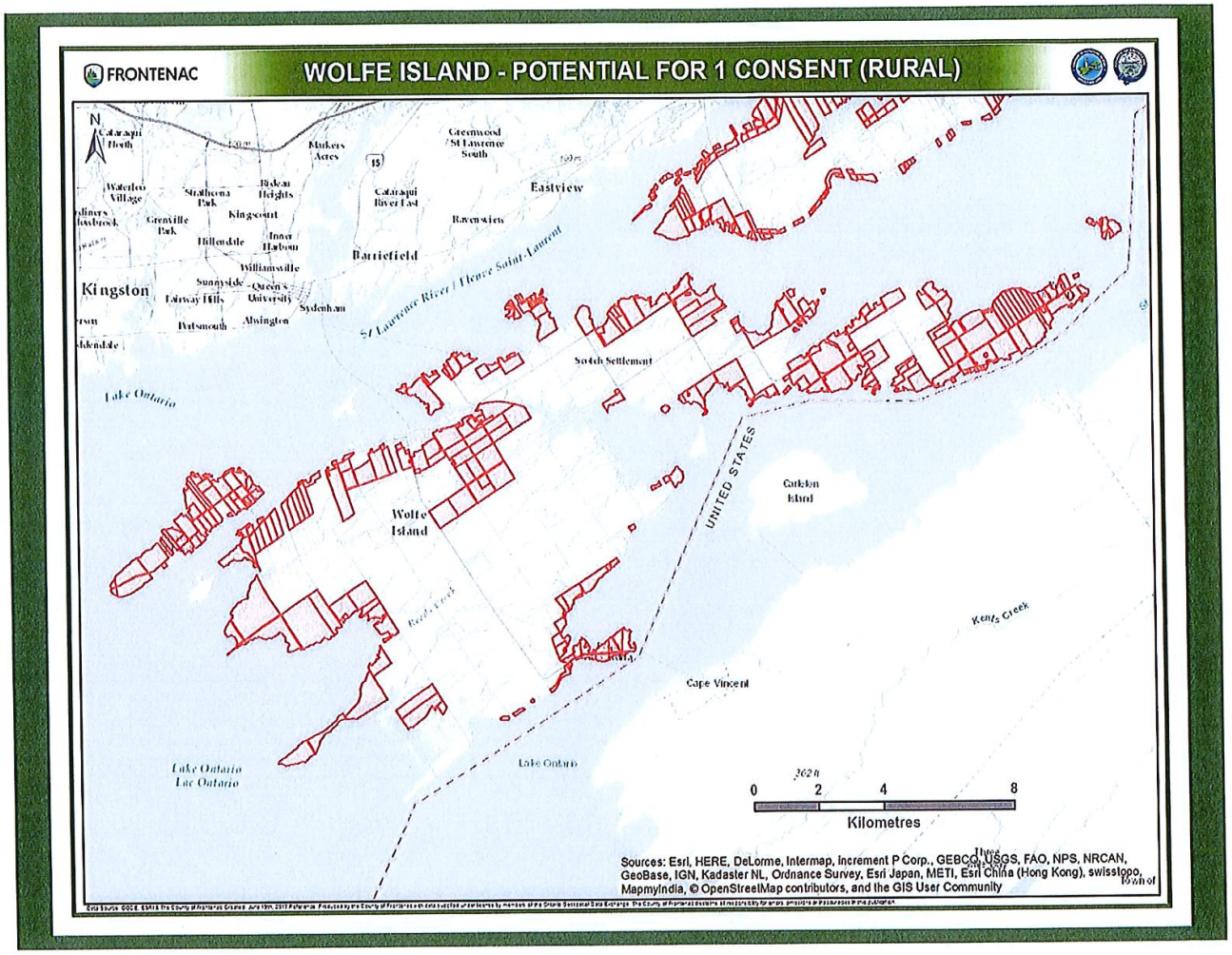
	Minimum Lot Area for One Parcel	Minimum Lot Area to Permit One Consent	Minimum Frontage for One Parcel	Minimum Frontage to Permit One Consent
Rural (RU)	0.405 ha	0.81 ha	45 m	90 m
Limited Service Residential (LSR)	0.405 ha	0.81 ha	45 m	90 m
Rural Residential (RR)	0.405 ha	0.81 ha	45 m	90 m
Shoreline Residential Type 1 (SR1)	0.405 ha	0.81 ha	45 m	90 m
Shoreline Residential Type 2 (SR2)	0.405 ha	0.81 ha	45 m	90 m
Seasonal Residential (RS) – Wolfe Island	0.2 ha x2	0.4 ha	30 m x2	60 m

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Future Consent Potential – At Least One Consent



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WOLFE ISLAND - POTENTIAL FOR 1 CONSENT (RURAL)
N
Cataraqui North
Millers Acres
Greenwood / St Lawrence South
Eastview
Waterloo Village
Strathcona Park
Rideau Heights
Cataraqui River East
Kingscourt
Ravensview
Grenville Park
Hillendale
Inner Harbour
Barriefield
Williamsville
Kingston
Sunnyside
Queen's University
Fairway Hills
Portsmouth
Alwington
Sydenham
St Lawrence River / Fleuve Saint-Laurent
Scotch Settlement
Lake Ontario
Wolfe Island
UNITED STATES
Calkin Island
Kents Creek
Cape Vincent
Lake Ontario
Lac Ontario
0 2 4 8
Kilometres
Sources: Esri, HERE, DeLorme, Intermap, Increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Future Consent Potential – At Least One Consent

Zoning	Wolfe	Simcoe
Rural (RU)	218	30
Limited Service Residential (LSR)	44	9
Rural Residential (RR)	2	0
Shoreline Residential Type 1 (SR1)	N/A	N/A
Shoreline Residential Type 2 (SR2)	N/A	N/A
Seasonal Residential (RS)	3	2
TOTAL	**267**	**41**

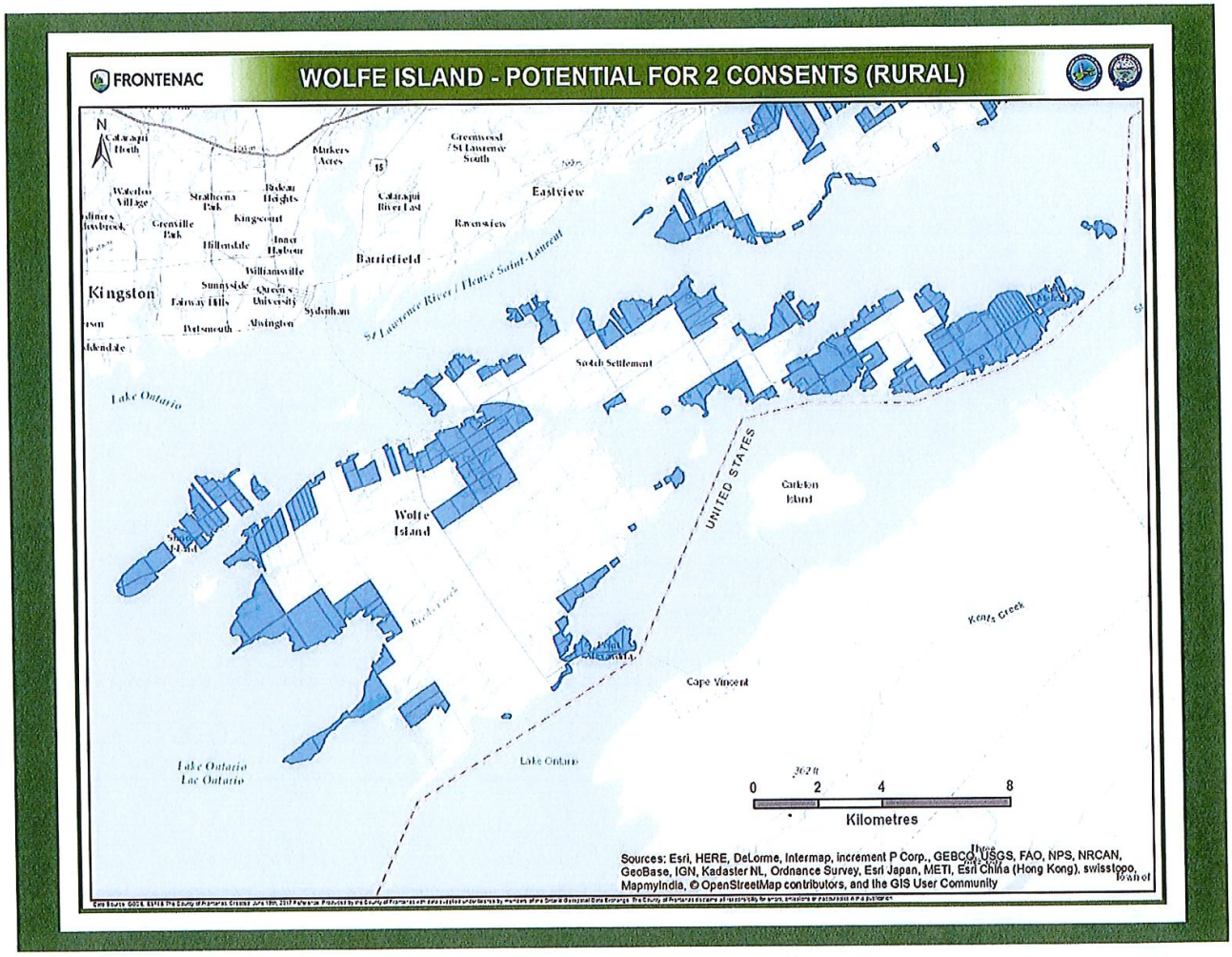
Resetting the date to June 1, 2017 would create -
Wolfe Island: **267 new lots created**, 267 retained lots.
Simcoe Island: **41 new lots created**, 41 retained lots.

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Future Consent Potential – At Least Two Consents



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WOLFE ISLAND - POTENTIAL FOR 2 CONSENTS (RURAL)
N
Kingston
Barriefield
Eastview
Wolfe Island
Lake Ontario
Cape Vincent
UNITED STATES
St Lawrence River / Fleuve Saint-Laurent
Kilometres
0
2
4
8
Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Future Consent Potential – At Least Two Consents

Zoning	Wolfe	Simcoe
Rural (RU)	184	22
Limited Service Residential (LSR)	18	2
Rural Residential (RR)	1	0
Shoreline Residential Type 1 (SR1)	N/A	N/A
Shoreline Residential Type 2 (SR2)	N/A	N/A
Seasonal Residential (RS)	3	2
TOTAL	**206**	**26**

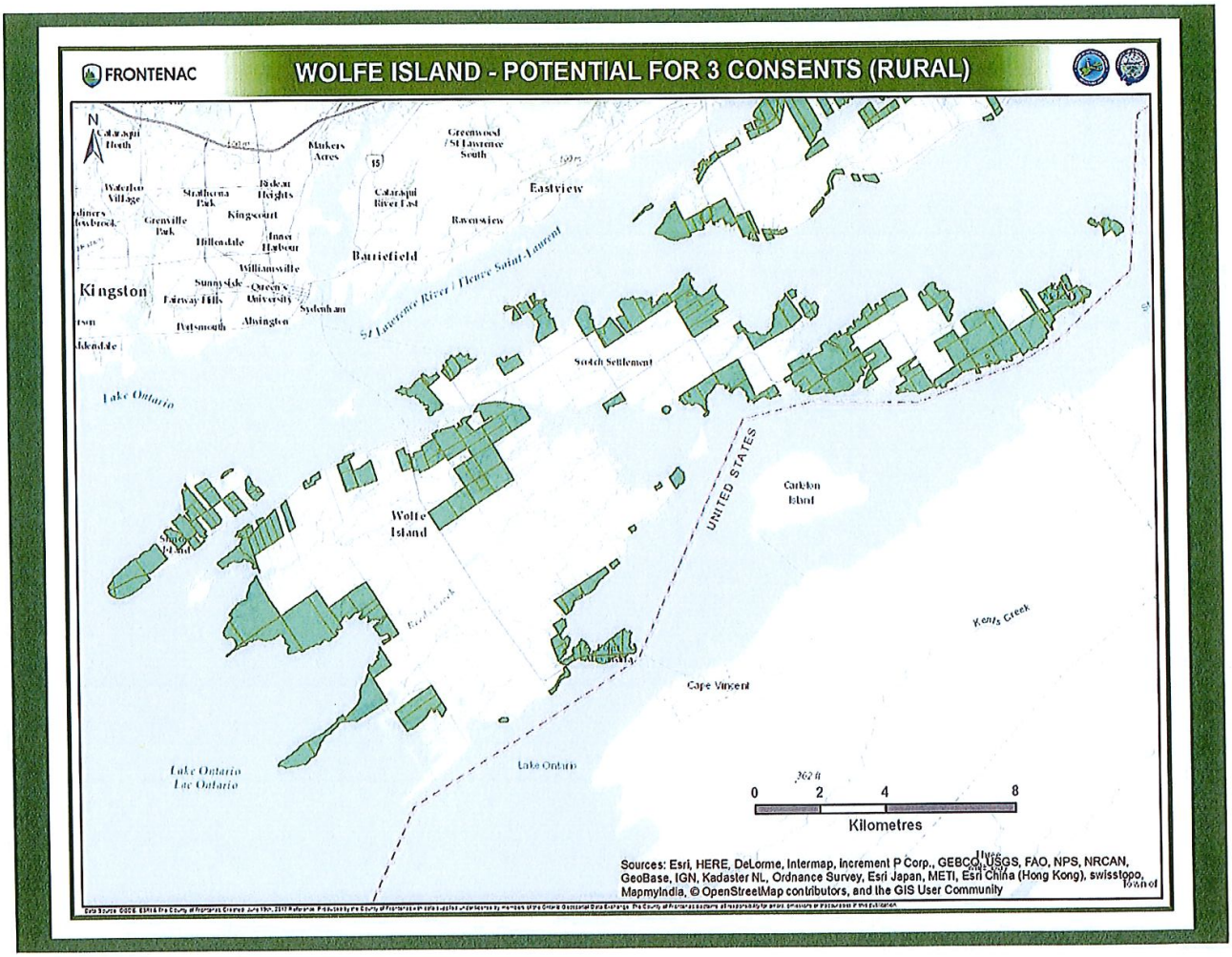
Resetting the date to June 1, 2017 would create -
Wolfe Island: **473 new lots created**, 267 retained lots.
Simcoe Island: **67 new lots created**, 41 retained lots.

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Future Consent Potential – Three Consents



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WOLFE ISLAND - POTENTIAL FOR 3 CONSENTS (RURAL)
N
Cataraqui North
Makers Acres
Greenwood / St Lawrence South
Waterloo Village
Strathcona Park
Bideau Heights
Kingscourt
Cataraqui River East
Eastview
Ravenview
Grenville Park
Hillendale
Inner Harbour
Barriefield
Williamsville
Kingston
Sunnyside
Queen's University
Fairway Hills
Sydenham
Portsmouth
Alwington
St Lawrence River / Fleuve Saint-Laurent
Scotch Settlement
Lake Ontario
Wolfe Island
UNITED STATES
Carleton Island
Kents Creek
Cape Vincent
Lake Ontario
Lac Ontario
0 2 4 8
Kilometres
Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Future Consent Potential – Three Consents

Zoning	Wolfe	Simcoe
Rural (RU)	152	19
Limited Service Residential (LSR)	10	2
Rural Residential (RR)	1	0
Shoreline Residential Type 1 (SR1)	N/A	N/A
Shoreline Residential Type 2 (SR2)	N/A	N/A
Seasonal Residential (RS)	3	2
TOTAL	**166**	**21**

Resetting the date to June 1, 2017 would create -
Wolfe Island: **639 new lots created**, 267 retained lots.
Simcoe Island: **88 new lots created**, 41 retained lots.

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Land Analysis – Summary Wolfe Island

Vacant Land:

- 39 lots of record

Future Consent Potential:

	1 Consent	2 Consents	3 Consents
Wolfe New Lots	267	473	639
Simcoe New Lots	41	67	88

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Severances from 1985-2016

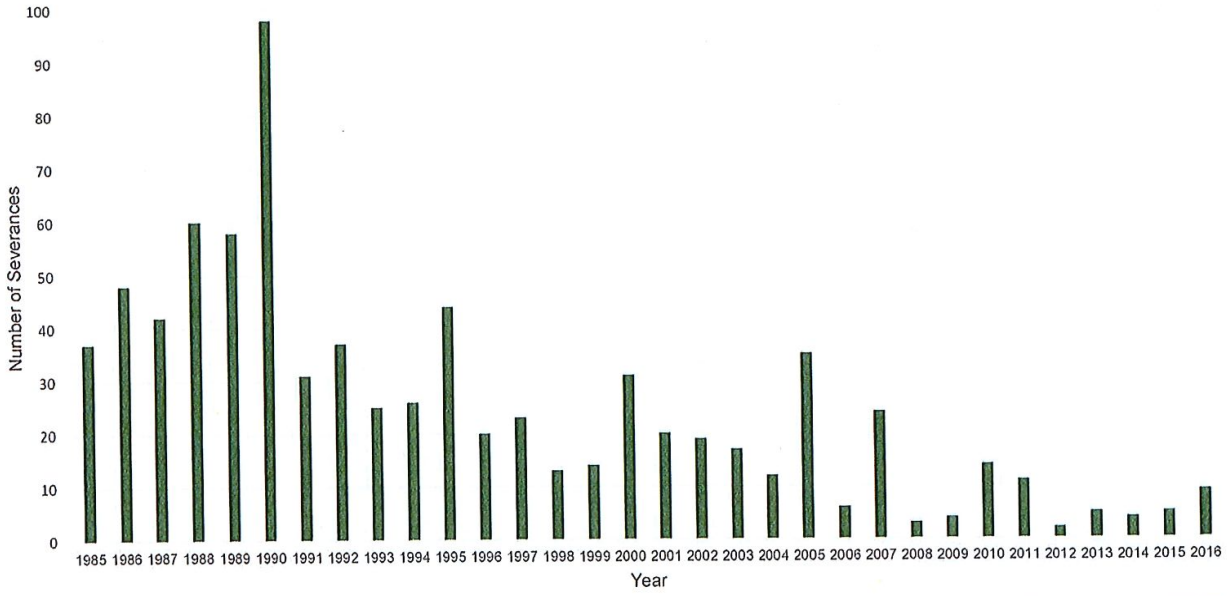
How many severances occurred from 1985-2016?

Methodology:

- Requested spreadsheets from the Township showing consents from 1985-2016.
- Removed lot additions when identified.

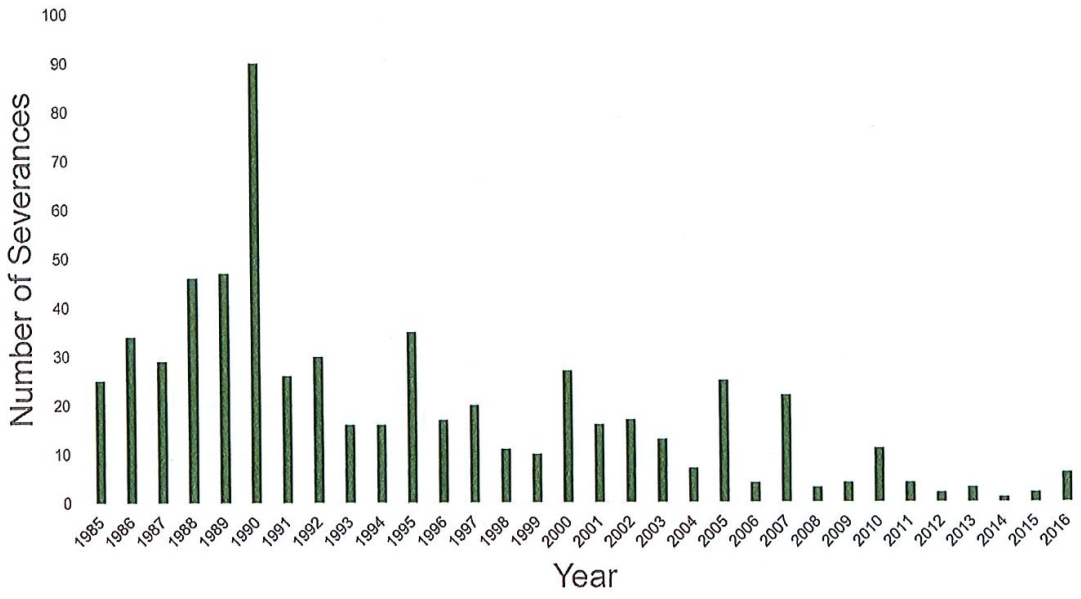
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Frontenac Islands Severances (1985 – 2016)



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Wolfe and Simcoe Island Severances (1985 – 2016)



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Public Meeting – Official Plan Amendment

Comments received at the Open Houses will provide direction for how (or if) the policy may be amended.

Opportunity to provide comments at the formal Public Meeting to be held in August or early Fall. At the Public Meeting, comments received at the Open Houses will be incorporated into the policy direction.

Questions or comments may be sent to the Township Offices in the meantime.

Watch for the notice of the Public Meeting later Summer!

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What are your thoughts?

How would you like to see Frontenac Islands continue to develop in the Rural Area designation?

What are your thoughts on changing the severance date in the Official Plan?

Is changing the date premature or is this needed?

What are your concerns with not changing the date?

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Questions/Comments?

Comments or Questions may be directed to the Township Offices after the Open Houses. A public notice will be sent out regarding the time and location of the Public Meeting.

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Public Meeting Report

To: Mayor and Members of Council

From: Megan Rueckwald
Community Planner
County of Frontenac

Re: **Public Meeting – Non-Farm Residential Severances in the Rural Designation, Section 6.3.3 – Proposed Official Plan Policy Amendment**

Date of Public Meetings: Howe Island: May 7, 2018
Wolfe Island: May 8, 2018

Recommendation

THAT Council receive comments at the public meetings as required under the *Planning Act*.

AND FURTHER THAT Council direct planning staff to prepare an Official Plan Amendment report and adopting By-law to Council for the June 11, 2018 Council meeting including a section explaining the effect written and oral submissions received from the required public meetings held under the *Planning Act* had on the recommendation.

Introduction

This report provides information on the proposed Township-initiated Official Plan Amendment to Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). Frontenac Islands Council is seeking input from the public at the required public meetings under the *Planning Act*.

Background

In April 2017, Council directed planning staff to commence the background research necessary to begin the process to change the date for severances in Section 6.3.3 of the Township Official Plan. Section 6.3.3 of the Township of Frontenac Islands Official Plan ("Special Policies Non-Farm Residential Severances in the Rural Designation") states that a consent to a land severance may be granted to allow the establishment of a new non-farm single dwelling where such lands satisfy the following criteria:

- The land is deemed to be poor agricultural land, which is defined as being Class 5 to 7 soils as shown on the Ministry of Agricultural Capability Mapping, and is not suited to an agricultural or agricultural related use;
- No more than 3 severances shall be granted from any lot as it existed on January 1, 1985; and
- The effect of such a severance does not interfere with or restrict the viability of adjoining farm activities or other adjacent land uses.

At the April, 2017 Council meeting, members of Council expressed concerns with the fact that the current date in the policy was restricting development in the Township; members of the public also voiced concerns over their inability to sever lots for family, requesting an update to the date in the policy. Members of Council confirmed that separate policies would be considered for Howe and Wolfe Island (in this analysis, Wolfe Island comprises all lands in Township excluding Howe Island).

With regard to Council's direction, planning staff undertook a comprehensive review of existing development pressures in the Township and the number and location of severances granted since 1985. A desktop analysis was done to look at the number of vacant lots in the Township (suitable for a single family dwelling) as well as the potential for new lot creation if the date in the Plan were to be reset. Planning staff have concluded that resetting the date in the Plan to June 2017 was not consistent with the Provincial Policy Statement, 2014.

Public meetings were held on both Howe Island (June 20, 2017) and Wolfe Island (June 22, 2017) where public opinion was heard regarding the number of severances permitted and the date in the Plan. At this time, concerns were also raised regarding transportation planning and ferry capacity. Questions regarding suitable servicing and water availability were also asked.

Comments received at the public meetings, and written submissions provided thereafter, indicated support for permitting additional severances on Wolfe Island with caution being raised from residents on Howe Island for allowing more development without review of the larger context development policies.

Following these meetings, staff completed a comprehensive review of severances granted in the Rural designation in the Township from 1998 to present. January 1, 1998 was selected as a starting point for the analysis because it was the year that Howe Island Township and Wolfe Island Township amalgamated to become Frontenac Islands Township. To complete this analysis and determine the potential for new severances if the date were to be reset to January 1, 1998, parcel fabric from 1998 was required. Requests were sent to MPAC and Teranet Inc. to provide the parcel fabric and files; planning staff were informed that this information was not available. In order to recreate the parcel fabric, County and Township staff used sketches in the severance files from 2006 to 1998 (digital MPAC parcel fabric was available from 2008 onwards). Analysis of the data indicated that moving the date forward to January 1, 1998 would permit significant severance potential in the Rural designation.

During the analysis and creation of the 1998 parcel fabric, it came to light that the number of consents approved in the Township and tracked in the available spreadsheets included new lot creation but also lot additions and right-of-way creation. As such, the analysis for Wolfe Island needed to include an assumption that the number of severance approvals were inflated because those numbers were all applications received rather than approvals and included not only lot creation but also lot additions and right-of-way applications.

A significant number of consent applications were granted on Wolfe Island in the late 1980s and throughout the 1990s. In 1990 alone, the Township has record of 90 consent approvals. Moving the date forward beyond this time and permitting three severances has the potential to result in unorderly and uncontrolled development in the Rural designation. This development would not be consistent with the 2014 Provincial Policy Statement nor the policies in the Township Official Plan; fragmented strip development could take place across the Island.

With consideration to the findings of the parcel fabric severance analysis along with the number of consent applications approved by the Township since 1985, planning staff recommend that the date in the Section 6.3.3 of the Official Plan remain as is but that the number of severances permitted increase from three to four from any lot as it existed on January 1, 1985 for Wolfe Island. Comments received at the public meeting and analysis of the existing severance potential on Howe Island do not constitute permitting additional severances at this time.

Relevant Planning Policy Review

Provincial Policy Statement, 2014

The Provincial Policy Statement (PPS) provides direction on matters of provincial interest related to land use planning and development. Section 3 of the *Planning Act* requires that decisions affecting planning matters "shall be consistent with" policy statements issued under the Act; this includes the PPS. When directing development on *rural lands*, a planning authority shall apply relevant policies of Section 1: Building Strong and Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety. Section 1.1.5.2 states that on *rural lands* located in municipalities, permitted uses are:

a) The management or use of resources;
b) Resource-based recreational uses (including recreational dwellings);
c) Limited residential development;
d) Cemeteries; and
e) Other rural land uses.

Section 1.1.5 Rural Lands in Municipalities further states that development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted. *Agricultural uses, agriculture-related uses, on-farm diversified uses* and

normal farm practices should be promoted and protected in accordance with provincial standards. New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae.*

The proposed recommendation to increase the number of permitted severances from three to four from any lot as it existed on January 1, 1985, on Wolfe Island will permit limited new residential development in the Rural designation. Some of this development within the Rural designation will be located on waterfront property, this is also permitted as resource-based recreational uses (including recreational dwellings) and therefore consistent with the PPS.

Section 1.1.3 Settlement Areas of the PPS recognizes the vitality of settlement areas as critical to the long-term economic prosperity of communities. Section 1.1.3.1 states that *settlement areas* shall be the focus of growth and development, and their vitality and regeneration shall be promoted. Marysville is the only settlement area in the Township. Direction and support were provided from Council to undergo a secondary plan for Marysville commencing in summer 2018. From this secondary plan will come policy recommendations for the future growth and efficient development patterns of Marysville. This study will consider additional development pressure resulting from increased ferry capacity and service of a second ferry. Increasing the number of permitted severances beyond the recommended official plan amendment, prior to the completion of the secondary plan, would not be consistent with Section 1.1.3 of the PPS.

County of Frontenac Official Plan, 2016

The County of Frontenac Official Plan is a framework for guiding development in the County through the management and protection of the natural environment and by providing direction and influence on growth patterns. It is focused on the six themes of economic sustainability, growth management, community building, housing and social services, heritage and culture, and environmental sustainability.

Section 3: Growth Management of the County's Official Plan sets out policies intended to help guide new development across Frontenac County. These policies are intended to manage change from a regional level. Section 3.2.2 Settlement Area Policies identify the historic settlement patterns in the County and efficient development patterns. With regards to rural development, the Plan states that rural residential development will continue to be an important component of household growth in the County, given that overall residential development is projected to be limited. Demonstration of limited rural residential development in Township Official plans may include such measures as limits to the number of lots granted through consents.

Section 3.3 Rural Lands provide objectives and policies for lands outside of settlement areas. Objectives include preserving open space, promoting rural living in a manner sensitive to the ecological balance, maintaining economic stability, and preserving the farming community. Increasing the number of severances permitted on a lot as it existed on January 1, 1985, from three to four will provide for limited residential

development on Wolfe Island. This will conform to the policies in the County of Frontenac Official Plan.

Township of Frontenac Islands Official Plan, July 2013 Consolidated Version

The Township of Frontenac Islands Official Plan is a guiding policy document for sustainable growth in the Township. It is a policy of the Plan to maintain a permanent and viable agricultural industry throughout the Township. It is the intent of the Plan to protect land suitable for agricultural production from scattered development and land uses which are unrelated to agriculture. The Township will direct limited non-farm growth to the Rural areas provided it will not interfere with or limit existing farm activity in the Rural designation. The development of land in the Rural areas will be primarily by consent to a land severance. As such, the Township Official Plan supports limited residential development in the Rural designation and recognizes that this will be achieved through consent applications. Any new development (including creation of new lots), must comply with the minimum distance separation (MDS) formulae. This will ensure that new lots do not limit existing farm activity and minimize odour conflicts between livestock facilities and development.

Section 5.2.3.8 of the Township Official Plan states that the establishment of new non-farm related development will generally be discouraged throughout the Rural designation. Limited non-farm development, however, will be permitted on lots created by a consent to a land severance by the Approval Authority in accordance with the policies contained in Section 6.3.3 Special Policies Non-Farm Residential Severances in the Rural Designation. Further, existing non-farm residential development may be appropriately zoned in the implementing Zoning By-law where a node or cluster of such uses exists. Where such development has been zoned, infilling of residential uses may be permitted in accordance with the policies of Section 6.3 hereof. The expansion of the nodes or clusters of non-farm residential development shall generally be discouraged.

Section 5.2.4 Shoreland Areas of the Official Plan speaks to the protection of the lands along waterbodies in the Township from development that would compromise its environmental and ecological integrity. Where shoreland area has been developed in a linear fashion, the land on the other side of this linear row of development may be developed with limited residential uses, in keeping with the consent policies in the Rural designation.

Increasing the number of severances granted from three to four for any lot as it existed on January 1, 1985 will result in additional development within the Rural Area and Shoreland Area of the Township. The Township policies support limited residential development with regard to the viability of agriculture in the Township. Increasing the number of permitted severances will result in the potential for additional growth in the Rural areas, but keeping within the framework of the Official Plan policies. During the comprehensive review of the Zoning By-law, it is recommended that Council consider zoning nodes and clusters of residential development in the Township and promoting infilling in these areas. Any development beyond the recommended increase from three

to four severances would not be in keeping with the policies in the Township Official Plan.

Planning Analysis

Planning staff completed a comprehensive study of severance and development potential when reviewing the possibility of resetting the date in Section 6.3.3 of the Township Official Plan. This review involved an analysis of vacant lots, number of consents since 1985, moving the date forward in the severance policy from January 1, 1985, and permitting an additional severance.

Vacant Land Analysis

Vacant lands were identified that were suitable for development. Land with zoning that was located within the Rural designation of the Official Plan were identified and lots between 1 to 3 acres were then selected. This lot area was selected due to its suitability for a residential dwelling. From this section, lots deemed vacant (using MPAC structure codes) fitting this criteria were selected. Lots were visually verified using the 2014 aerial imagery and the results tallied per island (Table 1.). The results indicate that there is suitable land for development in the Township with the majority of lots being located in the Rural and Limited Service Residential Zone (private road access).

Table 1. Vacant land analysis for Frontenac Islands.

	Wolfe	Howe	Hickory-Francis	Simcoe
Rural (RU)	38	6	3	2
Limited Service Residential (LSR)	51	5	0	13
Rural Residential (RR)	1	12	0	0
Shoreline Residential Type 1 (SR1)	N/A	14	0	0
Shoreline Residential Type 2 (SR2)	N/A	2	0	0
Seasonal Residential (RS)	7	N/A	N/A	0
TOTAL	94	39	3	15

Population Projections for Frontenac Islands

In 2011, Watson & Associates Economists Ltd. completed the Population, Housing and Employment Projections for the Frontenacs using the 2011 census data. The consultant completed County wide population projections delineating between seasonal and permanent residential projections by Township. 9.3% of the permanent population growth for Frontenac County from 2011-2036 was allocated for Frontenac Islands. It is anticipated that some of this growth will occur on existing, vacant lots while new lots may also be created.

For Howe Island, the population of the Island is anticipated to increase by 160 residents from 2011-2036, resulting in a population of 760 residents (excluding census undercount). Over this same time, the number of permanent residential households is

anticipated to increase by 85, from 260 households in 2011 to 345 in 2036. The number of persons per unit is expected to drop from 2.37 to 2.26 from 2011 to 2036.

For Wolfe Island, the 2011 Population, Housing and Employment Projections for the Frontenacs projects that the population on Wolfe Island will increase from 1,350 people to 1,675 people from 2011-2036; this is a projected increase of 325 people over 25 years. The study projects that this will result in the creation of 180 new households from 2011-2036 with an average of 2.35 persons per unit by 2036. The vacant land analysis indicates that there are approximately 94 vacant lots on Wolfe Island suitable for single family residential development. The study projects that there will be an increase in 180 new households; it is anticipated that some of these new households will be the result of severance applications. The County of Frontenac will be updating the population projections in 2017; the updated population projections will incorporate increased ferry capacity to the Island and projected growth associated with this. These revised numbers will also be part of the development of the new Official Plan and Marysville Secondary Plan.

Number of Consent Applications from 1985-2016 – Wolfe and Howe Island

Spreadsheets provided by the Township contained the number of consent applications received by the Township from 1985 to 2016 divided by Howe and Wolfe Island.

Wolfe Island Consent Activity

The spreadsheets, when tallied, show that there was considerable residential lot development on the Wolfe Island from 1985 through the 1990s. In total, there were 452 consent applications from 1985 to 2000; 1990 saw the greatest number of severance applications being received with 90 applications. It is important to note that these values are for consent applications which include lot addition, right-of-way applications and severances. Planning staff considered this in regard to the proposed recommendation; an in-depth review of files from 1998-2008 provided planning staff with an understanding of the number of severances submitted each year in relation to lot addition and right-of-way applications. Due to the high number of severances that occurred at this time, resetting the date to after this time may permit up to 452 severances to be applied for again. This number of severances would not be consistent with the PPS nor the Township and County Official Plans. However, the data does show that there has been a drop in the number of severance applications received relative to the 1990s. Increasing the number of severances from three to four on Wolfe Island will permit limited residential development through additional severances.

Howe Island Consent Activity

Howe Island has not experienced the development pressure that Wolfe Island did in the 1990s. From 1985 to 2000 there were 124 consent applications received by the Township. The maximum number of consent applications received in a calendar year during this time frame was in 14 in 1986 and 1988. From 2000 to 2016, 56 consent applications have been received by the Township of Howe

Island. Taking into consideration these values, and comments received at the public meeting, planning staff are recommending that there be no policy change for Howe Island. During the comprehensive Official Plan review, planning staff will review this policy along with transportation planning, lot size and frontage requirements, and future development pressures.

Future Consent Potential – Resetting the Date

Planning staff worked with GIS staff to complete an analysis of severance potential with the intent of determining whether the date of January 1, 1985, should be moved forward and, if so, to what extent. With consideration of the minimum lot size and minimum frontage specified in the Township's Zoning By-law, area and frontage requirements to sever off one parcel of land, two and then three parcels were calculated. For instance, the minimum lot area in the Zoning By-law for Rural (RU) zone is 0.405 hectares (1 acre). In order to create one new residential lot from an existing land parcel, the minimum area of the original lot would be required to be twice the size of the original. Therefore, the minimum lot area required would be 0.81 hectares (2 acres). The same principle was applied to lot frontage for each zone. The results from this work determined the potential number of severances that would be permitted with resetting the date. Planning staff completed this analysis for resetting the date to the present as well as resetting the date to 1998 (year of amalgamation). This involved the recreation of the parcel fabric 1998 using the severance files retained by the Township. The number of potential severances that would be permitted with resetting the date to the present would not be considered limited residential development and not be consistent with the 2014 PPS nor conform to the County or Township Official Plan.

Using the 1998 parcel fabric, planning staff analysed severance potential using the current lot area and frontage requirements of the zones in the Rural designation. Resetting the date to January 1, 1998 and permitting three severances could result in significant strip development in the rural area of the Township; this would not be consistent with the PPS nor conform to the Township or County Official Plan policies. Planning staff considered the impact of limiting the number of severances to one but moving up the date of the policy to January 1, 1998. This direction would mean that residents who intended to use their potential to create three new lots would only be permitted to create one lot. There is a level of unfairness to this approach for those property owners who have not applied for a severance since 1985. On this basis staff do not recommend this option. Further, the number of severances to be permitted under this scenario has the potential to be greater than the recommended policy direction.

Increasing the Number of Severances Permitted

Planning staff recommend that Section 6.3.3 of the Township Official Plan ("Special Policies Non-Farm Residential Severances in the Rural Designation") be amended to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). Amending the policy to increase the number of severances will permit additional

limited development in the Rural Areas and Shoreland Areas on Wolfe Island. The policy addresses comments received by the public and direction from Council for permitting additional severances. A comprehensive review of the severance data, indicated that moving the date forward in the Plan would result in the potential for development that surpassed the limited residential development threshold. Planning staff are of the opinion that an amendment to increase the number of severances from three to four is consistent with the PPS and meets the policies of the County and Township Official Plan. Furthermore, this process is equitable and is anticipated to decrease concentration of the development on the Wolfe Island at this time.

Comments received at the public meeting, and written submissions received thereafter, indicated that residents on Howe Island did not support additional severances. After reviewing the number of severances that have been granted on Howe Island since 1985 and the concerns of ferry capacity, planning staff do not recommend the policy be amended for Howe Island.

Future Considerations

Planning staff recommend amending Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). It is important to consider the impact of future development and policy review in the coming years in the Township:

Marysville Secondary Plan
With the anticipation of increased ferry service to Wolfe Island, Township Council provided direction and financial support to undergo a secondary plan for Marysville. This project is anticipated to commence in 2018. The secondary plan will establish local development policies unique to Marysville that will guide development in the settlement area, consistent with the 2014 PPS. The plan and subsequent policies will promote a desired type and form of development in Marysville, shaping the community and promoting economic development.

Comprehensive Review of the Official Plan and Zoning By-law
The Township Official Plan and Zoning By-law are anticipated to undergo a comprehensive review commencing in 2019. The review of the Official Plan will ensure that future planning and development will meet the needs of the community.

The policy recommendations from the Marysville Secondary Plan will be incorporated into the new Official Plan and will likely influence future residential lot creation in the Rural designation of Wolfe Island. In summary, Council will have a better understanding of the need for rural residential growth by considering this demand within the context of a Township-wide Official Plan update and conformity with the County Official Plan and the 2014 PPS.

Conclusion

It is recommended that, following comments and written submissions from citizens at the Public Meeting, Council direct planning staff to prepare an Official Plan Amendment report and adopting By-law to Council for the June 11, 2018 Council meeting including a section explaining the effect written and oral submissions received from the required public meetings held under the *Planning Act* had on the recommendation.

Sincerely,

Prepared by:
Megan Rueckwald
Community Planner
County of Frontenac

Reviewed by:
Joe Gallivan
Director
Planning and Economic Development
County of Frontenac

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Non-Farm Residential Severances in the Rural Designation

Official Plan Amendment – Public Meetings

Howe: May 7, 2018 Wolfe: May 8, 2018

Presentation Outline

- Proposed Official Plan Amendment
- Background
- Relevant Planning Policy Review
- Planning Analysis
- Future Considerations
- Conclusion

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Section 6.3.3 Lot Creation in Rural Designation

- Section 6.3.3 Special Policies Non-Farm Residential Severances in the Rural Designation
  - The land is deemed to be poor agricultural land, which is defined as being Class 5 to 7 as shown on the Ministry of Agricultural Capability Mapping, and is not suited to an agricultural or agricultural related use.
  - No more than 3 severances shall be granted from any lot as it existed on January 1, 1985; and
  - The effect of such a severance does not interfere with or restrict the viability of adjoining farm activities or other adjacent land uses.

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AGENDA ITEM #c)

Proposed Official Plan Amendment

- Increase the number of severances permitted in the Rural designation from **three to four** from any lot as it existed on **January 1, 1985** on **Wolfe Island** (all lands excluding Howe Island).

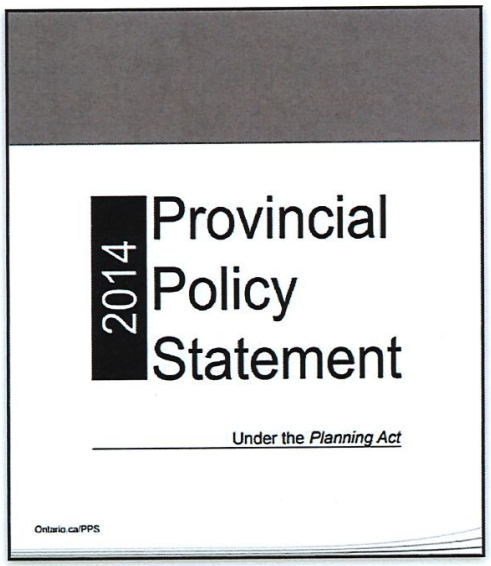
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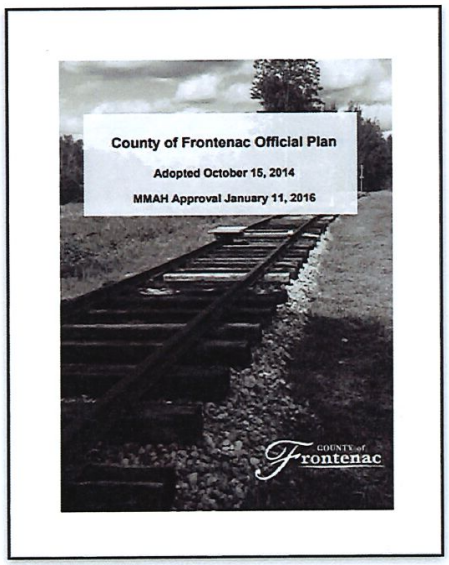
Background

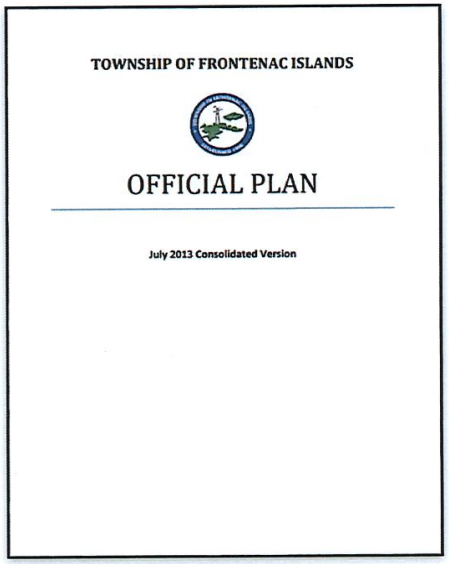
- In April 2017, Council provided direction to review the date in the Official Plan
- Open Houses held on Howe and Wolfe Island:
  - Howe Island – Open to additional development, but transportation concerns need to be addressed first.
  - Wolfe Island – Increase number of permitted severances, new ferry coming with increased capacity.
- Analysis by planning and GIS staff
- County of Frontenac Council is the approval authority for the amendment

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Relevant Planning Policy Review







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AGENDA ITEM #c)

2014 Provincial Policy Statement

- Section 1.1.5.2 states that on *rural lands*, permitted uses are:
  - Management or use of resources;
  - Resource-based recreational uses; Recreational dwellings
  - Limited residential development;
  - Cemeteries; and
  - Other rural land uses.
- Development compatible with the rural landscape and rural service levels.
- Agricultural uses should be promoted and protected.

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2014 Provincial Policy Statement

- Section 1.1.3.1 – Rural Lands
  - Settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted.
- Section 1.1.4.2
  - In rural areas, rural settlement areas shall be the focus of growth and development...

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County of Frontenac Official Plan, 2016

- Economic sustainability, growth management, community building, housing and social services, heritage and culture, and environmental sustainability.
- Preserve open space, promote rural living in a manner sensitive to ecological balance, maintain economic stability, preserve farming community.

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Frontenac Islands Official Plan, July 2013

- Protect land suitable for agricultural production from scattered development and land uses which are unrelated to agriculture.
- Limited non-farm growth to the Rural areas through consent applications.
- Protection of lands along waterbodies in the Township from development that would compromise environmental and ecological integrity.

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Planning Analysis

- Vacant lot analysis
- Population projections
- Consent potential
  - Moving the date forward
  - Resetting the date
- Permitting additional severances



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AGENDA ITEM #c)

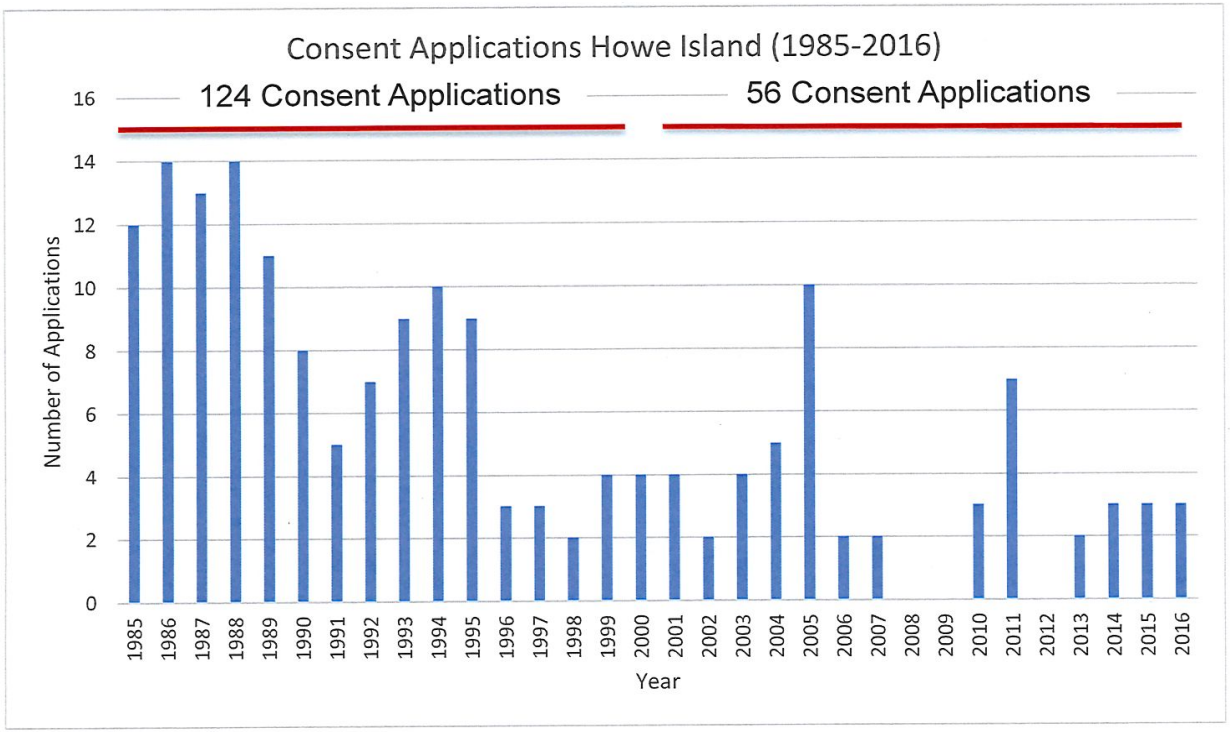
Vacant Land Analysis

- Vacant lands suitable for residential development
  - Rural designation
  - Between 1 to 3 acres in area

	Wolfe	Howe	Hickory-Francis	Simcoe
Rural (RU)	38	6	3	2
Limited Service Residential (LSR)	51	5	0	13
Rural Residential (RR)	1	12	0	0
Shoreline Residential Type 1 (SR1)	N/A	14	0	0
Shoreline Residential Type 2 (SR2)	N/A	2	0	0
Seasonal Residential (RS)	7	N/A	N/A	0
TOTAL	94	39	3	15

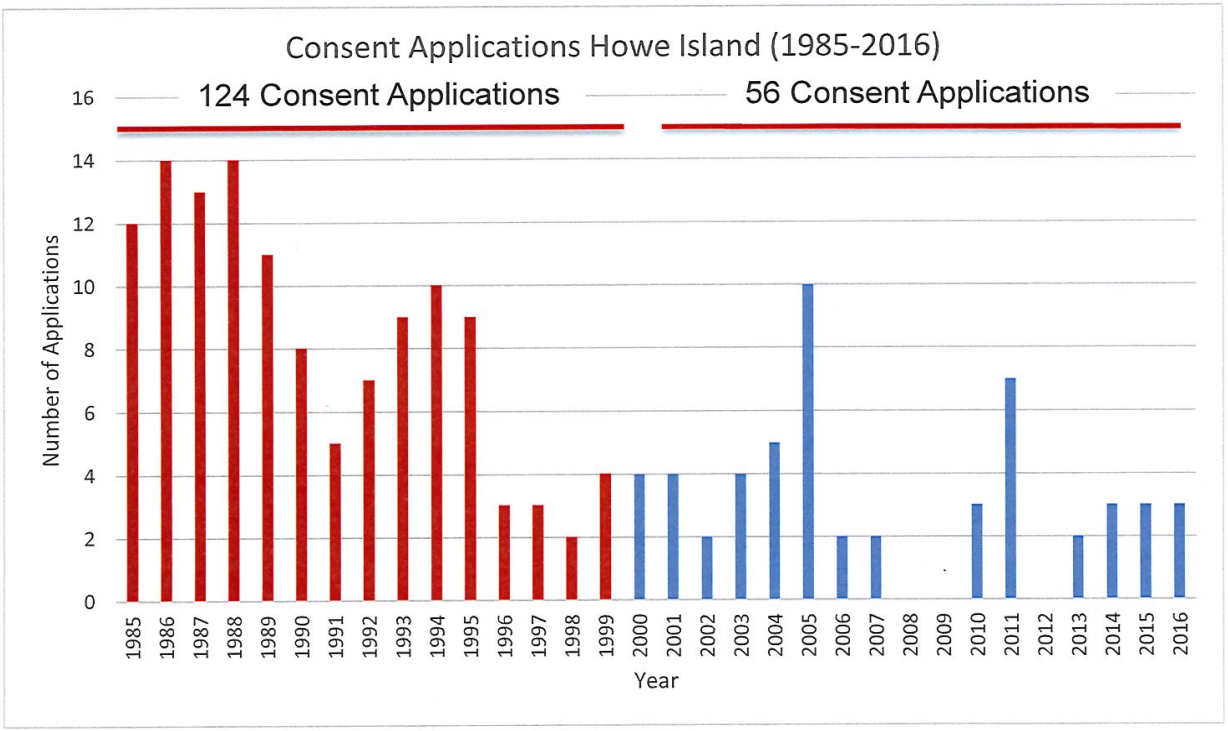
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Consent Applications Howe Island1985-2016



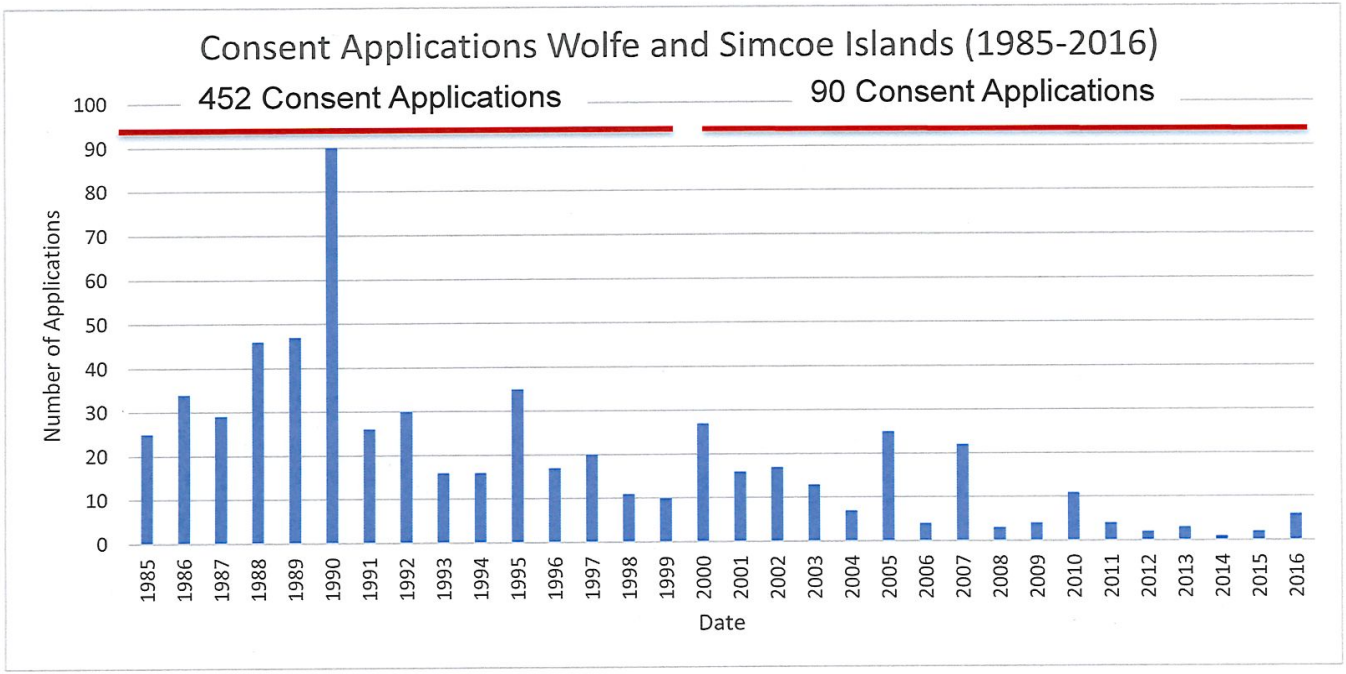
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Consent Applications Howe Island 1985-2016



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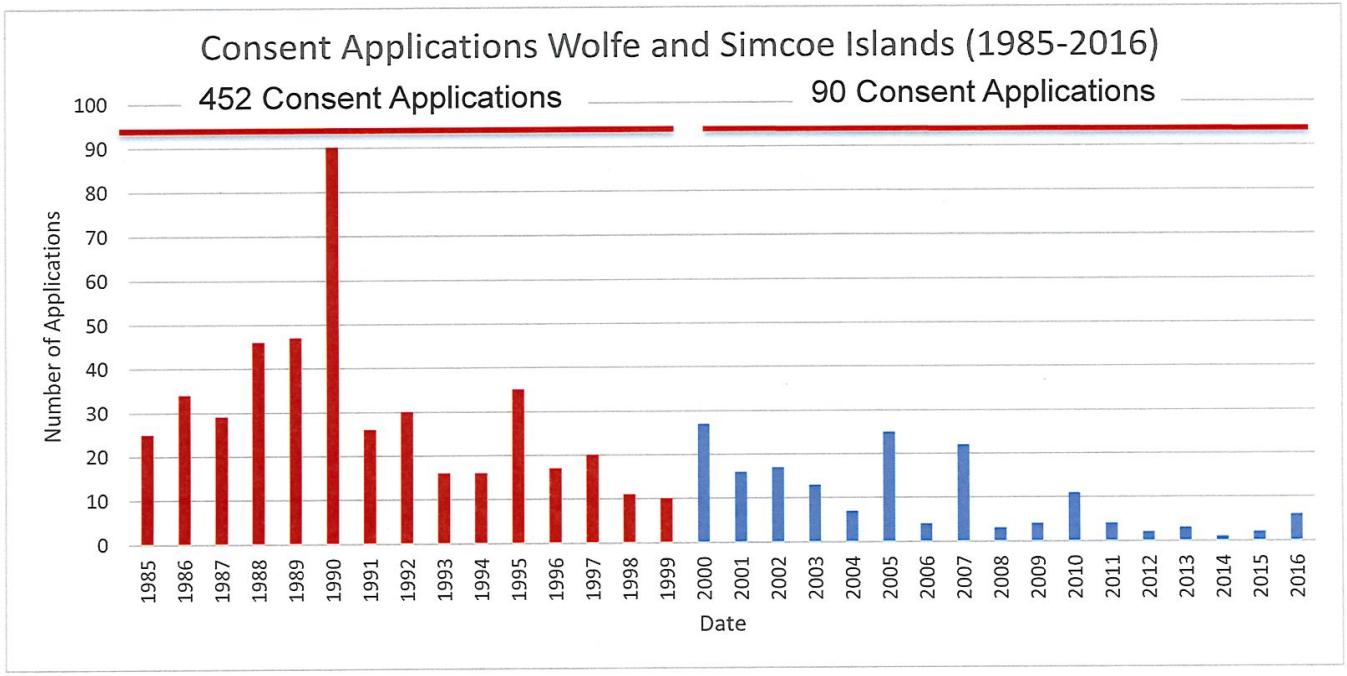
Consent Applications Wolfe and Simcoe 1985-2016



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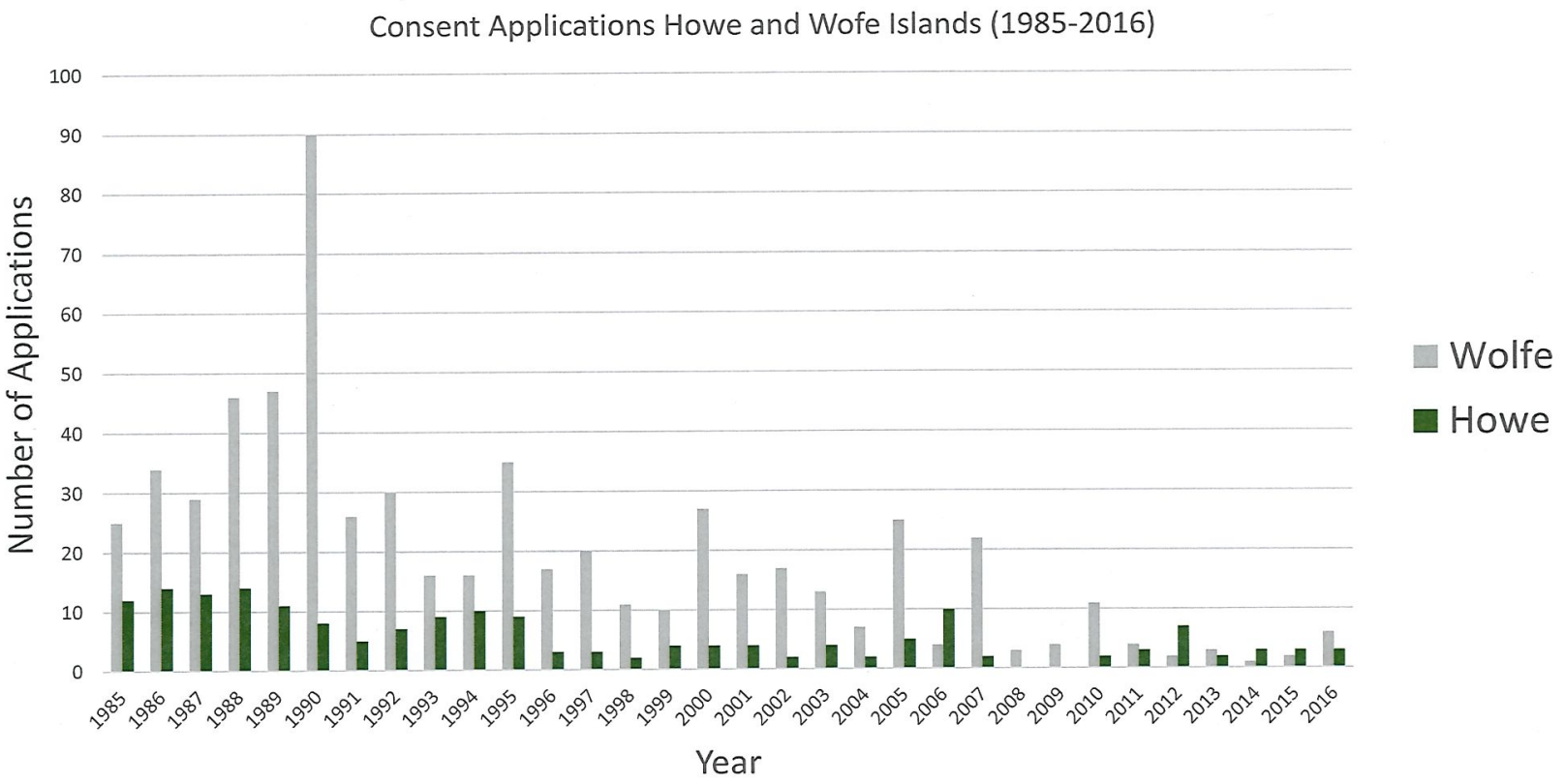
AGENDA ITEM #c)

Consent Applications Wolfe and Simcoe 1985-2016



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Consent Applications Howe and Wolfe 1985-2016



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Consent Potential – Changing the Date

How many severances may occur if the date was reset to **June 1, 2017** or moved forward to **January 1, 1998**? Calculated potential new lots for 1, 2, and 3 severances.

Methodology:

- Minimum lot area for each zone in Rural Area
- Minimum lot frontage for each zone in Rural Area
- To sever off one lot, required to have twice the minimum lot area and frontage
- General analysis that did not consider placement of existing buildings

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Consent Potential – Upping the Date

	Minimum Lot Area for One Parcel	Minimum Lot Area to Permit One Consent	Minimum Frontage for One Parcel	Minimum Frontage to Permit One Consent
Rural (RU)	0.405 ha	0.81 ha	45 m	90 m
Limited Service Residential (LSR)	0.405 ha	0.81 ha	45 m	90 m
Rural Residential (RR)	0.405 ha	0.81 ha	45 m	90 m
Shoreline Residential Type 1 (SR1)	0.405 ha	0.81 ha	45 m	90 m
Shoreline Residential Type 2 (SR2)	0.405 ha	0.81 ha	45 m	90 m
Seasonal Residential (RS) – Wolfe Island	0.2 ha x2	0.4 ha	30 m x2	60 m

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Consent Potential – Analysis



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Consent Potential – June 2017, 1 Severance

- Amend Section 6.3.3 to "No more than 1 severance shall be granted from any lot as it existed on June 1, 2017"
  - Would permit more than "limited development" across the Islands
  - Scattered growth and strip development throughout the Township
  - Not an equitable process for those who have held on to their severances for future growth

Not consistent with the 2014 PPS
Does not conform to County or Township Official Plan

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Consent Potential – January 1998, 3 Severances

- Amend Section 6.3.3 to "No more than 3 severances shall be granted from any lot as it existed on January 1, 1998"
  - Would permit more than "limited development" across the Islands (442 consents between 1985-1998 on Wolfe)
  - Scattered growth and strip development throughout the Township
  - Not focusing development to the settlements areas

Not consistent with the 2014 PPS
Does not conform to County or Township Official Plan

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Consent Potential – January 1985, 4 Severances

- Amend Section 6.3.3 to "No more than 4 severances shall be granted from any lot as it existed on January 1, 1985 on Wolfe Island"
  - Would permit limited residential development and resource-based recreational uses
  - More equitable process
  - Addresses reduced number of consent applications applied for since 2000
  - Policy would not be amended for Howe Island

Consistent with the 2014 PPS
Conforms to County and Township Official Plan

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Future Considerations

- Marysville Secondary Plan
  - Increased ferry service anticipated for 2021
  - Direct growth to rural settlement areas (2014 PPS)

- Comprehensive Review of the Township Official Plan and Zoning By-law
  - Future planning meets the needs of the community
  - Provisions in the Zoning By-law (lot area and frontage)

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Next Steps

- Recommend amend Section 6.3.3 to "No more than **4 severances** shall be granted from any lot as it existed on **January 1, 1985** on **Wolfe Island** (all lands excluding Howe Island)"
- Report with responses to citizen comments recieved



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AGENDA ITEM #c)

6c

Planning Report

To: Mayor and Members of Council

From: Megan Rueckwald
Community Planner
County of Frontenac

Prepared: June 29, 2018
Public Meetings: May 7, 2018 (Howe Island)
May 8, 2018 (Wolfe Island)

Re: **Non-Farm Residential Severances in the Rural Designation, Section 6.3.3 –Official Plan Amendment**

Recommend: Adopt Official Plan Amendment to Permit Additional Severance on Wolfe Island

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Recommendation

THAT Council adopt the proposed Official Plan Amendment to amend Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island).

AND FURTHER THAT Council direct staff to prepare and send the Official Plan Amendment package to the County of Frontenac for approval.

Background

In April 2017, Council directed planning staff to commence the background research necessary to begin the process to change the date for severances in Section 6.3.3 of the Township Official Plan. Section 6.3.3 of the Township of Frontenac Islands Official Plan ("Special Policies Non-Farm Residential Severances in the Rural Designation") states that a consent to a land severance may be granted to allow the establishment of a new non-farm single dwelling where such lands satisfy the following criteria:

- The land is deemed to be poor agricultural land, which is defined as being Class 5 to 7 soils as shown on the Ministry of Agricultural Capability Mapping, and is not suited to an agricultural or agricultural related use;

- No more than 3 severances shall be granted from any lot as it existed on January 1, 1985; and
- The effect of such a severance does not interfere with or restrict the viability of adjoining farm activities or other adjacent land uses.

At the April, 2017 Council meeting, members of Council expressed concerns with the fact that the current date in the policy was restricting development in the Township; members of the public also voiced concerns over their inability to sever lots for family, requesting an update to the date in the policy. Members of Council confirmed that separate policies would be considered for Howe and Wolfe Island (in this analysis, Wolfe Island comprises all lands in Township excluding Howe Island).

With regard to Council's direction, planning staff undertook a comprehensive review of existing development pressures in the Township and the number and location of severances granted since 1985. A desktop analysis was done to look at the number of vacant lots in the Township (suitable for a single family dwelling) as well as the potential for new lot creation if the date in the Plan were to be reset. Planning staff have concluded that resetting the date in the Plan to June 2017 was not consistent with the Provincial Policy Statement, 2014.

Public meetings were held on both Howe Island (June 20, 2017 and May 7, 2018) and Wolfe Island (June 22, 2017 and May 8, 2018) where public opinion was heard regarding the number of severances permitted and the date in the Plan. At this time, concerns were also raised regarding transportation planning and ferry capacity. Questions regarding suitable servicing and water availability were also asked.

Comments received at the public meetings, and written submissions provided thereafter, indicated support for permitting additional severances on Wolfe Island with caution being raised from residents on Howe Island for allowing more development without review of the larger context development policies, as well as the existing low capacity on the two island ferries.

Following the open house meetings that took place in 2017, staff completed a comprehensive review of severances granted in the Rural designation in the Township from 1998 to present. January 1, 1998 was selected as a starting point for the analysis because it was the year that Howe Island Township and Wolfe Island Township amalgamated to become Frontenac Islands Township. To complete this analysis and determine the potential for new severances if the date were to be reset to January 1, 1998, parcel fabric from 1998 was required. Analysis of the data indicated that moving the date forward to January 1, 1998 would permit significant severance potential in the Rural designation.

A significant number of consent applications were granted on Wolfe Island in the late 1980s and throughout the 1990s. In 1990 alone, the Township has record of 90 consent approvals. Moving the date forward beyond this time and permitting three severances

has the potential to result in unorderly and uncontrolled development in the Rural designation. This development would not be consistent with the 2014 Provincial Policy Statement nor would it be consistent with the policies in the Township Official Plan, as fragmented strip development could take place across the Island.

With consideration to the findings of the parcel fabric severance analysis along with the number of consent applications approved by the Township since 1985, planning staff recommend that the date in the Section 6.3.3 of the Official Plan remain as is but that the number of severances permitted increase from three to four from any lot as it existed on January 1, 1985 for Wolfe Island. Comments received at the public meeting and analysis of the existing severance potential on Howe Island do not constitute permitting additional severances at this time.

Number of Consent Applications from 1985-2016 – Wolfe and Howe Island

Spreadsheets provided by the Township contained the number of consent applications received by the Township from 1985 to 2016 divided by Howe and Wolfe Island.

Wolfe Island Consent Activity

The spreadsheets, when tallied, show that there was considerable residential lot development on the Wolfe Island from 1985 through the 1990s. In total, there were 452 consent applications from 1985 to 2000; 1990 saw the greatest number of severance applications being received with 90 applications. It is important to note that these values are for consent applications which include lot addition, right-of-way applications and severances. Planning staff considered this in regard to the proposed recommendation; an in-depth review of files from 1998-2008 provided planning staff with an understanding of the number of severances submitted each year in relation to lot addition and right-of-way applications. Due to the high number of severances that occurred at this time, resetting the date to after this time may permit up to 452 severances to be applied for again. This number of severances would not be consistent with the PPS nor the Township and County Official Plans. However, the data does show that there has been a drop in the number of severance applications received relative to the 1990s. Increasing the number of severances from three to four on Wolfe Island will permit limited residential development through additional severances.

Howe Island Consent Activity

Howe Island has not experienced the development pressure that Wolfe Island did in the 1990s. From 1985 to 2000 there were 124 consent applications received by the Township. The maximum number of consent applications received in a calendar year during this time frame was in 14 in 1986 and 1988. From 2000 to 2016, 56 consent applications have been received by the Township of Howe Island. Taking into consideration these values, and comments received at the public meeting, planning staff are recommending that there be no policy change for Howe Island. During the comprehensive Official Plan review, planning staff

will review this policy along with transportation planning, lot size and frontage requirements, and future development pressures.

Future Consent Potential – Resetting the Date

Planning staff worked with GIS staff to complete an analysis of severance potential with the intent of determining whether the date of January 1, 1985, should be moved forward and, if so, to what extent. With consideration of the minimum lot size and minimum frontage specified in the Township's Zoning By-law, area and frontage requirements to sever off one parcel of land, two and then three parcels were calculated. For instance, the minimum lot area in the Zoning By-law for Rural (RU) zone is 0.405 hectares (1 acre). In order to create one new residential lot from an existing land parcel, the minimum area of the original lot would be required to be twice the size of the original. Therefore, the minimum lot area required would be 0.81 hectares (2 acres). The same principle was applied to lot frontage for each zone. The results from this work determined the potential number of severances that would be permitted with resetting the date. Planning staff completed this analysis for resetting the date to the present as well as resetting the date to 1998 (year of amalgamation). This involved the recreation of the parcel fabric 1998 using the severance files retained by the Township. The number of potential severances that would be permitted with resetting the date to the present would not be considered limited residential development and not be consistent with the 2014 PPS nor conform to the County or Township Official Plan.

Using the 1998 parcel fabric, planning staff analysed severance potential using the current lot area and frontage requirements of the zones in the Rural designation. Resetting the date to January 1, 1998 and permitting three severances could result in significant strip development in the rural area of the Township; this would not be consistent with the PPS nor conform to the Township or County Official Plan policies. Planning staff considered the impact of limiting the number of severances to one but moving up the date of the policy to January 1, 1998. This direction would mean that residents who intended to use their potential to create three new lots would only be permitted to create one lot. There is a level of unfairness to this approach for those property owners who have not applied for a severance since 1985. On this basis staff do not recommend this option. Further, the number of severances to be permitted under this scenario has the potential to be greater than the recommended policy direction.

Increasing the Number of Severances Permitted

Planning staff recommend that Section 6.3.3 of the Township Official Plan ("Special Policies Non-Farm Residential Severances in the Rural Designation") be amended to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). Amending the policy to increase the number of severances will permit additional limited development in the Rural Areas and Shoreland Areas on Wolfe Island. The policy addresses comments received by the public and direction from Council for permitting additional severances. A comprehensive review of the severance data,

indicated that moving the date forward in the Plan would result in the potential for development that surpassed the limited residential development threshold. Planning staff are of the opinion that an amendment to increase the number of severances from three to four is consistent with the PPS and meets the policies of the County and Township Official Plan. Furthermore, this process is equitable and is anticipated to decrease concentration of the development on the Wolfe Island at this time.

Comments received at the public meeting, and written submissions received thereafter, indicated that residents on Howe Island did not support additional severances. After reviewing the number of severances that have been granted on Howe Island since 1985 and the concerns of ferry capacity, planning staff do not recommend the policy be amended for Howe Island.

Future Considerations

Planning staff recommend amending Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). It is important to consider the impact of future development and policy review in the coming years in the Township:

Marysville Secondary Plan
With the anticipation of increased ferry service to Wolfe Island, Township Council provided direction and financial support to undergo a secondary plan for Marysville. This project is anticipated to commence in early 2019. The secondary plan will establish local development policies unique to Marysville that will guide development in the settlement area, consistent with the 2014 PPS. The plan and subsequent policies will promote a desired type and form of development in Marysville, shaping the community and promoting economic development.

Comprehensive Review of the Official Plan and Zoning By-law
The Township Official Plan and Zoning By-law are anticipated to undergo a comprehensive review commencing in late 2019. The review of the Official Plan will ensure that future planning and development will meet the needs of the community.

The policy recommendations from the Marysville Secondary Plan will be incorporated into the new Official Plan and will likely influence future residential lot creation in the Rural designation of Wolfe Island. In summary, Council will have a better understanding of the need for rural residential growth by considering this demand within the context of a Township-wide Official Plan update and conformity with the County Official Plan and the 2014 PPS.

Recommendation

It is recommended that Township Council adopt the Official Plan Amendment to amend Section 6.3.3 ("Special Policies Non-Farm Residential Severances in the Rural Designation") to increase the number of severances permitted in the Rural designation from three to four from any lot as it existed on January 1, 1985 on Wolfe Island (all lands excluding Howe Island). And further that, Township Council direct staff to prepare and send the Official Plan Amendment package to the County of Frontenac for approval.

Sincerely,

Prepared by:
Megan Rueckwald
Community Planner
County of Frontenac

Reviewed by:
Joe Gallivan
Director
Planning and Economic Development
County of Frontenac

FRONTENAC

Report 2019-044

Recommend Report to Council

To: Warden and Council of the County of Frontenac

From: Kelly J. Pender, Chief Administrative Officer

Prepared by: Susan Brant, Director of Corporate Services/Treasurer

Date of meeting: April 17, 2019

Re: Corporate Services – 2018 County of Frontenac Audited Financial Statements

Recommendation

Resolved That the Council of the County of Frontenac receive the Corporate Services - 2018 Audited Financial Statements report;

And Further That the Council of the County of Frontenac approve the 2018 Audited Financial Statements of the Corporation of the County of Frontenac.

Background

The County is required to prepare financial statements, comprised of a Financial Report and a Financial Information Return, on an annual basis. The financial statements are to be audited. Allan Chartered Accountant Professional Corporation was appointed as the County auditors for 2018.

Municipalities are required to present financial statements which comply with the requirements of the Public Sector Accounting Board Standards (PSAB). These standards require a presentation that reflects full accrual accounting.

Comment

PSAB reporting requires the ongoing valuation of depreciation, an expense which recognizes the use of the County's long-lived assets throughout the year. Depreciation

is not an expense that is funded through the tax levy. Municipalities levy reserve allocations to provide for the future costs of asset replacement.

Ontario municipal financial statements feature a municipal equity section which includes reserve and reserve fund balances plus the net book value of County assets, less the amount of debt outstanding and any unfunded employee benefit obligation.

The following table reports the composition of the 2018 consolidated municipal equity showing it to be representative of a combination of assets offset by the debenture and the unfunded employee obligation.

2018 Consolidated Schedule of Municipal Equity		
Total reserves and reserve funds		$13,101,891
Surpluses		
Invested in tangible capital assets	Assets	23,772,063
	Debenture	-5,093,068
	Net	18,678,995
Unfunded employee benefit obligation		-76,690
Total Municipal Equity		**$31,704,196**

Consolidated Statement of Financial Position:

Cash/ Short Term Investments and Long Term Investments: In 2016, Johnson, Johnston and Macrae Investment Management services was hired to assist in the County's long range investment plans. In 2018, funds were transferred to a high interest saving account with LAS Investment Program in anticipation of a higher return than GICs.

Accounts Receivable: There was a substantial decrease in the amounts receivable from the City of Kingston and Ministry of Transportation offset by an increased receivable for the Government of Canada and Township of Frontenac Islands as compared to 2017.

Accounts Payable: In 2018, the timing of vendor payments resulted in an increase in the outstanding payables at the end of the year.

Deferred Revenue: Deferred revenue includes prepaid ferry passes, Ontario Municipal Commuter Cycling funding, behavioural support funding and other grant funding not utilized in 2018.

Tangible Capital assets: The change in the net book value of tangible assets includes the following:

- Land purchase and land improvements related to the K&P Trail
- At Frontenac Paramedics, equipment purchases included a new shelter tent, chair lifts, defibrillator replacements and computers. At Fairmount, asset purchases included LED lighting and air conditioning, as well as the replacements of a sidewalk, photocopier, and beds.
- Vehicle replacements include three ambulances and three command vehicles.

Consolidated Statement of Operations

Revenue

Taxation from other governments (-$48,132): Township year end reconciliations included lower supplementary taxes, payments in lieu and write-offs than budgeted.

User Charges (+$123,744): Event revenue, Fairmount Home resident fees, and ferry fees were higher than budgeted.

Province of Ontario (+$703,814): Frontenac Paramedic Service received +$158,000 more in operational funding and +$47,000 more in community paramedicine funding than anticipated. Also, flow through funding (+$298,000) for a research project on the Canadian Standard for paramedic ground emergency vehicle response vehicles and equipment. Fairmount Home received +$69,000 more in operational funding. Ferry funding is +$95,000 greater than budgeted as petitioned to MTO in 2018. Additional grants totaling +$36,000 were received in 2018.

Federal (-$232,003): Economic development projects to be funded by grant programs were lower than budgeted.

Other municipalities (+$280,374): The City's contribution was -$62,726 lower than budget for Fairmount Home and the contribution was +$305,519 greater for Land Ambulance, due to the higher than budgeted costs. The remaining variance is Land Ambulance cross border revenue, which was not budgeted.

Provincial Offences Fines (-$39,227): The net revenue was less than budgeted in 2018 based on the City of Kingston's reconciliation.

Investment Income (+$100,449): Investments have resulted in a greater return than budgeted.

Other (-$164,658): Economic developments donation budget was -$297,000 less than budget, planning revenue from shared services was +$45,000 greater than budgeted and Fairmount Home donation revenue exceeded budget by +$30,000. The remaining variance is general recoveries across the organization.

Expense

General Government (-$5,979)

- Council, warden and committee material and services were -$43,000 less than budget.

- MPAC fees were -$42,000 less than budgeted.
- Special projects included +$61,000 for Cambium waste study and EORN contribution of +$40,000, which was not budgeted.
- Variance also includes office supplies, recruitment expenses, fuel, vehicle, and building maintenance lower than budgeted.

Protection to Persons and Property - Emergency Management (-$2,762): Maintenance contracts and public relations initiatives were less than budgeted in 2018.

Transportation Services (+$82,875): Salary costs were higher than anticipated due to long term illnesses. Legal fees were higher than budgeted, but were offset by a decrease in maintenance expenses.

Ambulance Services (+$401,530): Sick leave exceeded the budget by +$205,000, overtime exceeded budget by +$130,000, maternity leave benefits exceeded budget by +$48,000, and medical supplies exceed budget by $31,000. Cross border expenses have exceeded budget by +$169,000. While cross border expenses have historically been nominal, far more calls have been attended by neighbouring services in Frontenac Paramedic Services' catchment area, than calls taken by Frontenac Paramedic Services in neighbouring areas. The budget variance is offset by a -$180,000 gain on the sale of defibrillators and vehicles replaced in 2018.

Health Services ($0): This amount is invoiced by the Kingston Frontenac Lennox and Addington Health Unit.

Social and Family Services (-$51,382): The social service reconciliation from the City provided a surplus of -$87,670. Fairmount Home is under budget -$31,000 on salaries and benefits, as well as under expenditures in hydro and gas. The budget variance is offset by higher than budgeted legal fees, equipment maintenance, special projects, training, disability management costs and counselling services.

Libraries (-$20,800): The under expenditure relates to capital requirements of the library, which were lower than budgeted in 2018.

Social Housing (-$57,973): The social housing budget is reconciled by the City and 2018 saw an under expenditure in administrative expenses.

Planning and Economic Development (+$33,554): An over budget on seniors housing at +$10,000, communal services at +$26,000 and community improvement projects at +$10,000 was offset by under expenditures on travel expenses.

Other (+$78,185): This includes additional Federal Gas Tax of +$38,000 and an OCIF grant of +$50,000 that was transferred to the Townships. The budget variance is offset by a decrease of -$10,000 in funding to Frontenac Transportation Services for a seniors accessible transportation project that was not completed in 2018.

Working fund reserve ($1,220,798): Target balance is $1.2 million.

Year-end surplus $162,172

The year-end surplus is 0.37% of the total budget and, in accordance with the County's budget policy will be transferred to the Stabilization reserve.

Sustainability Implications

Audited financial reporting confirms for the residents, businesses and visitors of the County that the financial resources are being utilized appropriately. It also offers the necessary transparency and assurances to our community of the high level of stewardship being achieved.

Organizations, Departments and Individuals Consulted and/or Affected

Senior Leadership Team
Allan Chartered Accountant Professional Corporation

CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2018

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County of Frontenac
Consolidated
Financial Statements
December 31, 2018

County of Frontenac
Five Year Financial Review
(not subject to audit)

December 31	**2018**	2017	2016	2015	2014
Population (Statistics Canada)	**26,677**	26,677	26,677	26,375	26,375
Number of Households (MPAC)	**19,588**	19,461	19,358	19,296	19,183
Taxable Assessment (000's)	**$**	$	$	$	$
Residential	**5,351,072**	5,229,875	5,274,145	4,994,041	4,717,670
Multi-residential	**6,006**	5,697	5,416	5,093	4,769
Commercial	**50,325**	49,096	48,787	47,928	47,059
Industrial	**16,468**	15,368	13,117	12,249	12,137
Farmland	**180,121**	153,079	130,330	125,041	118,822
Total	**5,603,992**	5,453,115	5,471,795	5,184,352	4,900,457
Rates of Taxation					
▸ residential (municipal)	**0.178446**	0.175201	0.166857	0.170059	0.171918
▸ multi-residential (municipal)	**0.178446**	0.175201	0.166857	0.170059	0.171918
▸ commercial (municipal)	**0.178446**	0.175201	0.166857	0.170059	0.171918
▸ industrial (municipal)	**0.178446**	0.175201	0.166857	0.170059	0.171918
Revenues for County Purposes (000's)	**$**	$	$	$	$
▸ Taxation	**9,823**	9,400	9,041	8,745	8,356
▸ Government transfers	**27,087**	25,304	24,619	23,536	23,312
▸ Other	**5,299**	5,310	4,948	4,907	5,124
▸ Revenues related to capital assets	**11**	444	746	(1,370)	1,996
Total	**42,220**	40,458	39,354	35,818	38,788
Expenditures (000's)					
▸ Operations	**40,597**	38,698	38,642	37,147	36,128
▸ Amortization	**1,616**	1,576	1,420	1,508	1,417
Net Financial Assets (Net Debt)					
▸ % of Operating Revenue **(>(20%))****	**18.16%**	15.80%	13.00%	13.15%	9.81%
▸ % of Taxation **(>(50%))****	**78.02%**	67.25%	55.52%	56.10%	45.54%

**** Represents the Provincial Low Risk Indicator.**
(Note: All dollar amounts are in thousands of dollars.)

County of Frontenac
Five Year Financial Review
(not subject to audit)

December 31	2018	2017	2016	2015	2014
	$	$	$	$	$
Long Term Debt					
▸ Net long term debt (000's)	**5,093**	6,265	7,368	8,406	9,381
▸ Long term debt charges (000's)	**1,528**	1,528	1,528	1,528	1,528
▸ Total annual repayment limit (000's)	**2,236**	2,194	2,092	1,959	1,443
▸ Long term debt per household (Frontenac portion)	**83**	83	83	95	107
▸ Debt charges (000's)					
▸ tax supported	**334**	334	334	334	334
▸ City of Kingston	**711**	711	711	711	711
▸ Government of Ontario	**483**	483	483	483	483
Municipal Equity (000's)					
▸ Surplus and Reserves	**13,103**	12,889	12,770	13,619	13,468
▸ Invested in capital assets	**18,679**	17,261	15,614	14,048	15,520
▸ Asset consumption ratio	**37.27%**	36.40%	35.38%	34.81%	30.38%
▸ Reserves as % of operating expenses **(>20%)****	**32.27%**	33.31%	33.05%	36.66%	37.28%
Financial Indicators					
▸ Sustainability					
▸ financial assets to liabilities	**1.8027**	1.6056	1.3997	1.3753	1.2443
▸ financial assets to liabilities excluding long term debt	**3.8638**	4.0163	3.3864	3.8531	3.1281
▸ long term debt to tangible capital assets	**21.42%**	26.63%	32.06%	37.44%	37.67%
▸ capital reserves to accumulated amortization	**43.03%**	47.34%	51.40%	53.71%	53.57%
▸ Flexibility					
▸ Debt charges to total operating revenue **(<5%)****	**3.62%**	3.82%	3.96%	4.12%	3.94%
▸ Total operating revenue to taxable assessment	**0.75%**	0.73%	0.71%	0.72%	0.79%
▸ Working capital to operating expenses **(>10%)****	**31.42%**	32.53%	32.06%	35.83%	36.50%
▸ Vulnerability					
▸ Operating government transfers					
▸ to operating revenue	**64.17%**	63.24%	63.77%	63.36%	63.36%
▸ Total government transfers					
▸ to total revenues	**64.18%**	63.64%	64.45%	63.70%	63.92%

FRONTENAC

County of Frontenac
2069 Battersea Rd.
Glenburnie, ON K0H 1S0
T: 613.548.9400
F: 613.548.8460
frontenaccounty.ca

Management's Responsibility for the Consolidated Financial Statements

The accompanying consolidated financial statements of the Corporation of the County of Frontenac are the responsibility of the County's management and have been prepared in compliance with legislation, and in accordance with Canadian Public Sector Accounting Standards. A summary of significant accounting policies are described in note 2 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The County's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of consolidated financial statements. These systems are monitored and evaluated by management.

The consolidated financial statements have been audited by Allan and Partners LLP, independent external auditors appointed by the County. The accompanying Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the County's consolidated financial statements.

Kelly Pender,
Chief Administrative Officer

Susan Brant,
Treasurer

INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers
of the Corporation of the County of Frontenac:

We have audited the accompanying financial statements of the Corporation of the County of Frontenac which comprise the consolidated statement of financial position as at December 31, 2018 and the consolidated statement of operations, changes in net financial assets and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

The Corporation of the County of Frontenac's management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian Public Sector Accounting Standards and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Corporation of the County of Frontenac as at December 31, 2018 and its consolidated results of operations, consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards.

Allan and Partners LLP
Chartered Professional Accountants
Licensed Public Accountants

Perth, Ontario,
April 17, 2019.

County of Frontenac
Consolidated Statement of Financial Position

December 31	2018	2017
	$	$
ASSETS		
Financial Assets		
Cash	**6,738,865**	9,258,193
Investments	**8,154,731**	4,485,972
Accounts receivable	**2,318,231**	3,015,857
	17,211,827	16,760,022
LIABILITIES		
Financial Liabilities		
Accounts payable and accrued liabilities	**3,736,910**	3,510,814
Employee future benefit obligations (note 3)	**324,459**	311,886
Deferred revenues	**183,357**	136,768
Deferred revenues ▸ obligatory reserve fund (note 4)	**209,879**	213,534
Long term liabilities (note 5)	**5,093,068**	6,265,381
	9,547,673	10,438,383
NET FINANCIAL ASSETS	**7,664,154**	6,321,639
NON-FINANCIAL ASSETS		
Tangible capital assets (note 14)	**23,772,063**	23,526,802
Inventories	**215,343**	203,559
Prepaid expenses	**52,636**	29,672
	24,040,042	23,760,033
Commitments (note 11) Contingent Liabilities (note 9)		
MUNICIPAL EQUITY (note 6)	**31,704,196**	30,081,672

The accompanying notes are an integral part of these consolidated financial statements.

County of Frontenac
Consolidated Statement of Operations

For the year ended December 31	(Note 16) Budget	2018	2017
	$	**$**	$
REVENUES			
Taxation ▸ from other governments	9,870,894	**9,822,762**	9,400,270
User charges	3,388,988	**3,512,732**	3,411,593
Government grants ▸ provincial	16,296,061	**16,999,875**	16,013,414
▸ other municipalities	9,741,708	**10,022,082**	9,118,317
▸ Federal	297,500	**65,497**	171,822
Deferred revenues earned (note 4)	801,884	**852,018**	842,313
Provincial offences fines penalties	127,195	**87,968**	143,503
Investment income	140,000	**240,449**	165,722
Other income	770,473	**605,815**	747,151
TOTAL REVENUES	41,434,703	**42,209,198**	40,014,105
EXPENDITURES			
General government	2,866,490	**2,860,512**	2,769,691
Protection to persons and property	6,900	**4,138**	3,239
Transportation services	1,026,067	**1,108,942**	1,039,255
Ambulance services	17,430,980	**17,832,510**	16,662,373
Health services	758,049	**758,049**	746,847
Social and family services	14,419,988	**14,368,606**	13,645,575
Libraries	852,147	**831,347**	821,097
Social housing	739,154	**681,181**	689,128
Planning and development	1,057,144	**1,090,698**	1,368,747
Other	983,245	**1,061,430**	952,184
TOTAL EXPENDITURES	40,140,164	**40,597,413**	38,698,136
NET REVENUES FROM OPERATIONS	1,294,539	**1,611,785**	1,315,969
OTHER			
Grants and transfers related to capital Other municipalities	191,871	**10,739**	444,359
ANNUAL SURPLUS	1,486,410	**1,622,524**	1,760,328
MUNICIPAL EQUITY, BEGINNING OF YEAR	30,081,672	**30,081,672**	28,321,344
MUNICIPAL EQUITY, END OF YEAR	31,568,082	**31,704,196**	30,081,672

The accompanying notes are an integral part of these consolidated financial statements.

County of Frontenac
Consolidated Statement of Changes in Net Financial Assets

For the year ended December 31	(Note 16) Budget	2018	2017
	$	$	$
ANNUAL SURPLUS	1,486,410	**1,622,524**	1,760,328
Amortization of tangible capital assets	1,452,373	**1,615,680**	1,576,423
Acquisition of tangible capital assets	(1,561,346)	**(1,888,654)**	(2,161,531)
Gain on sale of tangible capital assets	---	**(180,581)**	(26,936)
Proceeds on sale of tangible capital assets	---	**208,295**	67,072
Acquisition of inventories of supplies	---	**(215,342)**	(203,559)
Acquisition of prepaid expenses	---	**(52,636)**	(29,672)
Consumption of inventories	---	**203,559**	225,140
Use of prepaid expenses	---	**29,672**	95,066
	(108,973)	**(280,007)**	(457,997)
INCREASE IN NET FINANCIAL ASSETS	1,377,437	**1,342,517**	1,302,331
NET FINANCIAL ASSETS, BEGINNING OF YEAR	6,321,639	**6,321,639**	5,019,308
NET FINANCIAL ASSETS, END OF YEAR	7,699,076	**7,664,156**	6,321,639

The accompanying notes are an integral part of these consolidated financial statements.

County of Frontenac
Consolidated Statement of Cash Flows

For the year ended December 31	2018	2017
	$	$
OPERATING ACTIVITIES		
Annual surplus for the year	**1,622,524**	1,760,328
Amortization	**1,615,680**	1,576,423
Gain on disposal of capital assets	**(180,581)**	(26,936)
	3,057,623	3,309,815
Net Change in Non-Cash Working Capital Balances		
Accounts receivable	**697,626**	475,585
Accounts payable and accrued liabilities	**226,096**	(812,417)
Employee future benefit obligations	**12,573**	11,888
Deferred revenues	**46,589**	45,197
Deferred revenues ▸ obligatory reserve funds	**(3,655)**	(262,538)
Inventories	**(11,783)**	21,581
Prepaid expenses	**(22,964)**	65,394
	944,480	(455,310)
Working Capital from Operations	**4,002,104**	2,854,505
INVESTING ACTIVITIES		
Net (increase) decrease in short term investments	**(3,668,759)**	3,691,618
Net (increase) decrease in investments	**(3,668,759)**	3,691,618
CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	**(1,888,654)**	(2,161,531)
Proceeds on sale of tangible capital assets	**208,295**	67,072
Net investment in tangible capital assets	**(1,680,359)**	(2,094,459)
FINANCING ACTIVITIES		
Debt principal repayments	**(1,172,313)**	(1,102,828)
Net decrease in cash from financing activities	**(1,172,313)**	(1,102,828)
NET (DECREASE) INCREASE IN CASH	**(2,519,328)**	3,348,836
CASH, BEGINNING OF YEAR	**9,258,193**	5,909,357
CASH, END OF YEAR	**6,738,865**	9,258,193

The accompanying notes are an integral part of these consolidated financial statements.

1. Status of the County of Frontenac

The County of Frontenac (the 'County') was incorporated in 1865 and assumed its responsibilities under the authority of the Provincial Secretary. The County operates as an upper tier government in the County of Frontenac, in the Province of Ontario, Canada and provides municipal services such as emergency measures, public health services, ambulance services, social and family assistance, planning and development and other general government operations.

2. Significant Accounting Policies

The consolidated financial statements of the Corporation of the County of Frontenac are the representations of management and have been prepared in all material respects in accordance with Canadian Public Sector Accounting Standards. Significant aspects of the accounting policies adopted by the County are as follows:

Basis of Consolidation

(i) The consolidated financial statements reflect financial assets, liabilities, operating revenues and expenditures, reserves, reserve funds and changes in investment in tangible capital assets of the County. The reporting entity is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the County and which are owned or controlled by the County. Interdepartmental and inter-organizational transactions and balances between these organizations are eliminated. These consolidated financial statements include:

- Fairmount Home for the Aged

(ii) Non-consolidated entities:

Kingston, Frontenac and Lennox and Addington Public Health is not consolidated and only the contributions by the County are reported on the Consolidated Statement of Operations

The Kingston-Frontenac Public Library Board is not consolidated and only the contributions by the County are reported on the Consolidated Statement of Operations.

Basis of Accounting

(i) The consolidated financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenditures are recognized as they are incurred and measurable based on receipt of goods and services and/or the creation of a legal obligation to pay.

(ii) Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets for the year.

(iii) Trust funds and their related operations administered by the County are not included in these financial statements but are reported separately on the Trust Funds Statement of Financial Activities and Financial Position.

2. Significant Accounting Policies / continued

Basis of Accounting / continued

Tangible Capital Assets

Tangible capital assets are recorded at historical cost or where historical cost records were not available, other methods determined to provide a best estimate of historical cost and accumulated amortization of the assets. In certain cases the County used replacement costs and appropriate indices to deflate the replacement cost to an estimated historical cost at the year of acquisition. Costs include all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight line basis over their estimated useful lives as follows:

Land	
Land Improvements	10 - 30 years
Buildings	10 - 50 years
Vehicles	4.5 - 15 years
Machinery and Equipment	3 to 30 years
Bridges	16 to 50 years
Work in Progress	

Amortization is charged for the months in use. Assets under construction are not amortized until the asset is available for productive use, at which time they are capitalized.

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue.

When tangible capital assets are disposed of, either by way of a sale, destruction or loss, or abandonment of the asset, the asset's net book value, historical cost less accumulated amortization, is written off. Any resulting gain or loss, equal to the proceeds on disposal less the asset's net book value, is reported on the consolidated statement of operations in the year of disposal.

When conditions indicate that a tangible capital asset no longer contributes to the County's ability to provide services or the value of the future economic benefits associated with the tangible capital asset are less than its net book value, and the decline is expected to be permanent, the cost and accumulated amortization of the asset are reduced to reflect the revised estimate of the value of the asset's remaining service potential. The resulting net adjustment is reported as an expense on the consolidated statement of operations.

Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

2. Significant Accounting Policies / continued

Inventories and Prepaid Expenses

Inventories and prepaid expenses held for consumption are recorded at the lower of cost or replacement cost.

Pension and Employee Benefits

The County accounts for its participation in the Ontario Municipal Employees Retirement System ('OMERS'), a multi-employer public sector pension fund, as a defined benefit plan. The OMERS plan specifies the retirement benefits to be received by employees based on length of service and pay rates.

Cash and Cash Equivalents

The County considers cash and cash equivalents to be highly liquid investments with original maturities of three months or less.

Government Transfers

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

Deferred Revenues

The County defers recognition of user charges and fees which have been collected but for which the related services have yet to be performed. Government transfers of gas taxes, are reported as deferred revenues in the Consolidated Statement of Financial Position. These amounts will be recognized as revenues in the fiscal year the services are performed.

The County receives restricted contributions under the authority of Federal and Provincial legislation and County by-laws. These funds by their nature are restricted in their use and until applied to applicable costs are recorded as deferred revenue. Amounts applied to qualifying expenses are recorded as revenue in the fiscal period they are expended.

Deferred revenue represents certain user charges and fees which have been collected but for which the related services have yet to be performed. Deferred revenue also represents contributions that the County has received pursuant to legislation, regulation or agreement that may only be used for certain programs or in the completion of specific work. These amounts are recognized as revenue in the fiscal year the services are performed or related expenses incurred.

Investments

Short-term and long-term investments are recorded at cost plus accrual interest. If the market value of investments become lower than cost and the decline in value is considered to be other than temporary, the investments are written down to market value.

Investment income earned on available current funds and reserve funds (other than obligatory funds) are reported as revenue in the period earned. Investment income earned on obligatory reserve funds is added to the fund balance and forms part of the respective deferred revenue balance.

2. Significant Accounting Policies / continued

Financial Instruments

All financial instruments are initially recognized at fair value on the consolidated statement of financial position. The County has classified each financial instrument into one of the following categories: held-for-trading financial assets and liabilities, loans and receivables, held-to-maturity financial assets and other financial liabilities. Subsequent measurement of financial instruments is based on their classification.

Held-for-trading financial assets and liabilities are subsequently measured at fair value with changes in those fair values recognized in net revenues.

Loans and receivables, held-to-maturity financial assets and other financial liabilities are subsequently measured at amortized cost using the effective interest method.

The County classifies cash and cash equivalents as held-for-trading financial assets, accounts receivable as loans and receivables, and accounts payable and accrued liabilities as other financial liabilities.

Measurement Uncertainty

The preparation of consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenue and expenditures during the period. Actual results could differ from these estimates. These estimates are reviewed periodically and as adjustments become necessary, they are recorded in the consolidated financial statements in the period in which they become known.

3. Employee Future Benefit Obligations

Extended health care and dental:

The County provides extended health care and dental to employees who meet specific criteria within the Fairmount Home and Paramedic Services. Extended health care and dental benefits continue to be available to early retirees at 100% of their cost up to the age of 60, then between the age of 60 and 65, the retiree will generally be responsible for paying 50% of the benefit premiums.

Retirement Benefits

An independent actuarial study of the employee non-pension retirement benefits has been undertaken. The most recent valuation of the employee future benefits was completed at December 31, 2017.

The accrued benefit obligations relating to employee non-pension retirement benefits has been actuarially determined using the projected benefit method pro-rated on services. At December 31, 2018, based on actuarial update, the accrued benefit obligation was $324,459 (2017 $311,886).

3. Employee Future Benefit Obligations / continued

The significant actuarial assumptions adopted in estimating the County's accrued benefit obligation are as follows:

Discount rate	5% per annum
Inflation rate	2% per annum
Salary escalation	3% per annum
Dental benefits escalation	4% per annum
Health benefits escalation	4% per annum

Employee benefit obligations are comprised of:

	2018	2017
	$	$
Opening balance	**311,886**	299,998
Expense recognized for the year	**13,694**	12,817
Interest cost	**12,689**	11,963
Benefit payments	**(10,395)**	(9,476)
Amortization of actuarial losses	**(3,415)**	(3,416)
Accrued benefit obligation, end of year	**324,459**	311,886

4. Deferred Revenues

A requirement of public sector accounting standards of the Chartered Professional Accountants of Canada is that obligatory reserve funds be reported as deferred revenues. This requirement is in place as Provincial legislation restricts how these funds may be used and under certain circumstances these funds may possibly be refunded. The transactions for the year are summarized as follows:

	2018	2017
	$	$
Federal Gas Tax ▸ January 1, 2018	**213,534**	476,072
Federal grant ▸ gasoline tax	**840,069**	816,080
Investment income	**8,294**	8,831
Transfer to operating fund	**(852,018)**	(842,314)
Transfer to capital fund	**---**	(245,135)
Federal Gas Tax ▸ December 31, 2018	**209,879**	213,534

5. Long Term Liabilities

(a) The balance of long term liabilities reported on the "Consolidated Statement of Financial Position" is comprised of the following:

	2018	2017
	$	$
Debenture issue	**5,093,068**	6,265,381
Net long term liabilities at the end of the year	**5,093,068**	6,265,381

A debenture was issued on September 12, 2002 maturing September 12, 2022, to finance a building project at Fairmount Home for the Aged. The debenture has an interest rate of 6.157% with principal repayments commencing on September 12, 2003. Debt repayment costs will be recovered from future revenue. The City of Kingston's share of the debt repayment was established through a Mediated Settlement dated August 7, 2002 and is based on 50% of the repayments related to the 32 new beds and 74% of the repayments related to the 96 existing beds.

(b) Principal payments fall due as follows:

	General Revenues
	$
2019	**1,246,176**
2020	**1,324,693**
2021	**1,408,157**
2022	**1,114,042**
	5,093,068

(c) Interest expense on long term liabilities in 2018 amounted to $355,045 (2017 $425,201).

(d) These payments are within the annual debt repayment limit prescribed by the Ministry of Municipal Affairs and Housing.

6. Municipal Equity

	2018	2017
	$	$
Investment in tangible capital assets		
Tangible capital assets	**23,772,063**	23,526,802
Long term liabilities	**(5,093,068)**	(6,265,381)
	18,678,995	17,261,421
Unfunded Future Employee Liabilities	**(76,690)**	(69,296)
Reserves (Schedule 1)	**11,844,871**	11,542,559
Reserve Funds (Schedule 1)	**1,257,020**	1,346,988
Total Municipal Equity	**31,704,196**	30,081,672

7. Pension Contributions

The County makes contributions to the Ontario Municipal Employees Retirement System ("OMERS"), which is a multi-employer plan, on behalf of all permanent members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Employers and employees contribute to the plan. Since any surpluses or deficits are a joint responsibility of all Ontario municipalities and their employees, the County does not recognize any share of the OMERS pension surplus or deficit in these consolidated financial statements.

The amount contributed to OMERS was $1,769,193 (2017 $1,577,988) for current services and is included as an expenditure on the Consolidated Statement of Operations classified under the appropriate functional expenditure. Contributions by employees were a similar amount.

8. Trust Funds

Trust funds administered by the County amounting to $10,279 (2017 $8,474) are presented in a separate financial statement of trust fund balances and operations. As such balances are held in trust by the County for the benefit of others, they are not presented as part of the County's financial position or financial activities.

9. Contingent Liabilities

(a) The County is contingently liable for its share of any operating deficit of the Kingston-Frontenac Public Library Board, which is approximately 13% of the accumulated balance as at the end of the year for the Board. The County's share of the accumulated operating surplus (deficit) is $39,266 (2017 $40,306).

(b) The nature of municipal activities is such that there may be litigation pending or in prospect at any time. With respect to claims as at December 31, 2018, management believes that the County has valid defences and appropriate insurance coverages in place.

In the event any claims are successful, management believes that such claims are not expected to have a material effect on the County's financial position.

10. Contributions to Joint Boards

(a) The assets and liabilities of the Kingston-Frontenac Public Library Board have not been consolidated. The County contributions to the Library Board for 2018 are $831,347 (2017 $821,097) and are reported on the Consolidated Statement of Operations.

(b) The assets and liabilities of the Kingston-Frontenac and Lennox and Addington Health Board have not been consolidated. The County made the following contributions to the Kingston, Frontenac and Lennox and Addington Health Board for 2018 $758,049 (2017 $746,847).

11. Commitments

(a) The County leases premises under long term operating lease agreements with terms as follows:

(i) $27,500 per annum plus HST to December 31, 2017, adjusted annually for additional rent and realty taxes; adjusted annually for additional rent and realty taxes;

(ii) $28,000 per annum plus HST;

(iii) $27,999 per annum in 2018;

(iv) $60,903 per annum plus HST to December 31, 2018;

(v) $4,000 per annum plus HST first five year term to 2015 and the following 15 years $4,000 plus CPI escalator, plus HST;

(b) In 2018, the County pledged $55,061 annually for 10 years to the University Hospitals Kingston Foundation, a joint fund raising appeal undertaken by the Foundation on behalf of local hospitals. The County has provided $55,061 as the first of 10 payments, as of December 31, 2018.

11. Commitments / continued

(c) In 2012, the Kingston Frontenac Housing Corporation entered into an agreement with the City of Kingston to pay $12,500 per year beginning in 2012 to provide for a new septic system at the social housing site in Verona. Through the cost sharing agreement with the City of Kingston the County of Frontenac is obligated for 100% of the costs of the social housing units in the County, including this annual repayment.

12. Cost Sharing Allocations

The Local Service Realignment sets out formulae under which the costs for Social Services, Child Care, Social Housing, Provincial Offences and Land Ambulance are shared between the County of Frontenac and the City of Kingston. A new cost sharing arrangement was derived for the period of 2004 to 2006 through an arbitrated settlement and continued on a year to year basis. Program costs for Social Services and Child Care are distributed on the basis of caseload and Social Housing costs are allocated by the location of the unit. The administrative costs for these services are allocated on the basis of weighted assessment. The cost of Land Ambulance and the net revenue of Provincial Offences are distributed on the basis of weighted assessment.

13. Risk Management

In the normal course of operations, the County is exposed to a variety of financial risks which are actively managed by the County.

The County's financial instruments consist of cash, investments, accounts receivable and accounts payable and accrued liabilities. The fair values of cash, investments and accounts payable and accrued liabilities approximate their carrying values because of their expected short term maturity and treatment on normal trade terms.

The County's exposure to and management of risk has not changed materially from December 31, 2017.

Credit Risk

Credit risk arises from the possibility that the entities to which the County provides services to may experience difficulty and be unable to fulfill their obligations. The County is exposed to financial risk that arises from the credit quality of the entities to which it provides services. The County does not have a significant exposure to any individual customer or counter party. As a result, the requirement for credit risk related reserves for accounts receivable is minimal.

Interest Rate Risk

Interest rate risk arises from the possibility that the value of, or cash flows related to, a financial instrument will fluctuate as a result of changes in market interest rates. The County is exposed to financial risk that arises from the interest rate differentials between the market interest rate and the rates on its cash and cash equivalents. Changes in variable interest rates could cause unanticipated fluctuations in the County's operating results.

13. Risk Management / continued

Liquidity Risk

Liquidity risk is the risk that the County will not be able to meet its obligations as they fall due. The County requires working capital to meet day-to-day operating activities. Management expects that the County's cash flows from operating activities will be sufficient to meet these requirements.

14. Tangible Capital Assets

	2018	2017
	$	$
Land	**996,411**	959,898
Land Improvements	**2,275,789**	2,275,832
Buildings	**15,369,142**	15,839,439
Vehicles	**1,345,088**	1,207,139
Machinery and Equipment	**2,990,940**	2,444,058
Bridges	**731,810**	745,129
Work in Progress	**62,883**	55,307
	23,772,063	23,526,802

For additional information, see Schedule 2 ▸ Tangible Capital Assets.

15. Segmented Information

The County is a diversified municipal government that provides a wide range of services to its citizens. The services are provided by departments and their activities are reported in the consolidated statement of operations.

Departments have been separately disclosed in the segmented information, along with the service they provide, as set out in the schedule below.

For each reported segment, expenditures represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. Therefore, certain allocation methodologies are employed in the preparation of segmented financial information.

The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in note 2.

15. Segmented Information / continued

2018	Salaries, Wages & Employee Benefits	Rents and Debenture Debt Interest	Materials & Services	External Transfers	Amortization	Total
	$	$	$	$	$	$
General Government						
Administration	1,220,699	10,127	1,295,772	1,063,059	332,283	3,921,940
Protection to Persons and Property	---	---	4,138	---	---	4,138
Transportation	998,726	---	106,154	---	4,062	1,108,942
Health Services						
Public Health Services	---	---	758,049	---	---	758,049
Ambulance	14,188,562	218,767	2,712,045	---	713,136	17,832,510
Social and Family Assistance	---	---	1,128,715	---	---	1,128,715
General Assistance						
Assistance to Aged Persons	9,865,470	355,045	2,453,179	---	566,199	13,239,893
Social Housing	---	---	681,181	---	---	681,181
Recreation and Cultural Services						
Libraries	---	---	831,347	---	---	831,347
Planning and Development	350,269	---	740,429	---	---	1,090,698
2018	26,623,726	583,939	10,711,009	1,063,059	1,615,680	40,597,413

15. Segmented Information / continued

2017	Salaries, Wages & Employee Benefits	Rents and Debenture Debt Interest	Materials & Services	External Transfers	Amortization	Total
	$	$	$	$	$	$
General Government						
Administration	1,257,414	---	1,166,368	952,737	345,356	3,721,875
Protection to Persons and Property	---	---	3,239	---	---	3,239
Transportation	937,111	---	98,082	---	4,062	1,039,255
Health Services						
Public Health Services	---	---	746,847	---	---	746,847
Ambulance	13,363,933	---	2,635,463	---	662,977	16,662,373
Social and Family Assistance						
General Assistance	---	---	1,217,196	---	---	1,217,196
Assistance to Aged Persons	9,139,099	425,201	2,300,051	---	564,028	12,428,379
Social Housing	---	---	689,128	---	---	689,128
Recreation and Cultural Services						
Libraries	---	---	821,097	---	---	821,097
Planning and Development	358,097	---	1,010,650	---	---	1,368,747
2017	25,055,654	425,201	10,688,121	952,737	1,576,423	38,698,136

16. Budget Figures

The 2018 budget amounts that were approved were not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Board Standards). The budget included capital items such as infrastructure replacements and estimated costs for constructed assets, as program expenses, but the actual expenses have been removed in the Consolidated Statement of Operations. The revenues attributable to these items continue to be included in the Consolidated Statement of Operations, resulting in a significant variance. The following analysis is provided to assist readers in their understanding of differences between the approved budget and the audited consolidated financial statements:

	Budget	Actual
	$	$
Total Revenues	41,434,703	42,209,198
Total Expenditures	(40,140,164)	(40,597,413)
Net Revenues	1,294,539	1,611,785
Amortization	1,452,373	1,615,680
Adjusted Net Revenues	2,746,912	3,227,465
Capital Revenues	191,871	10,739
Funds Available	2,938,783	3,238,204
Capital Expenditures	(1,561,346)	(1,888,654)
Disposal of Tangible Capital Assets	---	27,713
Principal Repayments	(1,172,313)	(1,172,313)
Unfunded Expense	---	7,394
Increase in Operating Surplus	205,124	212,344
Allocated as Follows:		
Net Transfers from reserves	205,124	212,344

County of Frontenac

Schedule 1 ▸ Continuity of Reserves and Reserve Funds

For the year ended December 31	(Note 16) Budget	2018	2017
	$	**$**	$
Revenues			
Investment income	---	**72,302**	47,376
Total Net Revenues	---	**72,302**	47,376
Net Transfers From / (To) Other Funds			
Transfers from operations	384,411	**667,329**	152,134
Transfers to capital acquisitions	(179,287)	**(527,287)**	(80,286)
Total Net Transfers	205,124	**140,042**	71,848
Balances, Change in Year	205,124	**212,344**	119,224
Balances, Beginning of Year	12,889,547	**12,889,547**	12,770,323
Reserves and Reserve Fund Balances, End of Year	13,094,671	**13,101,891**	12,889,547

The accompany notes are an integral part of these consolidated financial statements.

County of Frontenac
Schedule 1 ▸ Composition of Reserves and Reserve Funds

For the year ended December 31	2018	2017
	$	$
Reserves set aside for specific purposes by Council:		
Operating		
County of Frontenac ▸ working fund	**1,220,798**	1,220,798
▸ operating	**9,440**	32,458
Frontenac Paramedic Service ▸ Severance	**226,990**	192,957
▸ WSIB	**1,031,512**	572,206
Fairmount Home ▸ operating	**62,854**	45,020
▸ severance	**49,504**	19,141
Sustainability	**218,746**	249,748
Community development reserve	**35,000**	---
Economic development grants	**101,911**	---
Asset Replacement		
Capital replacement	**2,543,045**	2,141,893
Ontarians with Disabilities	**100,000**	90,000
Fairmont Home ▸capital replacement	**883,988**	865,669
Fairmount Home ▸ capital reserve fund *	**1,075,617**	1,181,914
Frontenac Paramedic Service ▸ vehicle replacement	**537,883**	621,145
▸ equipment replacement	**997,625**	1,472,721
External Agency Reserves		
Library reserve	**185,590**	206,390
Social housing ▸ Out of Scope	**237,686**	227,686
Renovates program reserve	**---**	100,858
Strategic Regional Reserves		
Strategic projects reserve	**1,647,519**	1,934,727
Stabilization Reserves		
County of Frontenac	**1,633,945**	1,477,760
Legally Restricted		
Frontenac Howe Islander Ferry Reserve	**57,270**	49,204
Donations *	**140,837**	121,029
Pathways *	**40,566**	44,045
Frontenac Howe Island Ferry WSIB	**63,564**	22,178
Total Reserves and Reserve Funds	**13,101,890**	12,889,547
Reserves	**11,844,871**	11,542,559
Reserve Funds *	**1,257,020**	1,346,988
Total Reserves and Reserve Funds	**13,101,891**	12,889,547

The accompany notes are an integral part of these consolidated financial statements.

County of Frontenac
Schedule 2 ▸ 2018 Tangible Capital Assets

Asset Class	Cost 01/01/18	Additions	(Disposals)	**Cost 31/12/18**
	$	$	$	**$**
Land	959,898	36,513	---	**996,411**
Land Improvements	3,014,048	188,574	---	**3,202,622**
Buildings	22,120,650	---	---	**22,120,650**
Vehicles	3,098,752	609,657	(442,309)	**3,266,100**
Machinery & Equipment	6,943,687	1,046,335	(541,520)	**7,448,502**
Bridges	797,779	---	---	**797,779**
Work in Progress	55,307	62,883	(55,307)	**62,883**
	36,990,121	1,943,962	(1,039,136)	**37,894,947**

Asset Class	Accumulated Amortization 01/01/18	Amortization	(Disposals)	**Accumulated Amortization 31/12/18**	**Net Book Value 31/12/18**
	$	$	$	**$**	**$**
Land	---	---	---	**---**	**996,411**
Land Improvements	738,216	188,617	---	**926,833**	**2,275,789**
Buildings	6,281,211	470,297	---	**6,751,508**	**15,369,142**
Vehicles	1,891,613	443,994	(414,595)	**1,921,012**	**1,345,088**
Machinery & Equipment	4,499,629	499,453	(541,520)	**4,457,562**	**2,990,940**
Bridges	52,650	13,319	---	**65,969**	**731,810**
Work in Progress	---	---	---	**---**	**62,883**
	13,463,319	1,615,680	(956,115)	**14,122,884**	**23,772,063**

The accompany notes are an integral part of these consolidated financial statements.

County of Frontenac
Schedule 2 ▸ 2017 Tangible Capital Assets

Asset Class	Cost 01/01/17	Additions	(Disposals)	**Cost 31/12/17**
	$	$	$	**$**
Land	627,268	332,630	---	**959,898**
Land Improvements	2,234,066	779,982	---	**3,014,048**
Buildings	22,120,650	---	---	**22,120,650**
Vehicles	3,105,738	693,699	(700,685)	**3,098,752**
Machinery & Equipment	6,667,064	299,913	(23,290)	**6,943,687**
Bridges	797,779	---	---	**797,779**
Work in Progress	---	55,307	---	**55,307**
	35,552,565	2,161,531	(723,975)	**36,990,121**

Asset Class	Accumulated Amortization 01/01/17	Amortization	(Disposals)	**Accumulated Amortization 31/12/17**	**Net Book Value 31/12/17**
	$	$	$	**$**	**$**
Land	---	---	---	**---**	**959,898**
Land Improvements	540,502	197,714	---	**738,216**	**2,275,832**
Buildings	5,810,913	470,298	---	**6,281,211**	**15,839,439**
Vehicles	2,103,866	449,988	(662,241)	**1,891,613**	**1,207,139**
Machinery & Equipment	4,076,120	445,107	(21,598)	**4,499,629**	**2,444,058**
Bridges	39,334	13,316	---	**52,650**	**745,129**
Work in Progress	---	---	---	**---**	**55,307**
	12,570,735	1,576,423	(683,839)	**13,463,319**	**23,526,802**

The accompany notes are an integral part of these consolidated financial statements.

INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers
of the Corporation of the County of Frontenac:

We have audited the accompanying financial statements of the Corporation of the County of Frontenac which comprise the statement of financial position of the trust funds as at December 31, 2018 and the statement of financial activities of the trust funds for the year then ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

The Corporation of the County of Frontenac's management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Public Sector Accounting Standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

The trust funds of the Corporation of the County of Frontenac derives receipts from the Homes for Senior Citizen residents, which are not susceptible to complete audit verification. Accordingly our verification of such receipts was limited to accounting for the amounts recorded in the records of the trust funds.

In our opinion, except for the effect of adjustments which might have been required had receipts from the Homes for Senior Citizens residents been susceptible to complete audit verification, these financial statements present fairly, in all material respects, the financial position of the trust funds of the Corporation of the County of Frontenac as at December 31, 2018 and the financial activities for the year ended in accordance with Canadian Public Sector Accounting Standards.

Allan and Partners LLP
Chartered Professional Accountants
Licensed Public Accountants

Perth, Ontario,
April 17, 2019.

County of Frontenac
Trust Funds
Statement of Financial Position

December 31	Fairmount Home Residents'	Bridget Fowler	2018	2017
	$	$	**$**	$
ASSETS				
Cash	5,897	4,382	**10,279**	8,474
FUND BALANCES	5,897	4,382	**10,279**	8,474

Statement of Financial Activities

For the year ended December 31	Fairmount Home Residents'	Bridget Fowler	2018	2017
	$	$	**$**	$
REVENUES				
Residents' deposits	10,263	---	**10,263**	10,281
Interest	---	493	**493**	441
	10,263	493	**10,756**	10,722
EXPENDITURES				
Residents' withdrawals	8,651	---	**8,651**	11,099
Payments	---	300	**300**	300
	8,651	300	**8,951**	11,399
NET REVENUES (EXPENDITURES) FOR THE YEAR	1,612	193	**1,805**	(677)
BALANCE AT THE BEGINNING OF THE YEAR	4,285	4,189	**8,474**	9,151
BALANCE AT THE END OF THE YEAR	5,897	4,382	**10,279**	8,474

The accompanying notes are an integral part of these financial statements.

County of Frontenac
Trust Funds
Notes to the Financial Statements

December 31, 2018

1. Significant Accounting Policies

Reporting Entity

Expenditures are reported on the cash basis of accounting with the exception of administrative expenses which are reported on the accrual basis of accounting, which recognizes expenditures as they are incurred and measurable as a result of the receipt of goods or services and the creation of a legal obligation to pay.

FRONTENAC

Report 2019-039

Council Information Report

To: Warden and Council of the County of Frontenac

From: Kelly J. Pender, Chief Administrative Officer

Prepared by: Alex Lemieux, Deputy Treasurer

Date of meeting: April 17, 2019

Re: Corporate Services – 2018 County of Frontenac Investment Report

Recommendation

This report is for information purposes only.

Background

On January 20, 2016, County Council adopted By-law 2016-001, a By-law to adopt an investment policy and is attached as Appendix A that outlines objectives, standards of care, and investment parameters to be considered when investing any surplus funds retained by the County. The policy requires that the Treasurer report to Council annually on investment activities as per the requirements under Ontario Regulation 438/97.

After County staff conducted a competitive process to identify an investment management firm, Council passed by-law 2016-026 to authorize a contract be undertaken with Johnson, Johnston and MacRae (JJM) Investment Management services.

Comment

2018 was a challenging year for both the bond and equity markets. The rise in interest rates from the end of 2017 through 2018 caused many Canadian bond funds to decrease in value for the year. The equity markets did not fare better, as the S&P TSX 60 market index decreased by 11.64% in 2018.

The Performance benchmark identified in the policy suggests that the investment yield should be higher than the rate given by the County's bank. The interest on bank balances is a floating rate equal to the prime rate less 1.75%. The prime rate increased in 2018 from 3.20% to 3.95%, and the weighted average of the 2018 return on bank balances was 1.83%.

2018 Bank Balance Return Rates		
Rate Through	**Prime Rate**	**Interest Rate (Bank)**
01-31-2019	3.20%	1.45%
07-31-2019	3.45%	1.70%
10-31-2019	3.70%	1.95%
12-31-2019	3.95%	2.20%
Total	**3.58%**	**1.83%**

The return on the County's funds invested with the LAS One Fund account and JJM Investment Services was also 1.83%, matching the benchmark rate. Cash balances with LAS returned over 2%, which offset some of our older investments with JJM.

The County's strategy to buy and hold bonds to maturity guarantee a fixed return for multiple years. However, by buying and holding individual bonds, we avoid the risk of seeing negative returns, and were able to avoid the negative returns seen by many bond funds in 2018. The individual investments which fell below the benchmark were made when interest rates were lower and helped the County exceed the benchmark rate in 2016 and 2017.

All investments were made in accordance with the County's investment policies and goals. The following provides a list of the current investments held by the County.

2018 Investment Performance - General Account					
Investment	**Date Invested**	**Date Sold**	**Book Value**	**2018 Income**	**2018 Return**
Cash	2017-01-01		$ 4,095,637.11	$ 85,796.57	2.09%
CIBC FUL (NON-1.7% 7DEC18) - 2-YR GIC	2016-12-08		$ 250,000.00	$ 3,993.84	1.60%
TDBK DEP NT 2.621% 22DEC21	2016-12-06		$ 459,318.00	$ 8,693.74	1.89%
RBC FXD 20/C 2.99% 6DEC19 - STRIP BOND	2016-12-09		$ 249,999.09	$ 4,514.60	1.81%
PKG-ON S 1.75% 2JN17	2016-11-29		$ 1,289,600.00	$ 24,721.98	1.92%
MANULIFE (3.0% 10DEC21) - 3-YR GIC	2018-12-10		$ 300,000.00	$ 517.81	
Total Portfolio	2016-11-10		$ 6,344,554.20	$ 127,720.72	2.01%
LESS: Investment Fees				$ (9,675.16)	
2018 Portfolio Return	**2016-11-10**		**$ 6,344,554.20**	**$ 118,045.56**	**1.86%**
2018 Investment Performance - Capital Account					
Investment	**Date Invested**	**Date Sold**	**Book Value**	**2018 Income**	**2018 Return**
Cash	2016-11-10		$ -	$ -	
BNS FXS 2019 FLTG RT 2024 10/18/2019	2016-11-16		$ 1,035,000.00	$ 18,433.83	1.78%
2017 Portfolio Return	**2016-11-10**		**$ 1,035,000.00**	**$ 18,433.83**	**1.78%**

2018 Investment Performance - Joint FPS Reserve					
Investment	**Date Invested**	**Date Sold**	**Book Value**	**2018 Income**	**2018 Return**
Cash	2017-01-01		$ 40,880.90	$ 492.25	1.15%
RBC FXD 20/C 2.99% 6DEC19	2016-11-16		$ 518,200.00	$ 9,023.97	1.74%
PKG-ON S 1.75% 2JN17	2016-11-29		$ 198,400.00	$ 3,801.76	1.92%
Total Portfolio	2016-11-10		$ 757,480.90	$ 13,317.98	1.76%
LESS: Investment Fees				$ (1,208.89)	
2018 Portfolio Return	**2016-11-10**		**$ 756,585.00**	**$ 12,109.09**	**1.60%**

2018 Investment Performance - Federal Gas Tax					
Investment	**Date Invested**	**Date Sold**	**Book Value**	**2018 Income**	**2018 Return**
Cash	2016-11-28		$ 212,027.89	$ 3,991.28	1.88%
Total Portfolio	2016-11-28		$ 212,027.89	$ 3,991.28	1.88%
LESS: Investment Fees					
2018 Portfolio Return	**2016-11-28**		**$ 212,027.89**	**$ 3,991.28**	**1.88%**

2018 Aggregated Investment Return - All Accounts			
Fund	**Opening Balance**	**Net Income**	**Percent**
Capital	$ 1,035,000.00	$ 18,433.83	1.78%
General	$ 6,344,554.20	$ 118,045.56	1.86%
Joint FPS	$ 757,480.90	$ 12,109.09	1.60%
Fed Gas Tax	$ 212,027.89	$ 3,991.28	1.88%
Total	**$ 8,349,062.99**	**$ 152,579.76**	**1.83%**

Sustainability Implications

Governance – appropriate stewardship of County resources.

Financial Implications

Investments and returns for 2018 as listed above.

Organizations, Departments and Individuals Consulted and/or Affected

Susan Brant, Director of Corporate Services/Treasurer

Finance Policy & Procedure Manual

Subject: **Investment Policy** **Index Number: FIN-15-01**

Approved: **Effective: January 20, 2016**

Policy:

The purpose of this investment policy is to establish and maintain practices and procedures to invest public funds with the highest return on investment with the maximum security and appropriate liquidity while meeting daily cash flow demands and conforming to all legislation governing the investment of public funds. This policy applies to the investment activities of the Operating, Capital, Trust, Reserves and Reserve Funds.

Objective:

1. The intent of the investment policy is to invest all available funds of the Municipality in a prudent manner so as to maximize the rate of return, while minimizing the degree of risk.

   The strategies of this objective involve:

   a) Portfolio distribution that achieves stability of income through the maintenance of a substantial portion of near risk-free investments;

   b) Credit analysis of the issuer or guarantor of securities which involves analyzing the credit quality for each issuer deemed eligible under Ontario Regulation 438/97; and

   c) Portfolio distribution that achieves diversification to the extent that it maximizes the safety of principal through limitation of exposure to any one investment vehicle.

2. To abide by the regulatory framework, all investment activities shall be governed by the Municipal Act as amended. The Treasurer shall only invest surplus monies in investments deemed eligible under Ontario Regulation 438/97 or as authorized by subsequent provincial regulations, unless limited further by Council.

3. The Treasurer shall maintain sufficient liquidity to meet all operating or cash flow requirements that may be reasonably anticipated. This shall be done where possible by structuring the portfolio so that securities mature concurrent with anticipated cash demands. The portfolio should consist largely of securities with active secondary or resale markets since all possible cash demands cannot

be anticipated. A portion of the portfolio may also be place in local government investment pools that offer liquidity for short-term funds.

4. To maintain an accountability framework, the Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials as required. The Treasurer shall determine the amount of funds and terms for which placements can be arranged. The Treasurer shall contact the Investment Manager and purchase or sell the appropriate investments. Those investments governed by the provisions of the "ONE – The Public Sector Group of Funds" agreement shall be deemed delegated to that Agent. No person may engage in an investment transaction except as provided under the terms of this policy.

Standards of Care

5. Prudence: Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of capital as well as the probable income to be derived. When investing surplus monies, the Treasurer shall do so in a prudent manner that ensures the preservation of capital and maintains the liquidity of the Corporation. To this end, portfolio diversification shall be employed when possible. Safety of principal is the foremost objective of the investment program.

   The Treasurer shall obtain legal and financial advice on an investment when the Treasurer, or Council, deems it to be appropriate.

6. Ethics and conflicts of interest: Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program or that could impair their ability to make impartial decisions. Material interests in financial institutions with which they conduct business should be disclosed. Further, any personal financial/investment positions that could be related to the performance of the investment portfolio shall be disclosed. Officers and employees shall not undertake personal investment transactions with the same individual with whom business in conducted on behalf of the County.

If a staff member of the Finance Department is party to, or has a direct or indirect beneficial interest in an investment transaction of the County of Frontenac, he or she must provide full disclosure of that interest to the Treasurer. The Treasurer will determine whether the County of Frontenac's investment is to continue to be retained or sold forthwith.

7. Competitive selection: The purchase and sale of securities shall be transacted through a competitive process only with financial institutions approved by the Treasurer. The County will accept the offer that has the highest rate of return within the maturity required and optimizes the investment objectives of the portfolio. Where the County does not ask for competitive quotations, it shall obtain some evidence, verbal or written, that the rate of return agreed is fair and reasonable. Note that this guideline does not apply to ONE Funds or to bank account balances.

8. Safekeeping and Custody: All securities shall be held for safekeeping at a financial institution approved by the Municipality. Individual accounts shall be maintained for each portfolio. All securities shall be held in the name of the municipality.

   The investment organization shall issue a confirmation receipt to the County of Frontenac listing specific instrument, rate, maturity and other pertinent information. On a monthly basis, the Investment firm will also provide reports which list all securities held for the County of Frontenac, the book value of holdings and the market value as of month-end.

Delegation of Authority

9. The Treasurer has overall responsibility for prudent investment of the County of Frontenac's portfolio. In the absence of that individual, staff approval may be given by the Deputy Treasurer or CAO. Authority to manage and implement the investment program may be granted for all or a portion of the municipality's overall investment portfolio, to an external investment Agent, to act as an Investment Manager on behalf of the municipality, as determined through an independent and competitive bidding process. That Agent shall act in accordance with the established procedures and internal controls consistent with this investment policy and under the direction of the Treasurer. Those investments governed by the provisions of the "ONE – The Public Sector Group of Funds" agreement shall be deemed delegated to that Agent.

Finance Policy & Procedure Manual

Subject: **Investment Policy** **Index Number: FIN-15-01**

Approved: **Effective: January 20, 2016**

Investment Parameters

10. The investments shall be diversified by;

    a) Limiting investments to avoid over-concentration in securities from a specific issuer or sector (excluding Government of Canada securities)

    b) Limiting investment in securities to those that have higher credit ratings

    c) Investing in securities with varying maturities

    d) Investing in mainly liquid, marketable securities which have an active secondary market to ensure that appropriate liquidity is maintained in order to meet ongoing obligations

    Diversification, as well as ensuring safety of principle by limiting exposure to credit, sector or term risks, also provides opportunities to enhance the investment returns of the County of Frontenac's portfolio by means of prudent and timely adjustments to the asset mix.

11. Competitive rate of return: Without compromising other objectives, the County of Frontenac shall maximize the rate of return earned on its portfolio by implementing a wise investment strategy as part of its investment program. Trends in economic variables will be monitored including interest rates and inflation.

Maximum Maturities

12. To the extent possible, the municipality shall attempt to match investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the municipality will not directly invest in securities maturing more than ten (10) years from the date of purchase. Reserve and Trust funds with longer-term horizons may be invested in securities exceeding ten (10) years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of the funds.

COUNTY of Frontenac

Finance Policy & Procedure Manual

Subject: Investment Policy **Index Number: FIN-15-01**

Approved: **Effective: January 20, 2016**

Performance Benchmarks

13. The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return throughout budgetary and economic cycles that is commensurate with the investment risk constraints and cash flow needs of the municipality. Market yields should be higher than the rate given by the County's bank for the various bank accounts.

Internal Controls

14. Record keeping: It will be the responsibility of the staff involved with each purchase/sale to produce and retain written records of each transaction including the name of the financial institutions solicited, rate quoted, description of the security, investment selected, and any special considerations that had an impact on the decision

15. Reporting: The Treasurer shall report annually to council on investment activities as per the requirements of Ontario Regulation 438/97 as amended.

16. Review: The Treasurer shall establish an annual process of independent review by the municipality's auditor. This review will provide assurance of compliance with governing legislation, this investment policy and procedures established by the Treasurer.

17. Amendments: This policy shall be reviewed on a regular basis. Amendments may be made at any time at the recommendation of the Treasurer and approved by Council.

Exemption

18. Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of the policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

FRONTENAC

Report 2019-040

Information 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: April 17, 2019

Re: Corporate Services – Finance – 2019 Reserve and Reserve Funds

Recommendation

This report is for information purposes only.

Background

Council adopted a Reserve and Reserve Fund Policy in May 2015, which aligned the requirements and long term direction of Council.

Reserve and Reserve funds are defined in six categories:

1. Operating Reserves
2. Capital Reserves
3. Levy Stabilization Reserves
4. Strategic Project Reserves
5. External Agency Reserves
6. Restricted Reserves

Comment

Council maintained its commitment to the Reserve and Reserve Fund Policy during its 2018 budget deliberations.

Operating Reserves: An operating reserve for County activities, such as asset condition assessments, compensation reviews, actuarial assessments, etc. which occur on an intermittent basis was established in 2016.

The Fairmount Severance Reserve was fully depleted in 2016, but it is anticipated that the annual allocations of $30,000 will be adequate moving forward.

In the 2017 budget, an annual allocation of $30,000 was added to the Frontenac Paramedic Severance Reserve to ensure adequate funds are maintained. The initial balance was provided to the County from the Province at the time of transition.

The Frontenac County Sustainability Reserve (FRC) has been key in supporting the extensive costs related to Land Use Planning Tribunal hearings in 2016 and 2017. Council approved an additional annual allocation to this reserve in 2016 to bring it to a more sustainable balance.

Capital Asset Management Reserves

Caution: The Capital Asset Management Reserves are below the amount recommended by Public Sector Digest in their Asset Management Review. However, the current plan of a .65% increase per year (2018 was year four of ten) including the potential for borrowing in the land and building assets category will be monitored. As the Capital Asset Management Reserve does not currently anticipate the acquisition of any new capital assets, ongoing monitoring is required.

Frontenac Paramedic Services has replaced their defibrillators, chair lifts, computers, two ambulances and three command vehicles in 2018. The vehicle replacement reserve was used to purchase an additional ambulance, which will require increased future allocations in order to replenish the reserve.

Stabilization Reserve: The 2018 surplus of $162,172, was allocated to the Stabilization Reserve and $28,209 was estimated as the 2018 budget mitigation requirement. Council approved project proposals including the County's share of the Fairmount support kitchen air conditioning project, Fairmount washroom renovations, parking lot repairs, and a portable disinfection system to be funded from this reserve. The target threshold for this reserve is 15% of the levy and the current balance of this reserve meets the target.

Caution: The Stabilization Reserve is below the amount recommended by KPMG in the Service Delivery and Organizational Review.

Strategic Regional: This reserve will continue to be utilized for the projects identified by Council, which include Seniors Housing, Economic Development, Waste Management, and Community Improvement Plans. No new allocations are included.

WSIB Reserves: These have been established to support Council direction to move to self-funding WSIB through Schedule 2 for Land Ambulance, Ferry and Municipal Operations. The budget continues to anticipate the WSIB payroll costs as with the WSIB- funded Schedule 1, but these amounts are transferred to the respective reserves. Until the Municipal Operations WSIB reserve balance can fully support the insurance and ongoing claims payments the difference will be taken from the Stabilization reserve, but will be replenished to that reserve in future years. The Land Ambulance and Ferry WSIB reserves were able to support the costs of insurance and ongoing claims in 2018.

Sustainability Implications

Governance – appropriate stewardship of County resources.

Financial Implications

The following table reflects the 2018 audited year end balances:

2018 Reserve and Reserve Funds

	2018 Actual	**Target Balance**
	$	
Operating	3,020,320	Meets current requirements
Asset Reserves	6,138,159	Underfunded – ongoing review and annual allocation
External Agency Reserves	423,275	Meets current requirements
Strategic Regional Reserves	1,647,519	Meets current requirements
FRC Stabilization Reserve	1,633,945	Meets current requirements
Legally Restricted	238,673	Meets current requirements
FRC Federal Gas Tax Reserve Fund	209,879	
Total*	13,311,770	

*16% of the total reserve balance is held jointly with the City of Kingston for Land Ambulance and Fairmount Home. From a policy perspective, in terms of adjusting reserve targets, no changes are recommended in Reserves and Reserve Funds at this time.

Organizations, Departments and Individuals Consulted and/or Affected

FRONTENAC

Report 2019-042

Council Information Report

To:	Warden and Council
From:	Kelly J. Pender, Chief Administrative Officer
Prepared by:	Paul J. Charbonneau, Chief Paramedic/Director Emergency and Transportation Services
Date of meeting:	April 17, 2019
Re:	**Emergency and Transportation Services – Frontenac Paramedic Services – Station Locations in the West End of Kingston – Update #1**

Recommendation

For Information Only

Background

At its meeting on January 16, 2019 Council passed the following:

Motion #: 9-19	Moved By:	Councillor Vandewal
	Seconded By:	Councillor Doyle

Resolved That the Council of the County of Frontenac accept the Emergency and Transportation Services – Frontenac Paramedic Services – Station Locations in the West End 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.

Carried

Comment

The paramedic station to be located at the Woodbine Fire Hall is progressing with demolition expected to be completed by April 30, 2019. The City of Kingston will release an RFP soon for the construction of the new facility. Once the construction costs are finalized we can begin negotiations regarding the lease.

We continue to work on a suitable location in the Bath Road and Days Road area for the second paramedic station. An RFP was released announcing the designated area of interest. County staff will be meeting with the City of Kingston staff on Monday April 15 and will provide a verbal update at the Council meeting scheduled for April 17, 2019.

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 County, it's member Townships and the City of Kingston.

Financial Implications

Financial information regarding negotiations with the City of Kingston and the second location will be presented at a future Council meeting.

Organizations, Departments and Individuals Consulted and/or Affected

Susan Brant, Director of Corporate Services/Treasurer
Kevin Farrell, Manager of Continuous Improvement
Chief Shawn Armstrong, Kingston Fire & Rescue Services, City of Kingston
Hannah Mayes, Consultant, ORH

By-Law No. 2019-0019

of

The Corporation of the County of Frontenac

being a By-law to Impose User Fees and Charges for Services

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

(a) for services or activities provided or done by or on behalf of it;

(b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and

(c) for the use of its property including property under its control.

And Whereas Section 69 of the *Planning Act, R.S.O. 1990, c.P.13, as amended*, authorizes that the council of a municipality, by by-law, may establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the municipality in respect of the processing of each type of application provided for in the tariff:

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

1. **That** Schedule A attached hereto and forming part of this by-law represents Fees for Services for County Administration and Geographic Information System (GIS) Mapping.

2. **That** Schedule B attached hereto and forming part of this by-law represents Fees for Services for Facility Rentals.

3. **That** Schedule C attached hereto and forming part of this by-law represents the Tariff of Fees for Land Use Planning.

4. **That** Schedule D attached hereto and forming part of this by-law represents the Fees for Services for Fairmount Home.

5. **That** Schedule E attached hereto and forming part of this by-law represents Fees for Services for Frontenac Paramedic Services.

6. **That** Schedule F attached hereto and forming part of this by-law represents Fees for Citizen Land Use on County Owned Property

7. **That** all fees, other than for exempt services, are subject to the applicable taxes.

8. **That** the fees for services outlined in the schedules to this by-law shall be reviewed annually.

9. **That** By-law No. 2013-0010 is hereby repealed.

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

Read a First and Second Time this 17th day of April, 2019.

Read a Third Time, Signed, Sealed and Finally Passed this 17th day of April, 2019.

The Corporation of the County of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk

Schedule A

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

Administration	
Photocopying (per copy)	$0.25
Faxing (per page)	$1.00
Archival Material Search – Hourly Rate	$35.00
Document Searches (pursuant to MFIPPA)[1] per hour	$30.00
Geographic Information System (GIS)	
And Map-Related Products	
Digital True Colour Ortho-Photography for 2008 and 2014 (1km x 1km tiles - MrSID, JPEG2000, GeoTIFF);	$50.00 per tile
Printed Map Products	
County of Frontenac Street Atlas (printed and bound)	$50.00 per copy
Individual Township Street Atlas (printed and bound)	$15.00 per copy
Small Basic Map (8½" x 11"; no customization)	
Black and white	$6.00
Colour	$8.00
Medium Basic Map (11" x 17"; no customization)	
Black and white	$10.00
Colour	$12.00
Large Basic Map (no customization, exceeds 11" x 17" and up to 42" wide; requires the use of large scale GIS plotter)	$30.00
Custom Map Products	
Hourly Rate (includes mapping/ analysis/ consultation; does not include printed final product or shipping charges; minimum fee of 1 hour	$50.00

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

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

Schedule B
Fees for Facility Rentals

Notes:

	The Bud Clayton Memorial Room	Frontenac Room	Kingston Frontenac Rotary Auditorium
County Use (includes member Townships) (Must have staff sponsor or assigned designate who will be present for the meeting and will be responsible for clean-up/close down procedures)	• No Charge	• No Charge	• No Charge *Including Fairmount Home sponsored residents/family events*
County Affiliate or Not For Profit (Must have affiliate/association sponsor who will be present for the meeting and will be responsible for clean-up/close down procedures)	• 50% Deposit Required (Non Refundable if cancelled within 48 hours) • $30/half day (4 hours) • $50/day (8 hours) • After hours charge ($40/hr.) • Stand-by Tech Support charge is ($40/hr.) • Damage Deposit ($250)	• 50% Deposit Required (Non Refundable if cancelled within 48 hours) • $60/half day (4 hours) • $100/day (8 hours) • After hours charge ($40/hr.) • Stand-by Tech Support charge is ($40/hr.) • Damage Deposit ($250)	• 50% Deposit Required (Non Refundable if cancelled within 48 hours) • $120/half day (4 hours) • $200/day (8 hours) • After hours charge ($40/hr.) • Stand-by Tech Support charge is ($40/hr.) • Damage Deposit ($250)
For Profit Company	• 50% Deposit Required (Non Refundable if cancelled within 48 hours) • Proof of insurance required • $45/half day (4 hours) • $75/day (8 hours) • After hours charge ($40/hr) • Stand-by Tech Support charge is ($40/hr.) • Damage Deposit ($250)	• 50% Deposit Required (Non Refundable if cancelled within 48 hours) • Proof of insurance required • $$90/half day (4 hours) • $150/day (8 hours) • After hours charge ($40/hr) • Stand-by Tech Support charge is ($40/hr) • Damage Deposit ($250)	• 50% Deposit Required (Non Refundable if cancelled within 48 hours) • Proof of insurance required • $150/half day (4 hours) • $250/day (8 hours) • After hours charge ($40/hr) • Stand-by Tech Support charge is ($40/hr) • Damage Deposit ($250)

After hour charges are applicable outside of normal County hours of operation (8:30 am to 4:00 pm, Monday to Friday)
Multiple day rates may be discounted up to 30% depending upon availability and set up/break down requirements.
No onsite catering is available. A list of recommended local caterers is available upon request.
No charge to the City of Kingston for the Kingston Frontenac Rotary Auditorium.

Schedule C

Tariff of Fees for Land Use Planning

Subdivisions/Condominiums

Initial Application Fee

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

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

Refund

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

Major Plan Revision (re-circulation)	$1,250
Minor Revision	$500

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

Draft Approval Extension

For each one (1) year extension of draft approval beyond the usual three (3) years draft approval $500

Final Plans for Registration	$600

Condominiums Exemption

Application Fee	$1,000

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

Part Lot Control

Final Approval	$300

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

Official Plan Amendment

County Official Plan Amendment	$1,000
County or Local Official Plan Amendment Initiated by Municipality	No fee

Other Charges

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

Municipal Planning Services Fees

Preparation of all planning reports prepared on behalf of South Frontenac township*

Director of Planning and Economic Development	$87.00/hour
Manager of Planning	$69.00/hour
Community Planner	$50.00/hour

*Fee for South Frontenac as they are not included in the Shared Services agreement

Schedule D

Fees for Services for Fairmount Home

Other Charges

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

External Catering

See attached External Catering Form

CATERING ORDER FORM

County of Frontenac

Name of event:		Date of event:	
Time of Delivery	Requested by:	Location	
Telephone:	Number of staff	Number of residents	
Department:	**Cost Centre**	Number of invitees	
External billing:			

Name and address for external billing must be provided by Department

ITEMS REQUESTED				**ITEMS REQUESTED**		
Beverages	Serving	Unit Cost			Servings	Unit Cost	
Coffee, sma	*Serves 8*	$ 8.00	$ -	**Buffet Trays**			
Percolator/U	*30-40*	35.00	-	Caesar, Garden, Greek			
Thermal container, lrg		70.00	0	Salad, small		10	0
Coffee, decaffeinated		0.65	-	Salad, medium		15	0
Tea bag and hot water		1.00	-	Salad, large		25	0
Juice, bottle		1.85	-	Cheese, fruit and crackers, sm		30	0
Pop, can		1.00	-	Cheese, fruit and crackers, med		52	0
Punch bowl,	*35-40*	8.00	-	Cheese, fruit and crackers, lrg		70	0
Punch bowl,	*50*	12.00	-	Fruit tray, small		15	0
Bottled water, 330 ML		1.50	-	Fruit tray, medium		30	0
Milk, 250 ML	*2%*	1.00	-	Fruit tray, large		45	0
	Subtotal *Beverages*		$ -	sandwiches, tea cut, each		2.95	0
Bakeshop				sandwiches, gourmet, each		3.25	0
Muffins		1.20	0	***Subtotal*** *Buffet Trays*			0
Baked cookies		0.60	0	**Paper Products***			
Croissants		1.00	0	**Paper Products***			0
Squares, 2 Each		0.80	0	Plates, small, 6"		0.10	0
Cake, slab	*60-80*	44.00	0	Plates, large, 9"		0.05	0
Cake, ½ slab		22.00	0	Knives		0.03	0
Pie, fruit	*Serves 8*	12.00	0	Forks		0.03	0
Pie, cream..	*Serves 8*	10.00	0	Spoons		0.03	0
	Subtotal *Bakeshop*		0	Napkins		-	0
Yogurt		1	-	Styrofoam cups		0.02	0
Pickle bowl		2.95	-	Straws		0.02	0
Soup of the day, bowl		1.5	-				0
Fruit, each		0.5	-	***Subtotal*** *Paper Products*			0
			-	**Combined subtotals**.....			-
				Applicable Labour		23.93	0
** *Indicate special requirements*				Goods and Services Tax		8%	-
				Provincial Sales Tax		7%	-
				GRAND TOTAL.....			-

Schedule E

Fees for Services for Frontenac Paramedic Services

Special Events

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

Basic Charge:

4 hours coverage minimum charge	$800.00

Additional Charges:

For each hour or portion thereof	$200.00

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

Retrieving an Ambulance Call Report

Per report	$35.00

Schedule F

Fees for Citizen Land Use on County Owned Property

Certificate of Permission

Application and Inspection Fee $250*

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

License of Occupation

Application and Inspection Fee $250*

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

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

Encroachment Agreement

Application Fee..... $250*

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

Right of Way (RoW)

Application Fee..... $250*

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

Sale

Application Fee..... $250*

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

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

* Plus related disbursements.

By-Law No. 2019-0020

of

The Corporation of the County OF Frontenac

being a by-law to confirm all actions and proceedings of County Council on April 17, 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 April 17, 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 April 17, 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 April 17, 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 17th day of April 2019.

Read a Third Time and Finally Passed, Signed and Sealed this 17th day of April, 2019.

The Corporation of the County Of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk