



**Frontenac County Council Meeting
Wednesday, March 20, 2019 – 9:30 a.m.
The Kingston Frontenac Rotary Auditorium
2069 Battersea Road, Glenburnie, ON**

AGENDA

Page

Call to Order

Closed Session

Approval of Addendum

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

Disclosure of Pecuniary Interest and General Nature Thereof

Adoption of Minutes

- a) Minutes of Meeting held February 20, 2019
Resolved That the minutes of the regular Council meeting held February 20, 2019 be adopted.

Deputations and/or Presentations

- a) **Mr. Wayne Conway**, Verona Community Association will be providing County Council with a presentation on the Verona Trailhead Partnership with the County.
[See Information Reports from the Chief Administrative Officer, clause d)]

Proclamations

Move into Committee of the Whole

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

Briefings

7 - 18

- 19 - 43**
- a) **Mr. Kelly Pender**, Chief Administrative Officer, will provide Council with his monthly CAO briefing.
 - b) **Kevin Farrell**, Manager of Continuous Improvement, will be brief County Council on Report 2019-032, Key Performance Indicators (KPIs) and Lean Program Update
[See Information Reports from the Chief Administrative Officer clauses a)]

Unfinished Business

Recommend Reports from the Chief Administrative Officer

- 44 - 46**
- a) **2019-031**
Emergency and Transportation Services
2018 Legislated Response Time Standard Performance Plan
Recommendation

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.

- 47 - 49**
- b) **2019-033**
Emergency and Transportation Services
Property Acquisition – Parham Ambulance Base
Recommendation

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.

Information Reports from the Chief Administrative Officer

- 50 - 52 a) **2019-032**
Corporate Services
Key Performance Indicators (KPIs) and Lean Program Update
- 53 - 63 b) **2019-034**
Corporate Services
Four Month Attendance Management Report Card
- 64 - 68 c) **2019-035**
Corporate Services
2018 Remuneration and Reimbursement of Expenses to Council Members and Non-Council Appointees Report
- 69 - 76 d) **2019-036**
Planning and Economic Development
Update on Verona Trailhead Partnerships
- 77 - 79 e) **2019-037**
Planning and Economic Development
RTO 9 Marketing Allocation

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

- 80 - 84 a) **Report of the Administrative Building Design Task Force**
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.

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) 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]

Other Business

- a) **Appointments to Advisory Committees**
 - 1. Community Development Advisory Committee (CDAC)
One (1) member of County Council
 - 2. Frontenac Accessibility Advisory Committee
One (1) member of County Council
 - 3. Rural Urban Liaison Advisory Committee (RULAC)
One (1) member of County Council for a 2 year term
- b) **Motion of Support for Election of Deputy Warden Smith to the Eastern Ontario Regional Network (EORN) Board of Directors**
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.

Public Question Period

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


- a) First and Second Reading

Resolved That leave be given the mover to introduce by-laws a) through 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.

- b) Third Reading

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

By-Laws

- 85 a) To Authorize the Warden and Clerk to Execute an Agreement of Purchase and Sale for Lands
[Proposed By-law No. 2019-0016]
- 86 b) To appoint Members of Council to Frontenac County Advisory Committees
 [Proposed By-law No. 2019-0017]
- 87 - 88 c) To Confirm All Actions and Proceeding of County Council on March 20, 2019
[Proposed By-law No. 2019-0018]

Adjournment



FRONTENAC



Minutes of the Regular Meeting of Council February 20, 2019

A regular meeting of the Council of the County of Frontenac was held in the Kingston Rotary Auditorium of the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, February 20, 2019 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
Paul Charbonneau, Chief/Director of Emergency & Transportation Services
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
Gale Chevalier, Deputy Chief of Operations
Kevin Farrell, Manager of Continuous Improvement/GIS
Barbara McCulloch, Manager of Human Resources
Bonnie Carter, Occupational Health Nurse

1 Closed Session

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**2 Approval of Addendum**

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3 Disclosure of Pecuniary Interest and General Nature Thereof

There were none.

7 Move into Committee of the Whole

Motion #: 24-19 Moved By: Councillor MacDonald
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. Richard Allen**, Manager of Economic Development, introduced Ms. Kate Whitfield, Alta Planning + Design, who briefed County Council on the Regional Active Transportation Plan.
[See Information Reports from the Chief Administrative Officer, clause b)]
- b) **Mr. Kelly Pender**, Chief Administrative Officer, provided Council with his monthly CAO briefing.
- c) **Chief Paul Charbonneau**, Chief Paramedic/Director Emergency and Transportation Services, briefed County Council on the State of the Paramedic Service, which included his announcement to retire in 2019.

9 Unfinished Business

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

- a) **2019-013  
Corporate Services  
2019 Budget Revision**

Motion #: 25-19 Moved By: Councillor Martin  
Seconded By: Councillor Vandewal

**Resolved That** the Council of the County of Frontenac receive the Corporate Services – 2019 Draft Budget Revision Report

**And Further That** Council amend the budget to reflect the adjustments outlined in the report.

**And Further That** the Council of the County of Frontenac pass a by-law later in the meeting approving the 2019 Budget;

**And Finally That** the \$96,000 be removed from Reserves and split between South Frontenac Community Service and Rural Frontenac Community Service for transportation services; and further that

**Carried as Amended**  
(See motion to amend below which was carried)



e) **2019-017**  
**Corporate Services**  
**Approval of a Pregnancy and Parental Leave Policy for Members of Council**

Motion #: 30-19 Moved By: Councillor Martin  
Secinded By: Councillor Doyle

**Resolved That** the Council of the County of Frontenac receive the Corporate Services – Approval of a Pregnancy and Parental Leave Policy for Members of Council report;

**And Further That** the Clerk be authorized to bring forward a by-law later in the meeting to establish a Pregnancy and Parental Leave Policy for Members of Council attached to this report as Appendix A.

**Carried**

f) **2019-018**  
**Corporate Services**  
**Approval of a Council Code of Conduct and Complaints Protocol**

Motion #: 31-19 Moved By: Councillor Higgs  
Secinded By: Councillor MacDonald

**Resolved That** the Council of the County of Frontenac receive the Corporate Services – Approval of a Council Code of Conduct and Complaints Protocol report;

**And Further That** the Clerk be authorized to bring forward a by-law later in the meeting to establish a Council Code of Conduct and Complaints Protocol attached to this report as Appendix A, including the assigning of specific functions as outlined under section 223.3(1) of the *Municipal Act*, 2001 to the Integrity Commissioner effective March 1, 2019;

**And Further That** Council pass a by-law authorizing the delegation of authority of Council's powers to impose penalties for a contravention of the Code of Conduct to the Integrity Commissioner.

**Carried**

g) **2019-019**  
**Corporate Services**  
**2018 Frontenac Howe Islander Petition for Subsidy**

Motion #: 32-19 Moved By: Councillor Revill  
Secinded By: Councillor Martin

**Resolved That** the Council of the County of Frontenac accept the Corporate Services – 2018 Frontenac Howe Islander Ferry Petition for Subsidy report;

**And Further That** Council authorize the Clerk to petition the Ministry of Transportation for \$913,224.11.

**Carried**

**h) 2019-020  
Corporate Services  
Setting of the 2020 County Budget Deliberations and Solicitation of  
Public Input**

Motion #: 33-19 Moved By: Councillor Vandewal  
Seconded By: Warden Higgins

**Resolved That** the Council of the County of Frontenac receive the Corporate Services – Setting of the 2020 County Budget Deliberations and Solicitation of Public Input report for information;

**And Further That** Council hold a public meeting on September 18, 2019, to permit members of the public to make presentations and/or funding requests to County Council for consideration in the 2020 budget.

**And Further That** the Council of the County of Frontenac confirm the following dates for the 2020 Budget Deliberations:

|                             |                                                                                                        |
|-----------------------------|--------------------------------------------------------------------------------------------------------|
| Wednesday, October 23, 2019 | Council Presentation – 2019 KPIs, 2020 Business Plans & Project Proposals Detailed Budget Presentation |
| Thursday, October 24, 2019  | Council Presentation – 2019 KPIs, 2020 Business Plans & Project Proposals Detailed Budget Presentation |
| Tuesday, October 29, 2019   | Council Presentation – Detailed Budget Presentation                                                    |

**Carried**

**i) 2019-021  
Corporate Services  
2019 Tax Ratios and Tax Rate Reductions**

Motion #: 34-19 Moved By: Councillor Doyle  
Seconded By: Councillor Higgs

**Resolved That** the Council of the County of Frontenac accept this Corporate Services – 2019 Tax Ratios and Tax Rate Reductions report;

**And Further That** Council consider a by-law, introduced later in the meeting, to re-confirm for 2019 tax ratios and tax rate currently in place.

**Carried**

**j) 2019-022  
Corporate Services  
2019 Temporary Borrowing Bylaw**

Motion #: 35-19 Moved By: Councillor MacDonald  
Seconded By: Councillor Revill

**Resolved That** Council of the County of Frontenac accept the Corporate Services – Finance - 2019 Temporary Borrowing By-law report;



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

- a) **2019-023  
Fairmount Home  
Quarterly Update Activity Report**
- b) **2019-026  
Planning and Economic Development  
Regional Active Transportation Plan Update**

**12 Reports from Council Liaison Appointees**

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

**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 Boards activities since the last Council meeting.

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

Councillor Doyle provided an overview of the KFLA & A Public Health Board activities since the last Council meeting.

- c) **Housing and Homelessness Committee Update - Deputy Warden Smith**

Deputy Warden Smith provided an overview of the Housing and Homelessness Committees activities since the last Council meeting.

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

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

**14 Reports from Advisory Committees of County Council**

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15 Return to Council

Motion #: 39-19 Moved By: Councillor Revill
Seconded By: Councillor Martin

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 #: 40-19 Moved By: Councillor Vandewal
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

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**18 Giving Notice of Motion**

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19 Communications

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

- a) Letter from University Hospitals Kingston Foundation January 17, 2019
[Distributed to Members of County Council January 18, 2019]
- b) Letter to Warden Higgins from UHKF received Jan 17 2019
[Distributed to Members of County Council January 18, 2019]
- c) From the Town of Georgina considered Bill 66 – Restoring Ontario’s Competitiveness Act, 2018
[Distributed to Members of County Council January 18, 2019]
- d) From the Town of Shelburne regarding resolution endorsing the re-establishment of a working group to create an maintain the voters list
[Distributed to Members of County Council January 18, 2019]
- e) FCM Annual Conference and Trade Show Registration
[Distributed to Members of County Council January 25, 2019]
- f) From the City of Niagara Falls Opting In to Allow Retail Cannabis in Stores
[Distributed to Members of County Council January 25, 2019]
- g) From the Kingston Frontenac Housing Corporation providing January 28 2019 Board Package
[Distributed to Members of County Council January 25, 2019]

Administrative Report

March 20, 2019
Report 2019-3



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

AGENDA ITEM #a)

CAO Schedule

- Eastern Ontario Warden's Caucus CAO's Meeting, March 1, Brockville
- Queen's University presentation, March 7, Kingston
- Accessibility Advisory Committee, March 12, Sydenham
- County Council, March 20
- EOLC Meeting, March 21, County of Frontenac
- Eastern Ontario Warden's Caucus CAO's Meeting March 22, Napanee
- Committee of the Whole, Strategic Planning Workshop, March 27, County of Frontenac, Frontenac Room
- AMCTO's 2019 Municipal Leaders' Forum, March 29, Toronto
- County Council, April 17, 1:00 p.m. Frontenac Room
- Regional Roads and Waste Management Meeting, April 17, 5:00 p.m. County of Frontenac, Auditorium

EOWC and EOLC Updates

- EOLC Meeting, February 28, County of Frontenac
- EOWC CAO's Meeting, March 1, 2019, Brockville
- EOLC Meeting, March 21, County of Frontenac
- EOWC IT Group, March 28, County of Frontenac
- Eastern Ontario Warden's Caucus CAO's Meeting
March 22, 2019, Napanee



AMO Taking Action for Universal Broadband Access

Today access to broadband internet services is as crucial to our communities as roads and bridges, transit and affordable energy. Together, municipal services offer our residents the foundations of access to a modern, global economy.

- That's why AMO and ROMA representatives recently met with the responsible federal Minister to state the need for better, more accessible and affordable broadband access in Ontario. AMO supports FCM's [campaign](#) for universal broadband support in the next federal budget as a basic service in the 21st Century economy.

What You Can Do:

- To push for universal broadband funding, AMO encourages our members join with us in support of FCM's call for support in Budget 2019. To add your voice on this important issue, councils can:
- **Meet with your MP**, [share the FCM's issue sheet](#), and ask for clear commitments to universal broadband in the 2019 federal budget.
- **Share the campaign** on social media. Make sure to tag [Bernadette Jordan](#) (@bernjordanmp), the Minister for Rural Economic Development, as well as your own MP and [@FCM_online](#).
- **Tell your story**. How is the lack of reliable Internet affecting your community? Tell us about it on Twitter and tag [#universalbroadband](#), [#cdnmuni](#), [@FCM_online](#) and [@AMOPolicy](#).

AMO Update: Government Announces New Health Care Plan

Christine Elliott, Deputy Premier and Minister of Health and Long-Term Care, announced the Government of Ontario's plan for developing an integrated patient care system. The plan is to focus on the needs of Ontario's patients and families and is intended to improve access to services and the patient experience by:

- seeing local health care providers organize themselves into coordinated teams (i.e. Ontario health teams) to provide services to patients; anticipates there could be 30 to 40 local health teams across the province at maturity
- providing patients, families, and caregivers with a structure that supports them in navigating entering, during and exiting the patient health care system, 24/7
- providing a central point of accountability and oversight for the health care system through Ontario Health, a single agency that focuses on achieving the integration and providing very specialized provincial health care where beyond capacity of local care delivery
- moving forward on access to secure digital tools, including online health records and virtual care options for patients – a 21st-century approach to health care.

AMO will continue to analyze the municipal impacts. Conversations with the government will be grounded in the recommendations of AMO's recently released health policy discussion [paper](#). For more information, see the Ontario [news release](#) and more details about the plan on the Ministry [website](#).

AMO Policy Update – March 12, 2019

Rural and Northern Infrastructure Projects - Intake Announced and Will Open for Eight Weeks

Municipal governments can now apply for projects under the Rural and Northern Fund, one of the four funding streams within the [Canada-Ontario Infrastructure Bilateral Agreement](#).

We are told that the **Public Transit Fund** is to open shortly.

The **Community, Culture and Recreation Fund** and the **Green Fund** will open later in 2019, a decision in response to feedback from municipal governments that opening all streams at once presents challenges to municipal administrations. AMO continues to talk to the province about timing of these other funding streams so that project funding approvals can be made in time for the 2019 calendar year.

Rural and Northern Infrastructure Projects - Intake Announced and Will Open for Eight Weeks

The **Rural and Northern Fund** provides funding for municipal governments with less than 100,000 population. In response to feedback from municipal governments, funding focusses on roads and bridges, air and marine infrastructure. An application will need to speak to the critical health and safety and technical merit of a proposed project. Depending on demand, subsequent intakes may be open to other types of rural and northern infrastructure assets. The total 10 year funding commitment in this stream is \$625 million from all three orders of government. The federal government will provide additional assistance to very small municipal governments (up to 60 percent) and the provincial share is 33 percent. Municipal share will be 17 percent or 7 percent for very small municipal governments (i.e. under 5,000 population).

AMO understands that the provincial and [federal](#) governments have taken steps to streamline the project application process. This is to improve review times to speed project approvals and will help save municipal staff time. The Grants Ontario [website](#) (click on Grant Opportunities) will be a “one-window” source for municipal applicants. It will handle application intake, review, nomination process, reporting and transfer payment management.

Rural and Northern Infrastructure Projects - Intake Announced and Will Open for Eight Weeks

The Ministry of Infrastructure will be forwarding additional information to municipal governments less than 100,000 population. Please watch for it given the eight week intake timing. AMO had advised all municipal governments after the municipal election to start to prepare for the intakes.

AMO will keep members updated on the status of the other three funding streams. For further information about the announcement, see the Ontario Newsroom [website](#).

AMO Contact: Policy Centre, 416-971-9856 or toll-free 1-877-426-6527.

AMO Updates

Registration is now open for the 2019 OSUM Conference May 1-3, 2019 hosted by the County of Renfrew and the City of Pembroke. This year's theme is Changing Landscapes.

The July 1 O.Reg. 507/18 reporting deadline is fast approaching. Take advantage of an LAS RETScreen Performance workshop in your area, and get a leg up on your Energy Plan.

AMO Updates

Provincial Matters

The Ministry of Environment, Conservation and Parks released their [Waste & Litter Discussion Paper](#) for comment on March 6th. The paper includes a plan to transition the Blue Box. Please contact [Dave Gordon](#) for more information.

Ontario is launching an [online consultation](#) for the regional government review of eight regional municipalities and Simcoe County, and their lower-tiers. In total, [82 municipalities](#) are included in the review. The deadline for providing comments is April 23, 2019.

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 12, 2019.

AMO Updates - LAS

LAS has sourced some tools for your 5-year Energy Plan under [O.Reg. 507/18](#). Start by having key individuals fill out the [Energy Assessment](#), then input the results into this handy [Excel sheet](#). The results will show where your organization's energy program is at.

The Prudent Investor Standard is a big change to how Ontario municipalities can grow their money. Check out the [LAS Blog](#) to learn what this means and how ONE Investment is helping our members take advantage.

ONE Investment

ONE Investment has launched a [new website](#) along with new branding as part of our continuous improvement efforts. New offerings are coming soon under the Prudent Investor Standard.

AMO Updates - LAS

Water and wastewater treatment plants are the largest energy user for many municipal governments.

Read the [IESO's latest report](#) for practical ways to reduce consumption and include these in your [5-year Energy Plan](#). Don't forget to include [energy training for your staff](#) while you're at it!



AMO Updates

The Peter J. Marshall Municipal Innovation Award is an opportunity to showcase a municipal project that demonstrates innovative and cost effective ways of providing public services and facilities.

Deadline to submit is **May 10, 2019.**

AMCTO Updates

- **AMCTO Submits Feedback on Proposed Reforms to Commissioners and Notaries:** AMCTO has [submitted feedback](#) to the Ministry of the Attorney General regarding the consultation around the proposed amendments to the system of appointments for notaries public and commissioners for taking affidavits.
- **Premier Ford Announces Consultation on Joint and Several Liability:** AMCTO is pleased that after several years of advocating for reform to the province's Joint and Several Liability system, [Premier Ford announced](#) that his government is launching consultations on the system.
- **Government Announces OMPF Funding for 2019:** The Ministry of Finance wrote a letter to all Ontario Heads of Council to [provide an update](#) on the 2019 Ontario Municipal Partnership Fund (OMPF) noting a reprieve for any cuts to the program for this coming year ahead.
- **OMERS SC Finalizes Plan Amendments:** The Ontario Municipal Employees Retirement System (OMERS) Sponsors Corporation (SC) [amended its Comprehensive Plan Review](#) which reflects two changes effective January 1, 2021.

AMCTO Updates

- **Government Announces Next Stage in Environmental Plan:** The Ontario Government announced its planned approach which it says will protect the environment and fight climate change by combining emission reduction standards while factoring in Ontario's economy and its manufacturing sector.
- **Organizations Selected to Help Municipalities Reach Environmental Targets:** The Canadian Government and the Federation of Canadian Municipalities (FCM) announced a new initiative to help Canadian municipalities reach significant carbon emission reduction targets.
- **Queen's Park Returns:** The House resumed sitting with several priority areas around the "fight to reduce the deficit, cut red tape, promote job creation and make government more efficient."

AMCTO Bills and Lawmaking

- **Bill 74**, the *People's Health Care Act* is in first reading and aims to dissolve 14 local health integration networks (LHINS) which currently oversee home care and manage nursing home waiting lists. If this bill passes, the 14 LHINS will be absorbed into six existing provincial agencies.
- **Bill 68**, the *Comprehensive Ontario Police Services Act* is currently being debated at second reading. Bill 68 is overhauling police oversight in the province, making changes to the Special Investigations Unit (SIU) and to the mechanism through which the public makes their complaints.
- **Bill 66**, *Restoring Ontario's Competitiveness Act* is in second reading. Schedule 10 to the *Planning Act* has notably been repealed which would have allowed local municipalities to pass "open-for-business" planning by-laws.

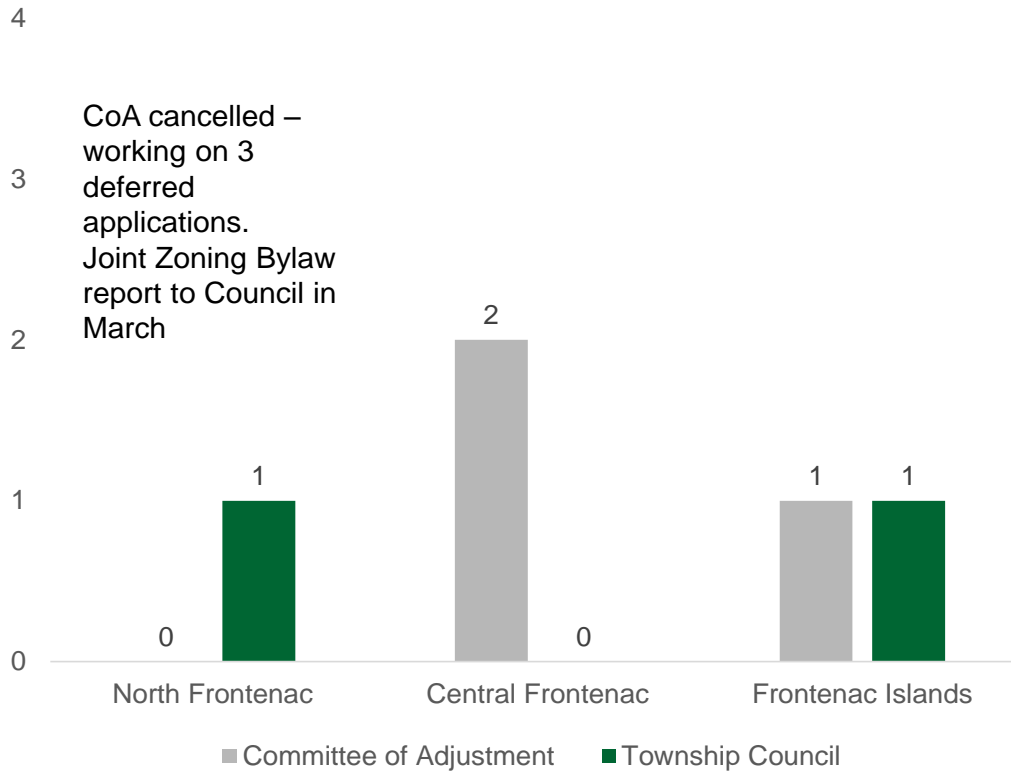
Policy Spotlight: AMCTO Supports SWIFT's Application of Appeal to the CRTC

- AMCTO has lent its support to [SWIFT's application of appeal](#) to the Canadian Radio-Television and Telecommunications Commission (CRTC) on funding broadband across Canada and Ontario.
- SWIFT is a municipally led initiative that seeks to provide broadband access across Southwestern Ontario, Caledon, and Niagara Region. In an attempt to close the growing rural and urban digital divide, the CRTC developed the [Broadband Fund](#) with funding eligibility determined by the use of Innovation, Science and Economic Canada's (ISED) 25km hexagonal system. However, partially served areas, a hexagon with at least one household that has access to Broadband at a level of 50 mbs, is not eligible for funding.
- SWIFT has appealed the CRTC's ruling in order to increase equal access to funding for all underserved Canadians.
- AMCTO believes rural and remote communities should be getting broadband access in a fair and comparable manner. Moreover, AMCTO believes that the use of ISED's mapping and data as the basis for eligibility for the CRTC Broadband Fund can lead to a significant underestimation of the magnitude of the problem and restricts the ability of underserved communities to access much-needed funds. As an example, it is estimated that around 100,000 of the 230,000 underserved premises in Southwestern Ontario alone are not eligible for CRTC funding as they are located in a CRTC designated "partially served" area.

Policy Spotlight: AMCTO Supports SWIFT's Application of Appeal to the CRTC

- AMCTO provided a letter to the CRTC outlining the following positions:
- Redefine service area boundaries and allow areas that are lacking access to meet the Commission's "basic service, 50/10" thresholds as eligible to apply for funding.
- Allow lower levels of government and underserved communities to provide other evidence such as standardized Internet measurements to demonstrate their needs and therefore eligibility to apply.
- Remove restrictions on eligibility to enable municipal governments and regional initiatives to apply directly for funding.
- Reconsider that in "partially served areas" market forces are not "likely" to improve connectivity anytime soon.
- At a minimum, allow underserved areas in "partially served" zones to be eligible to apply as part of larger projects to incentives private sector participation.
- AMCTO will continue to monitor any developments on this file.

Planning – March 2019



Planning Highlights

- Director presenting at Ontario Onsite Wastewater Association March 18 in Huntsville
- RFP for Population Projections online
- Ongoing work for North Frontenac Zoning Bylaw
- Policy work for Central Frontenac Official Plan
- Applications received in CF/FI/NF for April CoA meetings

Communications Update



Highlights

- Story about paramedic Dale Hodgins on CKWS February 23
- Tweets from @FPSparamedics Twitter account had 135,000 impressions

Website traffic February

- www.frontenacounty.ca 16,558 page views Average time on page 1:34
- www.infrontenac.ca 3,004 page views Average time on page 1:20
- www.frontenacmaps.ca 5,887 page views Average time on page 1:49

Social media audience February 28

County Facebook	3,334
County Twitter	2,282
County Instagram	640
FPS Twitter	4,124
Fairmount Home Facebook	474
Howe Island Ferry Twitter	861
	+11,715
Increase since Nov. 1	↑ 144 followers

Top mention earned 729 engagements



Thanks @FPSParamedics for checking our little one out after a big fall tonight. She loves her little bear & named it "Joe Campbell" after the medics who looked after her. This isn't the first time you've been there for us, so a big thank you from our family to yours. pic.twitter.com/xutrukeqRu



5 replies 16 retweets 90 likes



H.I. County Ferry @HICountyFerry · Feb 28

Ron Byrne and Paul Norris have worked on the Howe Island County Ferry for nearly 40 years and nearly 33 years respectively and today they both retire. Thanks so much for all your years of service and enjoy your retirement.



15 replies 13 retweets 56 likes

Upcoming Events



Staff Updates

New Hires

Fairmount Home

Marlisa Ringelberg successful candidate for the temporary Assistant Director of Care- Resident Services

Achievements



**Strategic Planning Workshop
with Rob Wood**

Committee of the Whole

March 27, 2019

9:00 a.m.

Frontenac Room



Next County Council Meeting

April 17, 2019

1:00 p.m.

Frontenac Room



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

The County of Frontenac set the following criteria under Regulation 257/00, as amended, for its response time targets for 2018:

For the calendar year of 2018, from January 1 to December 31,

i. Designated Delivery Agent (DDA) - **Sudden Cardiac Arrest:**

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

ii. EMS Designated Delivery Agent - CTAS 1:

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

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

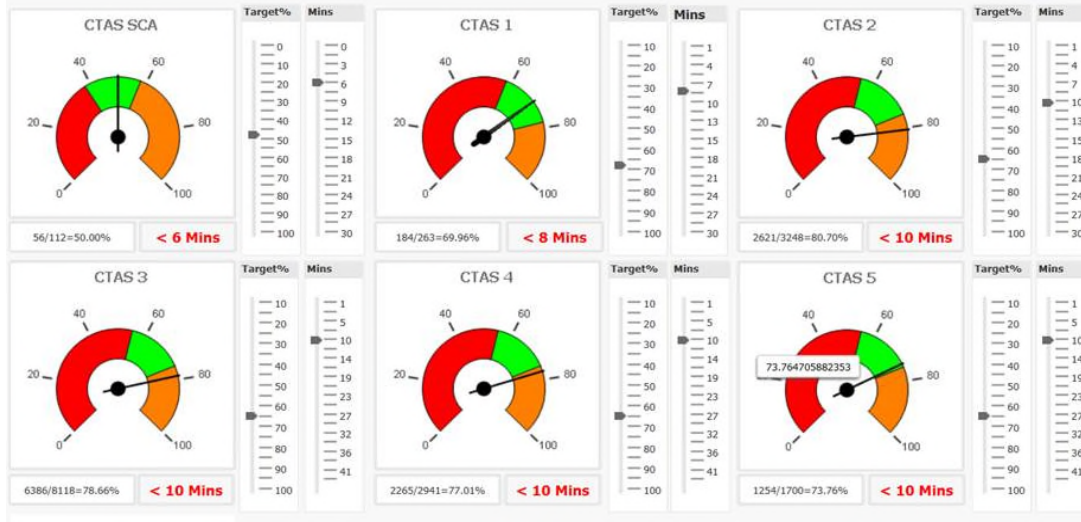
The County of Frontenac will endeavor to have a PARAMEDIC as defined by the *Ambulance Act*, duly equipped at the location of a patient determined to be CTAS 2, 3, 4, 5 within a period of time determined appropriate by the DDA and noted below in Table 1, or as resources permit (level of effort):

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

CTAS	Target time from paramedic received until on scene	% Target
2	10 minutes	65%
3	10 minutes	65%
4	10 minutes	65%
5	10 minutes	65%

Comment

The County of Frontenac met and exceeded all of the response time targets set under our 2018 Response Time Standard Performance Plan despite an 8.42% increase in total call volume over 2017, as noted in the chart below.



Sustainability Implications

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

Financial Implications

None at this time.

Organizations, Departments and Individuals Consulted and/or Affected

- i. Authority to the Chief Paramedic/Director of Emergency and Transportation Services to proceed with the negotiations within the parameters provided by Council and acquisition of the Parham Ambulance Base as described;
- ii. Authority to the Manager of Legislative Services/Clerk to execute undertakings, certificates, statements, declarations and such other documents as required for the completion of the acquisition the Parham Ambulance Base and related work;
- iii. Authority to the Director of Corporate Services/Treasurer to borrow from the County asset replacement reserve the cost of the acquisition, to be replenished over its 20 year useful life cycle as an annual allocation to the reserve.

Carried

Comment

The delegation of authority above was not required nor utilized as County Council did not enter a period of lame duck.

The following actions have been concluded regarding the potential purchase:

1. A property appraisal has been commissioned and received from Rivington Commercial Appraiser of Perth ON.
The "**Narrative Appraisal Report of 10579 Highway 38, Parham, Ontario**" states:
"In accordance with your recent instructions, we have completed a narrative appraisal report of the above-noted property in order to provide you with an estimate of the market value of the Fee Simple interest. The effective date of valuation is March 21, 2018. This is the only date on which the market value estimate is considered to be valid. The date of the report is April 3, 2018.
Based on our investigations and analysis, the market value of the Fee Simple interest in the subject property is estimated to be:
Two Hundred And Five Thousand Dollars (\$205,000)"
2. A building condition assessment has been commissioned and received from TCMS of Kingston, ON.
Patrick Thompson has completed his written building condition report and he has verbally identified an issue with water seepage into the basement on three (3) sides. The County has received an estimate of \$25,000 to repair this issue.
3. A Phase 1 Environmental Site Assessment (P1ESA) has been commissioned and received from GHD Ltd. of Kingston, ON.
There are no issues with the P1ESA.

Staff has negotiated with David Gemmill and reached an agreed to price of \$180,000.

Sustainability Implications

Governance – appropriate stewardship of County resources.

Financial Implications

The purchase price plus closing costs can be borrowed from the County asset replacement reserve which would be replenished over the 20 year useful life as an annual allocation to the reserve similar to the purchase of the Palace Road Base. The Ministry will reimburse annual amortization costs of tangible capital assets.

Organizations, Departments and Individuals Consulted and/or Affected

Susan Brant, Director of Corporate Services/Treasurer



Report 2019-032

Information Report to Council

To: Warden and Council Members of the County of Frontenac
From: Kelly J. Pender, Chief Administrative Officer
Prepared by: Kevin Farrell, Manager of Continuous Improvement
Date of meeting: March 20, 2019

Re: Key Performance Indicators (KPIs) and Lean Program Update

Recommendation

This report is for information purposes only.

Background

County Council embarked on a Service Delivery and Organizational Review in the fall of 2013. KPMG, the successful consulting firm, recommended undertaking a Lean review of 2 processes, procurement and one other. Since that time, the County of Frontenac has made a commitment to quality and quality improvement in all of its processes.

Since 2014, the County has provided, and continues to provide, ongoing training for interested staff on Lean/Six Sigma process improvement. All directors, managers and front line staff are eligible to apply to receive this valuable training.

As part of this commitment to quality and quality improvement, County staff have developed Key Performance Indicators (KPIs) along with a Balanced Scorecard to provide Council and the public with a view of how effectively the organization is achieving its goals.

Comment

Key Performance Indicators (KPIs) are an important aspect of measuring and demonstrating how effectively an organization is achieving its key objectives. The County of Frontenac has developed meaningful indicators that align with the goals and objectives of each department. These KPIs are reviewed and compiled each year to

provide Council and staff with insights and track trends over time. The KPIs align with four key perspectives: Customer Focus, Financial Performance, Process Improvement, and Learning and Growth. This allows us to generate a Balanced Scorecard for the organization as a whole and identify opportunities for improvement.

The County of Frontenac has been working towards establishing a culture of continuous improvement across the organization. We have been engaging staff through training and participation in project teams that use Lean Six Sigma methodology in an effort to find efficiencies.

The County's current Lean Implementation Frontenac Team (LIFT) members have been working hard to improve processes throughout the organization and the County now has a solid base of resources and a growing organizational understanding of process improvement. Members are expected to take the training course(s) and lead at least one major process improvement project each year thereafter as well as provide support to other LIFT members and be a champion for Lean in the organization and community.

We currently have 20 employees trained and participating in LIFT. Of that we have one (1) certified black belt, one (1) close to achieving black belt status, eight (8) green belts and ten (10) yellow belts. To date 82 employees have participated in at least one Lean project. Through these efforts we are starting to realize significant time and operational cost savings. Furthermore, we are realizing additional savings by applying Lean concepts to everyday activities. These additional savings are starting to be a captured and tracked through the program.

In pursuit of black belt certification, the Manager of Continuous Improvement has been working to build all of the components and resources that make up a successful Lean program. These components include project tracking, selection, membership, participation, training and savings tools.

Staff will be providing an update to Council highlighting the LIFT program as well as an overview of the County's KPIs along with a copy of the Balanced Scorecard.

Sustainability Implications

The LIFT program allows us to improve our processes and implement innovative solutions that allow us to provide more effective and sustainable services to our customers.

Financial Implications

The LIFT program provides staff with the tools and training to identify and eliminate waste in their day-to-day processes. Through the efforts of Lean project teams we are realizing efficiencies and cost savings across the organization. These savings come in the form of staff time, operational savings, resource savings, space savings, processing and wait days.

Organizations, Departments and Individuals Consulted and/or Affected

Corporate Services
Planning and Economic Development
Fairmount Home
Emergency and Transportation Services



Report 2019-034

Information Report to Council

To: Warden and Members of County Council
From: Kelly J. Pender, Chief Administrative Officer
Prepared by: Kathie Shaw, Senior Financial Analyst
Date of meeting: March 20, 2019
Re: Corporate Services – Four Month Attendance Management Report Card

Recommendation

This report is for information purposes only.

Background

The County of Frontenac expects regular attendance at work from all employees. Since June 2013 when staff identified the challenge of increasing sick time, regular reports have been provided to Council. Improving attendance has been a key priority for County staff and Council. The revised Employee Attendance Awareness Program (EAAP) was implemented at Fairmount Home in 2014 and in 2015 for the Frontenac Paramedic Services, due to an outstanding group grievance.

Comment

We previously reported that changes in leadership at the County and Fairmount Home has brought a renewed commitment to consistent monitoring and implementation of the EAAP with the goal of improving attendance and reducing the costs of absenteeism. This report reflects the benchmark information provided to Council in previous reports.

On January 1, 2018, Ontario Bill 148, the *Fair Workplaces, Better Jobs Act*, came into effect. Among other items in this bill was the Personal Emergency Leave (PEL) which stated that all employees were entitled to two paid days of leave each year. This included part-time and casual workers who were not subject to this entitlement previously. As a result of this legislation, these costs were included in the “Cost of Absenteeism” in the tables below for 2018. In October 2018, the provincial government passed Bill 47, *Making Ontario Open for Business Act, 2018*, which, among other items, repealed the paid PEL. Beginning in 2019, the County of Frontenac will no longer pay the two days of PEL.

Note that the casual employees are not included in the assessment of the percentage of employees meeting the attendance target.

Key Performance Indicator (KPI)

Given the lack of directly comparable absenteeism statistics from Statistics Canada and other organizations, the County established its own statistics for KPIs.

The County's KPI objective will be to bring this indicator to 80% of employees meeting the target. The County's attendance targets are based on a rolling 12 month average.

Attendance Targets

Paramedics (OPSEU 462)	12 days
Nursing (CUPE 2290)	10 days
Non-Nursing/ Marine Services / Non-union	7 days

In general, the current reporting period for 2018 (September-December) has shown a decline in the percentage of employees who are meeting the attendance targets across all departments. As shown in the first table below, Corporate Services Non-Union and Fairmount Home Non-Union are the only departments meeting the departmental KPI of 80% while other departments continue to lag behind this target.

The cost of absenteeism in the individual department tables reflect the cost of replacing an employee who is off on sick leave. If the employee is not replaced, there isn't an additional cost of another employee filling the position. Although there may be an initial cost savings in not replacing an employee, there can be long term effects in not replacing an employee who is off for an extended period of time. Further, an increase in these costs can be due to an increase in absent staff being replaced or the inclusion of PEL costs for part-time and casual employees (in 2018 only for PEL absences).

Meanwhile, the actual sick time used, as shown in the graphs below, continues to be above target in most departments but with a downward trend at the end of the year. Corporate Services has come in almost on target in December. There had been a marked increase in absenteeism for Emergency and Transportation Services non-union staff and this department was added to the graphical data below in 2018. This department has improved in the latter part of the year. In all departments the actual days of absenteeism can be the result of many staff taking a few days or a few members taking many days in sick leave.

Table 1: Percentage of staff meeting attendance targets - Rolling Year Comparison

For the 1 Year Period Ending:	Dec 2017	Apr 2018	Aug 2018	Dec 2018
*Corporate Services – CUPE 2290	91.0%	75.0%	72.7%	72.7%
*Corporate Services – Non-union	93.0%	93.3%	100.0%	88.2%
ETS OPSEU	60.0%	65.4%	66.7%	60.5%
ETS Non-union	N/A	70.6%	82.4%	68.8%
Fairmount CUPE 2290 Nursing	57.3%	61.3%	53.4%	57.9%
Fairmount CUPE 2290 Non-Nursing	76.9%	76.3%	79.5%	66.7%
*Fairmount Non-union	100.0%	100.0%	100.0%	100.0%
*Marine Services CUPE109	44.4%	50.0%	50.0%	44.4%

*Due to the small number of employees in some departments, one or two employees can have a significant impact on the percentages.

Alternate Work

Alternate work is an additional component of the attendance statistic, which is provided to employees who can be accommodated in the workplace and if not accommodated, would continue to be accounted for in the attendance statistics.

The Human Rights Code identifies that employees with disabilities have the right to accommodation in the workplace, even when those accommodations are only required on a temporary basis. Returning to work as soon as possible has been proven to promote a more complete and faster recovery for many employees. The County offers alternate work on a temporary basis, to employees who have incurred an injury or illness outside of the workplace (classified as non-occupational) and wish to return to work prior to complete recovery.

Alternate work is only provided if and when there is sufficient meaningful and purposeful work for the employee to perform. Factors considered are the individual’s precautions/limitations and the number of other employees on accommodated work who may have similar precautions, which causes the volume of available suitable work to be scarce.

Those employees on alternate work are not reflected in the absenteeism statistics. The year-to-date cost of alternate work in Frontenac Paramedic Services through December 2018 is \$192,712 (October reported \$156,523).

Mitigation

In previous reports, staff committed to providing Council with mitigation strategies if there is not a marked improvement in the absenteeism trends.

Absenteeism identified as potentially culpable will be reported to the applicable department manager by the Human Resource Generalist - Attendance Management Specialist.

Managers will address these absences with the employee and the process will be tracked to determine next steps with the employee.

Fairmount management staff continue to monitor and meet with employees who have repeat absences, and if patterns are apparent, a medical certificate is required for any sick leave. In accordance with the EAAP, employees who receive EAAP Step 2 or 3 letters are required to meet with the Occupational Health Nurse, and senior management meets with employees at EAAP Step 4 or 5. Furthermore, employees who have been at Step 5 for more than one four-month period are now moved from the EAAP to the discipline process. The attendance for these employees is monitored on a more frequent basis and addressed, as appropriate.

Frontenac Paramedic Services has implemented the process agreed to at the arbitration/mediation meeting on August 1, 2017. The following questions are now being asked consistently when staff are booking off sick:

1. Is this work related?
2. Is this absence due to a documented chronic illness on file with the Occupational Health Nurse?
3. How long do you think you will be off work?
4. Is this the first day off of your block?

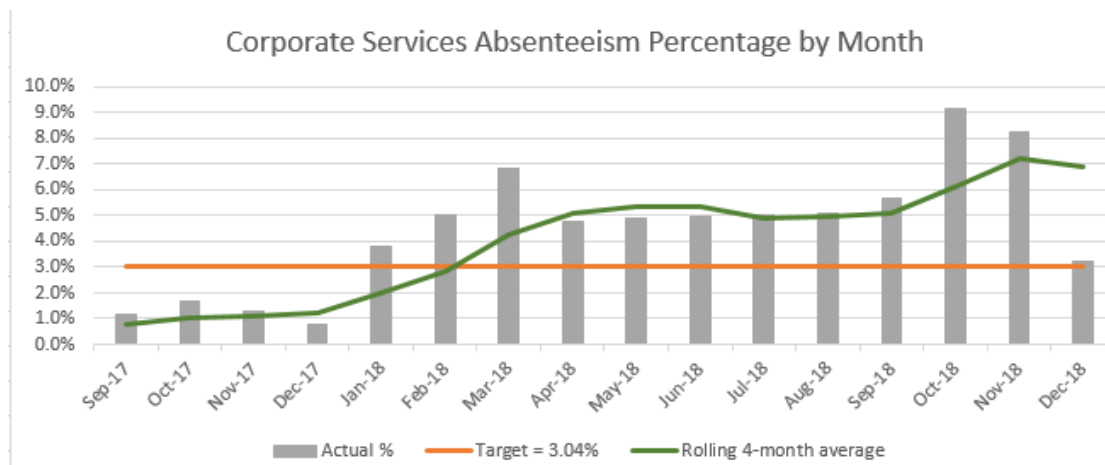
Meetings with those staff not meeting the goals are continuing and are more structured with the presence of Human Resources staff.

Staff are currently working with a third party disability management company to actively manage the more complex absenteeism cases for which managers and directors have neither the skill or time to properly manage these cases.

Corporate Services (Union and Non-Union)

Year Rolling	2017		2018	
Period	Sep-Dec	Jan-Apr	May-Aug	Sep-Dec
Total Employees	26	27	28	28
Employees Not Meeting Target Attendance	2	4	3	5
% Not Meeting Target Attendance	7.7%	14.8%	10.7%	17.9%
% Meeting Target Attendance	92.3%	85.2%	89.3%	82.1%
Cost of Absenteeism per Period	\$ -	\$ 14,010	\$ -	\$ -

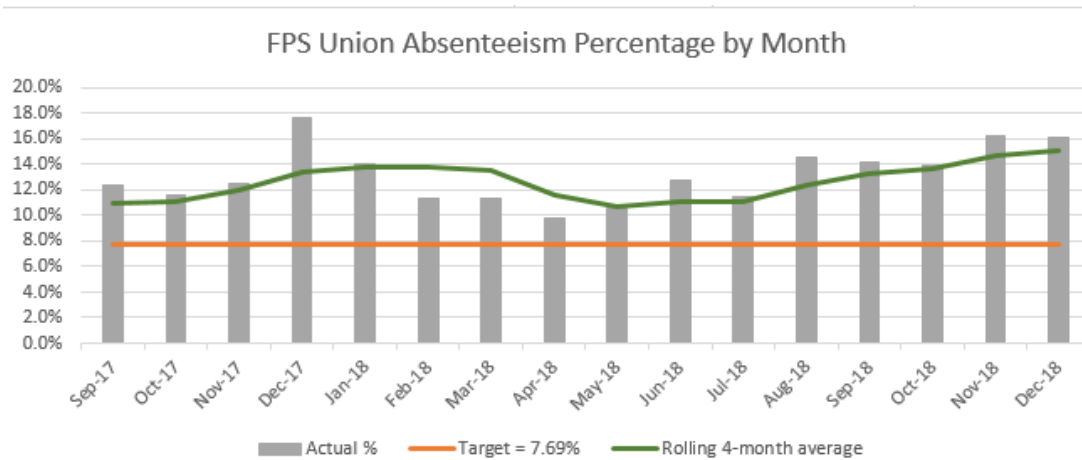
- On average Corporate Services staff have met the attendance target. The majority of Corporate Services staff's absence periods are of a low frequency and low duration.
- The cost of absenteeism is minimal for Corporate Services since most absences are not replaced outside of longer-term absences. In early 2018 a temporary employee was brought in for coverage but this position now has a permanent employee in place.
- As depicted in the graph below, the rate of absenteeism was steady through the summer months for 2018 but was above the target and peaked in the fall. December's absenteeism is just above target.
- Note that this graph reflects the hours recorded as sick time as a percentage of working hours but there may not be an actual dollar cost to this leave.



Frontenac Paramedic Services (Union, OPSEU 462)

Year Rolling	2017		2018	
Period	Sep-Dec	Jan-Apr	May-Aug	Sep-Dec
Total Employees	80	81	81	81
Employees Not Meeting Target Attendance	32	28	27	32
% Not Meeting Target Attendance	40.0%	34.6%	33.3%	39.5%
% Meeting Target Attendance	60.0%	65.4%	66.7%	60.5%
Cost of Absenteeism per Period	\$303,310	\$253,149	\$261,098	\$354,785

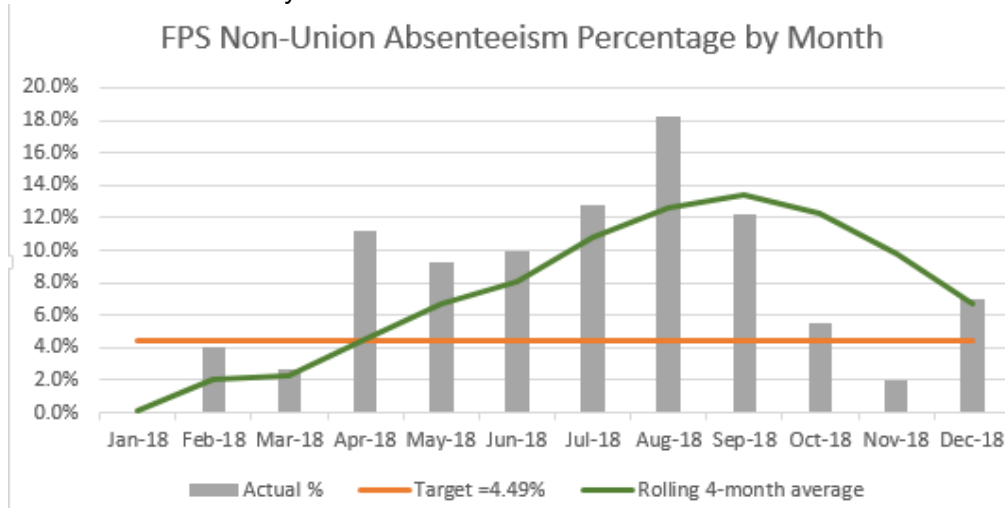
- Frontenac Paramedic Services has seen an increase in days and costs of absenteeism through the fall of 2018, although the actual days absent has declined from a peak in December 2017, as shown in the graph below.
- Improvement to Collective Agreement language, a decline in musculoskeletal injuries due to the power load stretchers and progressive management of attendance will continue to be monitored to effectively manage the issue. However, a focus on paramedic mental wellness will continue to be supported and monitored.



Frontenac Paramedic Services (Non-Union)

Year Rolling Period	2018		
	Jan-Apr	May-Aug	Sep-Dec
Total Employees	17	17	16
Employees Not Meeting Target Attendance	5	3	5
% Not Meeting Target Attendance	29.4%	17.6%	31.3%
% Meeting Target Attendance	70.6%	82.4%	68.8%
Cost of Absenteeism per Period	\$ 15,711	\$ 27,724	\$ 18,232

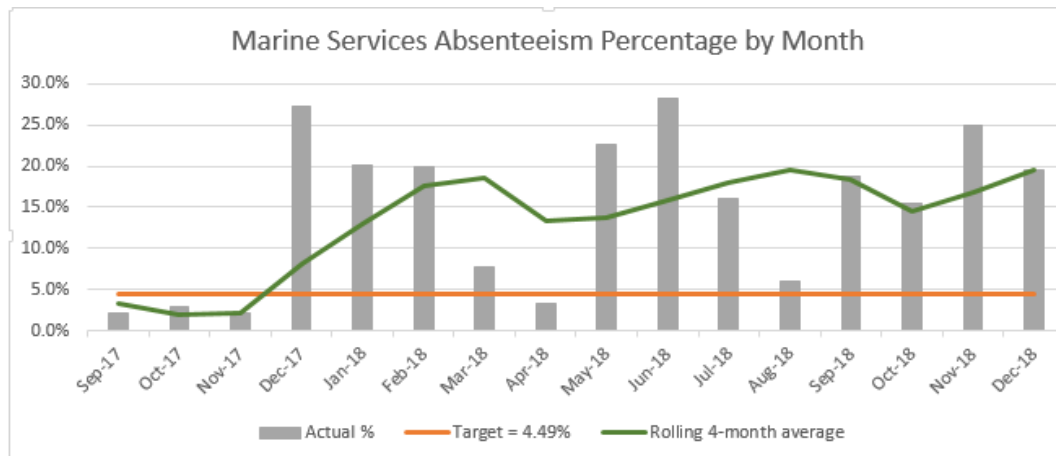
- As noted in the introduction, Frontenac Paramedic Services, non-union, has been added to reported data for attendance targets starting in January 2018 as a result of a marked increase in absenteeism earlier in the year. This can be a reflection of a few staff taking many sick days.
- The end of 2018 has shown an improvement in the costs of this absenteeism, while the actual sick days taken has declined as shown in the graph below. November attendance showed a marked improvement with few absences, while there was an increase in the sick days taken in December.



Marine Services (Union, CUPE 109)

Year Rolling	2017		2018	
Period	Sep-Dec	Jan-Apr	May-Aug	Sep-Dec
Total Employees	9	8	8	9
Employees Not Meeting Target Attendance	5	4	4	5
% Not Meeting Target Attendance	55.6%	50.0%	50.0%	55.6%
% Meeting Target Attendance	44.4%	50.0%	50.0%	44.4%
Cost of Absenteeism per Period	\$ 10,743	\$ 19,161	\$ 26,009	\$ 23,637

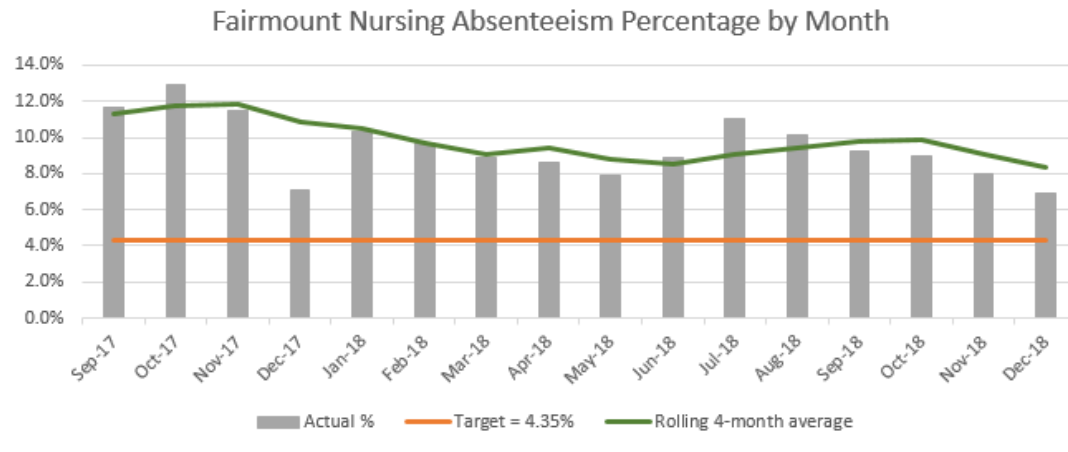
- The last part of 2018 has seen an increase in the number of sick days taken by Marine Services personnel and a general upward trend in absences from the summer months.



Fairmount Full-Time and Part-Time (Union, Nursing)

Year Rolling	2017		2018	
Period	Sep-Dec	Jan-Apr	May-Aug	Sep-Dec
Total Employees	75	75	73	76
Employees Not Meeting Target Attendance	32	29	34	32
% Not Meeting Target Attendance	42.7%	38.7%	46.6%	42.1%
% Meeting Target Attendance	57.3%	61.3%	53.4%	57.9%
Cost of Absenteeism per Period	\$ 71,755	\$ 64,243	\$ 90,106	\$ 68,445

- Fairmount nursing absenteeism has remained fairly steady through the year, always above the target line in the graph for the sick days taken. There was a slight peak in the summer months but we are now seeing a trend downward with a decline in the sick days taken in the last period of 2018.
- There is criteria in place to determine whether nursing staff are replaced for sick leave, which is different for nursing staff on day, evening and night shifts and for registered nursing staff. This is not a new practice.



Fairmount Full-Time and Part-Time (Union, Non-Nursing)

Year Rolling	2017		2018	
Period	Sep-Dec	Jan-Apr	May-Aug	Sep-Dec
Total Employees	39	38	39	36
Employees Not Meeting Target Attendance	9	9	8	12
% Not Meeting Target Attendance	23.1%	23.7%	20.5%	33.3%
% Meeting Target Attendance	76.9%	76.3%	79.5%	66.7%
Cost of Absenteeism per Period	\$ 8,013	\$ 13,406	\$ 29,288	\$ 35,348

- The upward trend in the rate of absenteeism for non-nursing staff noted since January 2018 has continued to rise through the current period with a spike in October. The last two months of the year has seen a decline in the sick days taken, although still above target and higher than it was in 2017 at the same time of year.
- Further investigation of the September to December 2018 period shows that 82% of the costs and sick time can be attributed to 4 staff members; all absences were for legitimate reasons.

Fairmount Union, Non-Nursing, Absenteeism Percentage by Month

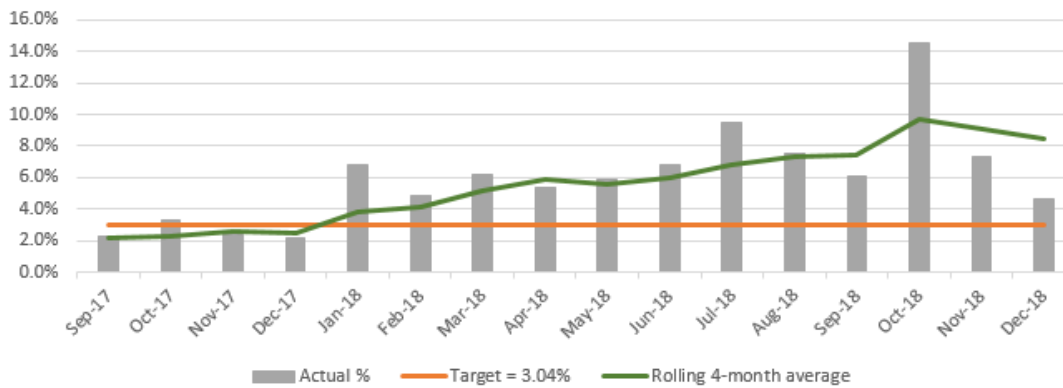


Table 2: Occupational Health from January to April 2018

Number of Cases	Corporate Services	ETS	Fairmount
Chronic Conditions	0	4	1
Non Occupational Injury/Hospitalization	0	3	4

Employees are not required to divulge the reason for their absence. These numbers are based on information that has been shared with the Occupational Health Nurse.

Hospitalization is any illness or condition that requires hospitalization such as surgery

Chronic is any condition that will never go away but can be managed with treatment. These will flare up and remain as is or worsen with time such as arthritis, mental health illness, substance abuse, cancer, chronic dermatitis, etc. Chronic conditions may require a few days off every few months for treatments, periods of absence periodically for weeks at a time such as if they are exacerbated seasonally, or occasional extended periods of absence.

Non-occupational illness/injury are cases of illness, injury or medical conditions of both a physical and psychological nature incurred by an employee outside of his/her work.

Sustainability Implications

It is acknowledged that costs related to attendance management are challenging. Management is pursuing attendance management programs and an audit of its attendance management processes by an external vendor.

Financial Implications

Absenteeism has a direct impact on the County’s budget and staffing levels. With ongoing attendance management, it is the expectation of managers to regularly monitor employee attendance in order to reduce costs, increase productivity and morale.

Organizations, Departments and Individuals Consulted and/or Affected

- Susan Brant, Director of Corporate Services/Treasurer
- Lisa Hirvi, Administrator of Fairmount Home
- Paul Charbonneau, Chief Paramedic/Director of Emergency Transportation Services
- Bonnie Carter, Occupational Health Nurse
- Lisa Moreland, Human Resources Generalist/Attendance Management Specialist



Report 2019-035

Council Information Report

To: Warden and Council Members of the County of Frontenac

From: Kelly J. Pender, Chief Administrative Officer

Prepared by: Angelique Tamblyn, Executive Assistant
Kathie Shaw, Senior Financial Analyst

Date of meeting: March 20, 2019

**Re: Corporate Services – 2018 Remuneration and Reimbursement of Expenses
to Council Members and Non-Council Appointees Report**

Recommendation

This Report is for information purposes only.

Background

Section 284 (1) of the *Municipal Act, 2001 S.O. 2001, Chapter 25*, states:

The treasurer of a municipality shall in each year on or before March 31 provide to the Council of the municipality an itemized statement on remuneration and expenses paid in the previous year to:

- (a) each member of Council in respect of his or her services as a member of the Council or any other body, including a local board, to which the member has been appointed by Council or on which the member holds office by virtue of being a member of Council;
- (b) each member of Council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
- (c) each person, other than a member of Council, appointed by the municipality to serve as a member of any body, including

a local board, in respect of his or her services as a member of the body. 2001, c. 25, s. 284 (1).

Comment

By-law No. 2018-0032, and its predecessor By-law No. 2015-0042 outlines the remuneration to be paid to Councillors and Non-Council Appointees of the County as well as attendance at conferences and training opportunities.

The following charts provide an itemized statement on remuneration and expenses paid in 2018 to members of Council and persons appointed by Council to serve on Boards and Committees.

Compensation as Council Member or Appointee includes base remuneration plus all per diems/expenses for attendance at other Board and Committee meetings, miscellaneous meetings and conference attendance.

Council Members	Compensation as Council Member or Appointee *Includes: Salary and Per Diems*	Conference Training/Travel and Other Expenses *Includes: Miscellaneous*	Mileage HST included *Includes: Committee Mileage*	Total
	\$	\$	\$	\$
Tom Dewey	8,582.42		1,972.80	10,555.22
Denis Doyle	12,456.70	1,167.41	1,031.25	14,655.36
Ron Higgins	23,420.65	1,174.10	4,683.14	29,277.89
John Inglis	8,582.42		3,787.60	12,370.02
John McDougall	9,332.42		1,473.18	10,805.60
Natalie Nossal	8,582.42		371.80	8,954.22
Frances Smith	9,772.42	1,113.50	1,502.60	12,388.52
Ron Vandewal	9,724.09	188.51	486.75	10,399.35
Bruce Higgs	991.67		28.05	1,019.72
Bill MacDonald	991.67		85.80	1,077.47
Gerry Martin	991.67	817.00	117.70	1,926.37
Alan Revill	991.67		49.50	1,041.17

* Includes 2017 expenses that were submitted and reimbursed in 2018

Council remuneration includes representation on the following Boards and Committees:

Frances Smith	CAO Performance Appraisal Review Committee Planning Advisory Committee Mississippi Rideau Tay Rural Health Hub Organizing Committee Seniors Housing Task Force – Central Frontenac
Tom Dewey	Administrative Building Design Task Force Joint Accessibility Advisory Committee Seniors Housing Task Force
Ron Higgins	Community Development Advisory Committee Planning Advisory Committee CAO Performance Appraisal Review Committee Seniors Housing Task Force
John Inglis	Administrative Building Design Task Force Algonquin Land Claim Municipal Advisory Committee
John McDougall	Joint Accessibility Advisory Committee Community Development Advisory Committee Seniors Housing Task Force Housing and Homelessness Advisory Committee Rideau Corridor Landscape Strategy Steering Committee
Natalie Nossal	Frontenac County Youth Justice Advisory Committee Administrative Building Design Task Force
Ron Vandewal	Administrative Building Design Task Force Planning Advisory Committee Kingston Frontenac Public Library Board CAO Performance Appraisal Review Committee
Denis Doyle	Planning Advisory Committee CAO Performance Appraisal Review Committee KFL&A Public Health Board Food Policy Council of Kingston, Frontenac, Lennox and Addington

Person, other than a member of Council, appointed by the County to serve as a member of any body, including a local board:

Joint Accessibility Advisory Committee	Per Diem	Mileage HST included	Total
	\$	\$	\$
Neil Allen	300.00	22.00	322.00
David Yerxa	300.00	235.40	535.40
Margaret Knott	150.00	88.00	238.00
Kurt Halliday	150.00	84.70	234.70
Ed Schlievert	225.00	306.90	531.90

Community Development Advisory Committee	Mileage HST included
	\$
Robert Clinton	110.00
Barrie Gilbert	82.50
Betty Hunter	402.60
Tracy John	82.50
Wilma Kenny	82.50
Ella Vandenburgt	55.00

Library Board	Per Diem	Mileage HST included	Total
	\$	\$	\$
John Purdon	675.00	733.53	1,408.53
Wilma Kenny	825.00	299.16	1,124.16

Planning Advisory Committee	Per Diem	Mileage HST included	Total
	\$	\$	\$
Phil Leonard	225.00	91.30	316.30
Jim McIntosh	225.00	253.00	478.00
Barbara Sproule	225.00	374.00	599.00

Sustainability Implications

Governance – appropriate stewardship of County resources.

Financial Implications

Amounts paid to County Council and other Board and Committee members were within budget.

Organizations, Departments and Individuals Consulted and/or Affected

Susan Brant, Director of Corporate Services/ Treasurer
Alex Lemieux, Deputy Treasurer
Nancy Elliott, Finance Clerk - Payables
Jannette Amini, Manager of Legislative Services/Clerk



Report 2019-036

Information Report to Council

To: Warden and Council Members of the County of Frontenac
From: Kelly J. Pender, Chief Administrative Officer
Prepared by: Richard Allen, Manager of Economic Development
Date of meeting: March 20, 2019

Re: Planning and Economic Development – Update on Verona Trailhead Partnerships

Recommendation

This report is for information purposes only.

Background

In 2016, Frontenac County Council provided direction to purchase and remediate the property at 6503 Road 38 (corner of Bellrock Road) for the purpose of developing a public trail access point. This property is located near the southern end of the village of Verona, and is referred to as the “Verona Trailhead” for the remainder of this report. The remediation is now complete has been restored to gravel fill, with minor improvements until further direction is provided by Council. In the meantime, this site will be available for trail users to access the K&P Trail from Verona.

November 20, 2017 staff conducted an open house event in partnership with the Verona Community Association (VCA) to solicit design suggestions for the Verona Trailhead in order to provide the best use of space with public input to guide the amenities and design. In addition to the open house event, staff received suggestions for design of the site through a survey, open from November 1 to December 3, 2017. Detailed responses are contained in [Report 2018-011](#) to the Community Development Advisory Committee.

Comment

On November 1, 2018 the VCA, Frontenac County and South Frontenac Township worked together to move the community information board known as the “Verona Kiosk” from its original location at 6744 Road 38 to the Verona Trailhead to serve as an information hub to trail users and visitors to the community.

The location of the Kiosk was determined as part of the public consultation and design process mentioned in the background section of this report. See Appendix A for photos of the move and Appendix B for a diagram of the site plan for the Verona Trailhead site.

This spring, the VCA plan to complete the installation of the kiosk at the Trailhead by installing “Memorial Bricks” at the base of the kiosk and making accessibility improvements for K&P Trail access at the kiosk location.

In addition to the work above, the VCA plan to install the following items at the Trailhead location in accordance with the approved site plan:

- 1 Canadian Flag with a 30 foot pole
- 1 Park Bench
- 1 Commercial grade “bear-proof” garbage container

These items have been purchased by the Verona Community Association for the purpose of providing improvements to the Verona Trailhead site. In addition, the VCA has indicated that they will continue to raise funds in order to provide additional amenities and site improvements. Details surrounding the proposed work are contained in a letter from the VCA received March 8, 2019.

As per direction given by County Council associated with [Report 2018-011](#), County staff are in the process of creating a partnership agreement with the Verona Community Association with regard to the proposed work and long-term maintenance of related amenities. All of the work associated with the VCA proposal will be managed by the VCA with oversight by County staff.

Sustainability Implications

Establishing partnerships is an important strategy for the County to provide the best value around strategic initiatives such as the K&P Trail. As the K&P Trail involves many communities, businesses and stakeholders, it is ideal that these stakeholders participate and lead in the many initiatives to establish a successful trail community.

Financial Implications

No funds have been budgeted to the Verona Trailhead in 2019. It is expected that minimal staff involvement will be required to complete the partnership agreement and to provide advice on the overall work outlined in this report.

Organizations, Departments and Individuals Consulted and/or Affected

Township of South Frontenac
Verona Community Association

Appendix A: Verona Kiosk Move





Photos Courtesy of John MacDougall

Appendix B: Verona Trailhead Site Plan



Appendix C - Update on Verona Trailhead Partnerships



Verona Community Association (VCA)

P.O. Box 219

Verona, ON K0H 2W0

613-777-8980

www.yourverona.ca

vca@xplornet.ca

Date March 2019

County of Frontenac

Verona Trailhead Development

The VCA is committed to assist with the development of the Verona Trailhead. The Committee has raised funds to provide equipment and cash for the project.

Purchased to date (not yet installed)

- 1 Canadian flag with a 30-foot pole. (Approx. \$2000.00)
- 1 park bench with back (\$1900)
- 1 commercial steel grade garbage container (\$2000.00)
- Reserved as cash \$10,000.00 for the development of the Verona Trailhead.

The Verona kiosk was recently moved from the Ford Revell parking lot to the Verona Trailhead site with the assistance of the Township of South Frontenac. The kiosk itself is a major improvement to the site.

To complete the kiosk project, the VCA request approval for:

- Laying the memorial bricks (now stored) over a thin layer of concrete to secure the bricks in place. VCA volunteers and a local contractor to assist.
- Compact the entrance to the kiosk and to the trail with stone dust (or when at a cost-effective time, lay concrete as per the plan attached). Assistance from the Township of South Frontenac.

- Install a siderail for safe crossing to the Trail. Assistance from the Township of South Frontenac.

To complete the equipment installation already purchased and stored:

- Install a concrete base for the flag pole in the location as per County design drawing option 2.
- Install the flag pole.
- Construct a concrete base for both the park bench and garbage container with County's approval of location.
- Install the park bench and garbage container. All of these details will be done with the assistance of the Township of South Frontenac.

The VCA has made arrangements with Muddy Waters Restaurant on Road 38 to offer free use of their washrooms for Trail users. The VCA suggests the re-location of the accessible washroom away from the entrance of the kiosk and path to the trailhead.

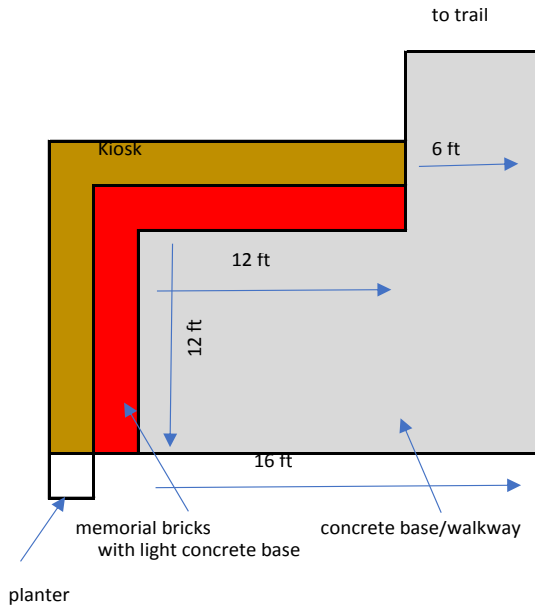
The VCA would like to complete this project by the end of Spring 2019. At this point, there is no financial obligation from the County. The VCA has raised the funds for this purpose to promote our community and welcome residents, guests and Trail users.

Respectfully Submitted

Wayne Conway
VCA President

Attached:
Copy of site design option 2
Copy of kiosk plan

Verona Trailhead Kiosk





Report 2019-037

Information Report to Council

To: Warden and Council Members of the County of Frontenac
From: Kelly J. Pender, Chief Administrative Officer
Prepared by: Richard Allen, Manager of Economic Development
Date of meeting: March 20, 2019

Re: Planning and Economic Development – RTO 9 Marketing Allocation

Recommendation

This report is for information purposes only.

Background

In 2009, the Province of Ontario created 13 arm's length Regional Tourism organizations known as RTOs. Each organization was given a geographic region to provide partnership support, destination development guidance and additional marketing resources. Each organization has developed its own unique strategies and each is governed by its own board of directors.

Frontenac County falls into two such regions: (See Appendix A for map)

- RTO 9: Southeastern Ontario
(Townships of Frontenac Islands and South Frontenac)
- RTO 11: Ontario's Highlands
(Townships of North Frontenac and Central Frontenac)

Comment

As part of its commitment to supporting its component destinations, RTO 9 provides a dedicated marketing allocation in its budget for each destination. The 2019-2020 allocation for Frontenac County is \$10,000.00 and County staff have entered into a

partnership agreement with RTO 9 for the 2019-2020 fiscal year. The agreement focused on three core activities:

1. Development of photo and video assets of key visitor attractions or events, including but not limited to:
 - a. the K&P Trail,
 - b. Open Farms
 - c. Wolfe Island (Ferry by Foot)
2. Development of website content (blogs) for visitor attraction purposes
3. Updates and printing of the 2019 Wolfe Island Visitor Guide

The activities funded by the RTO 9 Marketing Allocation must take place and promote visitor attraction efforts within the Southeastern Ontario region. Staff will coordinate the work associated with this budget and submit invoices directly to RTO 9 for payment.

Sustainability Implications

Tourism is a key economic driver for businesses and contributes to healthy communities in Frontenac County.

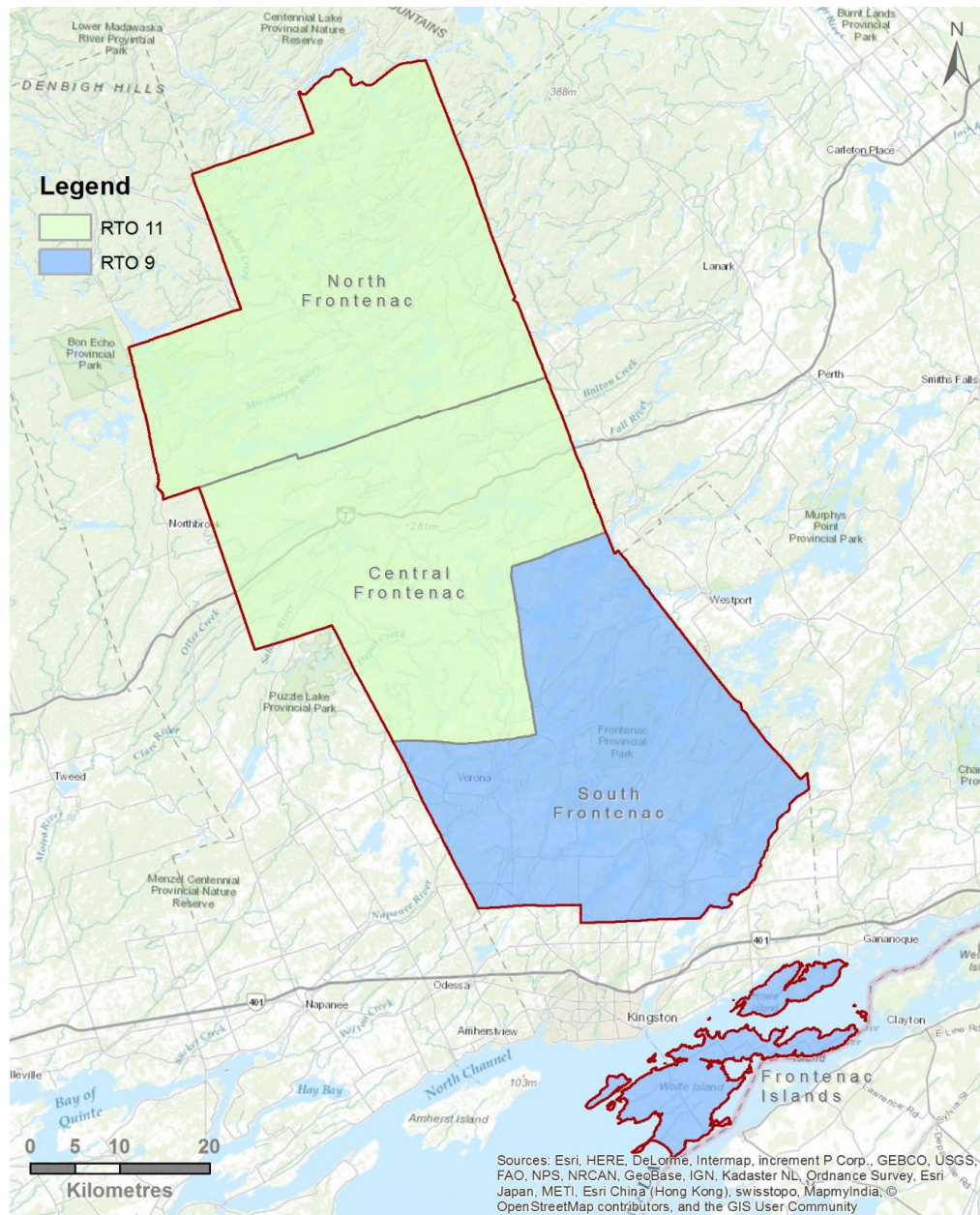
Financial Implications

The RTO 9 allocation represents approximately a 50% increase of resources dedicated to marketing and visitor attraction in Frontenac.

Organizations, Departments and Individuals Consulted and/or Affected

Frontenac County Corporate Services
Regional Tourism Organization 9 (RTO 9)

Appendix A: Regional Tourism Organizations in Frontenac





Committee Report

To: Warden and Council Members of the County of Frontenac

From: Jannette Amini, Manager of Legislative Services/Clerk

Date of meeting: March 20, 2019

Re: Administrative Building Design Task Force – Report to Council

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

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.



**Minutes of the Administrative Office Design Task Force Meeting
February 20, 2019**

A meeting of the Administrative Office Design Task Force was held in the Bud Clayton Memorial Room, County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, February 20, 2019 at 11:07 AM

Present:

Councillor Doyle
Councillor Martin
Councillor Vandewal
Councillor MacDonald

Staff Present:

Jannette Amini, Manager of Legislative Services/Clerk (Recording Secretary)
Susan Brant, Director of Corporate Services/Treasurer
Kevin Farrell, Manager of Continuous Improvement/GIS
Kelly Pender, Chief Administrative Officer

1. Call to Order

The Clerk called the meeting to order at 11:07 a.m.

2. Election of Officers

a) Election of Chair

Moved By: Councillor Doyle
Seconded By: Councillor Martin

That Councillor Vandewal be elected Chair of the Administrative Office Design Task Force for 2019.

Carried

Moved By: Councillor MacDonald
Seconded By: Councillor Doyle

That nominations for Chair be closed.

Carried

There being no further nominations, Councillor Vandewal was elected Chair.

b) Election of Vice Chair

Moved By: Councillor Vandewal
Seconded By: Councillor MacDonald

That Councillor Doyle be elected Vice Chair of the Administrative Office Design Task Force for 2019.

Carried

Moved By: Councillor Martin
Seconded By: Councillor MacDonald

That nominations for Vice Chair be closed.

Carried

There being no further nominations, Councillor was elected Vice-Chair.

3. Adoption of the Agenda

Moved By: Councillor Doyle
Seconded By: Councillor MacDonald

That the agenda for the February 20, 2019 meeting of the Administrative Building Design Task Force be adopted.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

There were none.

5. Adoption of Minutes

a) Minutes of Meeting held August 13, 2018

Moved By: Councillor Vandewal
Seconded By: Councillor Doyle

That the minutes of the Administrative Design Task Force meeting held August 13, 2018 be adopted.

Carried

6. Deputations and/or Presentations



7. Reports

**a) 2019-028
Background Report**

This report was for information purposes only.

**b) 2019-029
Shared Facility Analysis – Colbourne & Kembel, Architects**

Moved By: Councillor Doyle
Seconded By: Councillor MacDonald

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

Mr. Pender provided an overview of the process to date and next steps moving forward, should the Task Force support the staff recommendation. The following comments/questions were raised:

- Is there sufficient land in Sydenham that can accommodate 5.9 acres?
- Will the building be multi-level or one level, noting that there are advantages and disadvantages of each. If the building is constructed on a sloping site, access can be on either level. A vertical building provides greater efficiencies in terms of its HVAC system; however comes with additional costs such as an elevator.
- How will the Old House be re-purposed?

8. Communications

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9. Other Business

There was none.

10. Next Meeting

The next meeting will be at the call of the Chair.

11. Adjournment

Moved By: Councillor Doyle

Seconded By: Councillor Martin

That the meeting hereby adjourn at 11:32 a.m.

Carried

By-Law Number 2019-0016

of

The Corporation of the County of Frontenac

being a by-law to authorize the Warden and Clerk to execute an Agreement of Purchase and Sale for Lands legally described as 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.

Whereas Section 8 and 9 of the Municipal Act, S.O. 2001, 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 Section 5 of the Municipal Act, S.O. 2001, 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 appropriate to purchase lands to develop the Parham Paramedic Station:

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

1. **That** the Warden and Clerk be authorized to execute an Agreement of Purchase and Sale with David Allan Gemmill in the amount of One Hundred and Eighty Thousand Dollars (\$180,000), for lands legally described as 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
2. **That** this By-law shall come into force and take effect upon the date of final passing.

Read a First and Second Time this 20th day of March, 2019.

Read a Third Time, Signed, Sealed and Finally Passed this 20th day of March, 2019.

The Corporation of the County of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk

By-Law No. 2019-0017

of

The Corporation of the County of Frontenac

being a by-law to appoint Members of Council to Frontenac County Advisory Committees

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

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

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

1. **That** Councillor _____ be appointed to the Community Development Advisory Committee (CDAC) for the term of Council; and,
2. **That** Councillor _____ be appointed to the Frontenac Accessibility Advisory Committee for the term of Council; and,
3. **That** Councillor _____ be appointed to the Rural Urban Liaison Advisory Committee (RULAC) whose term will expire November 30, 2020.
4. **That** by-law 2013-0020 be amended accordingly to reflect these appointments.
5. **That** this by-law shall take effect on the date of its final passing.

Read a first and second time this 20th day of March, 2019.

Read a third time and finally passed this 20th day of March, 2019.

The Corporation of the County of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk

By-Law No. 2019-0018

of

The Corporation of the County OF Frontenac

being a by-law to confirm all actions and proceedings of County Council on
March 20, 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 March 20, 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 March 20, 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 March 20, 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 20th day of March 2019.

Read a Third Time and Finally Passed, Signed and Sealed this 20th day of March, 2019.

The Corporation of the County Of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk