



**Frontenac County Council Meeting
Wednesday, November 20, 2019 – 9:00 a.m.
Kingston Frontenac Rotary Auditorium,
2069 Battersea Road, Glenburnie
Council will resolve into Closed Meeting
and will reconvene as regular Council at 9:30 a.m.**

AGENDA

Call to Order

Closed Session

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

1. Adoption of Closed Minutes of Meetings held October 16, 2019
2. Labour relations or employee negotiations - as it relates to the contract with the Ministry of Transportation (MTO) for the Howe Island Ferry
3. Labour relations or employee negotiations - as it relates to attendance management
4. Labour relations or employee negotiations - as it relates to potential staffing at Fairmount Home
5. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose - as it relates to a request made under the Municipal Freedom of Information and Protection of Privacy Act for legal opinions provided to Council and received by Council in Closed Session

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

Approval of Addendum

Disclosure of Pecuniary Interest and General Nature Thereof

Adoption of Minutes

a) Minutes of Meeting held October 16, 2019

Resolved That the minutes of the regular Council meeting held October 16, 2019 be adopted.

Deputations and/or Presentations

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

- 21 - 34 a) **Mr. Kelly Pender**, Chief Administrative Officer, will provide Council with his monthly CAO briefing.

Unfinished Business

Recommend Reports from the Chief Administrative Officer

- 35 - 39 a) **2019-133**
Corporate Services
Declaration of Surplus Lands for the purpose of transferring portions of the K&P Trail to the Township of South Frontenac to aid the Township's development of affordable seniors' housing

Recommendation:

Be It Resolved That the Council of the County of Frontenac accept the Corporate Services – Declaration of Surplus Lands for the purpose of transferring portions of the K&P Trail to the Township of South Frontenac to aid the Township's development of affordable seniors' housing report;

And Further That in accordance with By-law 17-1995 the Council of the County of Frontenac pass a by-law later in the meeting to declare lands identified by PIN#361460591, legally described as Portland CON 1 PT Lots 1 and; 2 CON 2 PT Lots 2 AND 3 CON; 3 PT Lots 3 and 4 CON 4 PT; Lots 3 TO 7 CON 5 PT Lots 7; and 8 CON 6 PT Lot 7 CON 7 surplus for the purpose of transferring portions of the former K&P to the Township of South Frontenac to aid the Township's development of affordable seniors' housing;

And Further That staff be directed to negotiate the terms of a land sale with South Frontenac for part of the County owned property located in Verona from Bank Street to the Prince Charles Public School; legally described as Portland CON 1 PT Lots 1 and; 2 CON 2 PT Lots 2 AND 3 CON; 3 PT Lots 3 and 4 CON 4 PT; Lots 3 TO 7 CON 5 PT Lots 7; and

8 CON 6 PT Lot 7 CON 7; subject to the following conditions:

- Purchase part of the said property for the purposes of aiding the Township's development of affordable seniors' housing;
- The Township maintaining public access to the K&P Trail along the subject lands, including the construction of a multi-use pathway, the configuration of which would be determined through the housing development process;
- Grant an Easement in the favour of the County of Frontenac over the lands to the County of Frontenac for the purpose of access to the K&P Trail;
- Purchase the said property for \$2.00, in addition to covering all legal, surveying and/or other closing costs, including easement and registration costs.

And Further That the Clerk be directed to give public notice of Council's intention in accordance with By-law No. 17-1995.

40 - 41 b) **2019-134**
Corporate Services
Authorization to enter into an Agreement with the Eastern Ontario Regional Network (EORN) for improvements of cellular coverage in Eastern Ontario

Recommendation:

Be It Resolved That the Council of the County of Frontenac receive for information the Corporate Services – Authorization to enter into an Agreement with the Eastern Ontario Regional Network (EORN) for improvements of cellular coverage in Eastern Ontario report;

And Further That County Council authorize the Warden and Clerk to enter into an Agreement with the Eastern Ontario Regional Network (EORN) to provide \$389,750 in funding for improvements of cellular coverage in Eastern Ontario.

42 - 43 c) **2019-135**
Corporate Services
Termination of Agreement with Local Authority Services (LAS) for the provision of Closed Meeting Investigator Services

Recommendation:

Resolved That the Council of the County of Frontenac receive the Corporate Services – Termination of Agreement with Local Authority

Services (LAS) for the provision of Closed Meeting Investigator Services report;

And Further That the County of Frontenac terminate the contract with Local Authority Services (LAS) for the provision of Closed Meeting Investigator Services for the County of Frontenac, reverting to the Ontario Ombudsman as the County's default Closed Meeting Investigator.

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- d) **2019-136**
Emergency and Transportation Services
Queen's Homecoming Resources

Recommendation:

Resolved That the Council of the County of Frontenac receive the Emergency and Transportation Services – Queen's Homecoming Resources report for information;

And Further That Council direct staff to enter into discussions with Queen's University to request reimbursement for resources required to staff for Queen's Homecoming annually.

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- e) **2019-137**
Office of the Chief Administrative Officer
Fairmount Home - Bed Expansion

Recommendation:

Resolved That the Council of County of Frontenac receive the Office of the Chief Administrative Officer – Fairmount Home – Bed Expansion Decision Report;

And Further That a decision with respect to the expansion of Fairmount Home be deferred pending the completion of the Long Term Care Report in 2020 and a better understanding of the direction of the Province of Ontario with respect to the governance and operation of long term care in the context of Provincial health care reform, including the establishment of Ontario Health Teams;

And Further That the scope of the Long Term Care review be amended to include a high level analysis of the budget implication of adding an additional 32 beds to Fairmount Home.

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- f) 2019-144
 Corporate Services
Authorization to Complete a Joint Expression of Interest for Municipal

Modernization Program

Recommendation:

Be It Resolved That the Council of the County of Frontenac receive for information the Corporate Services – Authorization to complete a Joint Expression of Interest for Municipal Modernization Program;

And Further That County Council authorize staff to complete a joint submission of an expression of interest to the Municipal Modernization Program with the member municipalities in Frontenac.

54 - 55

- g) **2019-145**
 **Planning and Economic Development**
Authorization to Complete an Expression of Interest for the Municipal Modernization Program

Recommendation:

Be It Resolved That the Council of the County of Frontenac receive for information the Planning and Economic Development – Authorization to Complete an Expression of Interest for the Municipal Modernization Program;

And Further That County Council authorize staff to complete a submission of an expression of interest to the Municipal Modernization Program to complete a third party review of the Frontenac County Economic Development program.

Information Reports from the Chief Administrative Officer

56 - 73

- a) **2019-138**
Planning and Economic Development
Release of Environmental Benefit Permit – Johnston Point – County File 10CD-2014/002

74 - 80

- b) **2019-139**
Corporate Services
2019 Third Quarter Financial Summary

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

81 - 86

- a) Report of the Community Development Advisory Committee (CDAC)
That the Report received from the Community Development Advisory Committee be received and adopted.

Report of the Community Development Advisory Committee

The Community Development Advisory Committee reports and recommends as follows:

1. **2019-031**
Community Development Advisory Committee
Open Farms in Frontenac 2019

Be It Resolved That the County of Frontenac maintain its commitment to Open Farms on an annual basis.

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 Ontario's Highlands Tourism Organization Regarding the OH!Tourism Summit 2019, OHTO's 9th Annual Tourism Conference and

AGM.

[Distributed to Members of County Council October 18, 2019]

- b) From the Ministry of Municipal Affairs and Housing regarding the County's Financial Indicator Review
[Distributed to Members of County Council October 18, 2019]
- c) From the Municipality of West Elgin regarding resolution comments on the Provincial Policy Statement
[Distributed to Members of County Council October 18, 2019]
- d) Letter of Support from The Municipality of West Elgin Regarding the Resolution of the Town of the Blue Mountains
[Distributed to Members of County Council October 25, 2019]
- e) Letter of Support from The Municipality of West Elgin Regarding the Resolution of the Town of Penetanguishene
[Distributed to Members of County Council October 25, 2019]
- f) Letter from the Township of Puslinch Regarding the 2019 Provincial Policy Statement Review
[Distributed to Members of County Council October 25, 2019]
- g) Letter from the Township of Springwater Regarding Nottawasaga Valley Conservation Authority Levy
[Distributed to Members of County Council October 25, 2019]
- h) Letter from the Township of Springwater Regarding Conservation Authority Levies
[Distributed to Members of County Council October 25, 2019]
- i) Letter from the Town of Ingersoll Regarding the Support for Continuation of Mandatory and Non-Mandatory Programs of the Upper Thames River Conservation Authority (UTRCA)
[Distributed to Members of County Council October 25, 2019]
- j) Letter from the Corporation of the Township of Schreiber Regarding Budget Cuts to the Ontario Library Service-North
[Distributed to Members of County Council October 25, 2019]
- k) Email from the Condominium Authority of Ontario Regarding the MPs, MPPs and Municipal Leaders Information Kit
[Distributed to Members of County Council October 25, 2019]
- l) Letter from the Lanark Animal Welfare Society Regarding a Request for a Community Services Grant in the Amount of \$1,000 for 2020
[Distributed to Members of County Council November 1, 2019]
- m) Letter from the Corporation of the Town of Kingsville Regarding the Support of Local Health Care Services
[Distributed to Members of County Council November 1, 2019]

- n) Invitation from Queen’s University Regarding the Principal’s Community Breakfast on Friday, November 22, 2019.
[Distributed to Members of County Council November 1, 2019]
- o) Letter from the Municipality of Prescott Regarding Provincial Consultation on the Transformation of Building Services in Ontario
[Distributed to Members of County Council November 1, 2019]
- p) Letter from the Grey Sauble Conservation Authority Board of Directors Regarding Resolution No. FA-19-116
[Distributed to Members of County Council November 8, 2019]
- q) Letter from the Township of Stirling-Rawdon Regarding Municipal Liability and Insurance Costs
[Distributed to Members of County Council November 8, 2019]
- r) Letter from the Town of Wasaga Beach Regarding the Resolution from the Township of Springwater – Nottawasaga Valley Conservation Authority Levy
[Distributed to Members of County Council November 15, 2019]
- s) Letter from the Township of Perry Regarding Transforming and Modernizing the Delivery of Ontario’s Building Code
[Distributed to Members of County Council November 15, 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) 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) and c) be read a third time, signed, sealed and finally passed.

By-Laws

- 87 - 88 a) To Authorize the Warden and Clerk to Execute and Agreement for the Use of Reserves for the Eastern Ontario Regional Network (EORN) improvements of Cellular Coverage in Eastern Ontario
[Proposed By-law No. 2019-0038]
- 89 - 90 b) To declare lands legally described as Portland CON 1 PT Lots 1

and; 2 CON 2 PT Lots 2 AND 3 CON; 3 PT Lots 3 and 4 CON 4 PT; Lots 3 TO 7 CON 5 PT Lots 7; and 8 CON 6 PT Lot 7 CON 7 surplus the purpose of transferring portions of the former K&P to the Township of South Frontenac for the development of affordable seniors housing

[Proposed By-law No. 2019-0039]

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- c) To Confirm All Actions and Proceeding of County Council at its Meeting on November 20, 2019
[Proposed By-law No. 2019-0040]

Adjournment



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**Minutes of the Regular Meeting of Council
October 16, 2019**

A regular meeting of the Council of the County of Frontenac was held in the Kingston Frontenac Rotary Auditorium of the County Administrative Building, 2069 Battersea Road, Glenburnie on Wednesday, October 16, 2019 and was called to order at 9:00 a.m. Regular business commenced at 9:30 a.m.

There was a "Closed Meeting" of the Committee of the Whole from 9:00 a.m. to 9:24 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
Gale Chevalier, 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

Closed Session

Motion #: 168-19 Moved By: Councillor Martin
Seconded By: Deputy Warden Smith

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

1. Adoption of Closed Minutes of Meetings held September 18, 2019;
2. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose - as it relates to benchmarking of Fairmount Home;
3. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose - as it relates to enforcing the 2005 Agreement with the City of Kingston for the Apportionment of Costs for Joint Services;
4. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - as it relates to enforcing the 2005 Agreement with the City of Kingston for the Apportionment of Costs for Joint Services.

Carried

Motion #: 169-19 Moved By: Councillor Revill
Seconded By: Councillor Higgs

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

Carried

Approval of Addendum



Disclosure of Pecuniary Interest and General Nature Thereof

There were none.

Adoption of Minutes

a) Minutes of Meeting held September 18, 2019

Motion #: 171-19 Moved By: Councillor MacDonald
Seconded By: Councillor Doyle

Resolved That the minutes of the regular Council meeting held September 18, 2019 be adopted.

Carried

Deputations and/or Presentations

- a) Presentation to Alison Vandervelde, Community Development Officer - Economic Developer's Association of Canada 2019 Marketing Canada Award – Frontenac County for Best Event - Open Farms in Frontenac**
- b) Dr. Moore**, Medical Officer of Health, KFL&A Public Health, presented to County Council, highlights of Public Health programs and services along with an overview of the its draft 2020 budget.
- c) Mr. Lester Webb**, Chief Librarian/CEO, Kingston Frontenac Public Library, presented to County Council, highlights of the library programs and services along with an overview of the Library's draft 2020 budget.
- d) Ms. Ruth Noordegraaf** provided County Council with a presentation of the draft Housing and Homelessness Plan update and Early Years System Plan.

Proclamations

**a) GIS Day
November 13, 2019**

Motion #: 172-19 Moved By: Councillor Vandewall
Seconded By: Deputy Warden Smith

Whereas Geography Awareness Week is November 10 - 16, 2019;

And Whereas International Geographic Information System (GIS) Day is November 13, 2019;

And Whereas Geography Awareness Week promotes GIS and geographic literacy;

And Whereas GIS is an important part of geography awareness;

And Whereas the County of Frontenac is committed to expanding GIS awareness throughout the County in order to showcase real-world applications with GIS.

Now Therefore Be It Resolved That the Council of the County of Frontenac hereby proclaims November 13, 2019 as GIS Day in Frontenac County.

Carried

Move into Committee of the Whole

Motion #: 173-19 Moved By: Councillor Higgs
Seconded By: Councillor Martin

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

Carried

Council recessed at 10:31 a.m.

Council reconvened at 10:37 a.m.

Briefings

- a) Consultant Briefing:** Jared Sunderland, J. L. Richards & Associates Limited briefed County Council on the County of Frontenac Asset Condition Assessment - Building Condition Assessment Report and the Ontario Structure Inspection Manual (OSIM) K&P Trail Bridge Report.
[See Information Reports from the Chief Administrative Officer, clause a)]
- b) Mr. Kelly Pender,** Chief Administrative Officer, provided Council with his monthly CAO briefing.
- c) Ms. Megan Rueckwald,** Manager of Community Planning, briefed Council on Bill 108 regarding changes to the Planning Act and Local Planning Appeal Tribunal Act.
[See Chief Administrative Officer Information Reports, clause c)]

- d) 2019-128
Office of the Chief Administrative Officer
Canadian Infrastructure Report Card 2019**

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 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**

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

Reports from External Boards and Committees

- a) Kingston Frontenac Library Board Update - Councillor 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 KFL&A Public Health Board 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.

Reports from Advisory Committees of County Council

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**Return to Council**

Motion #: 180-19 Moved By: Councillor Vandewal  
Seconded By: Warden Higgins

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

**Carried**

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

Motion #: 181-19 Moved By: Deputy Warden Smith  
Seconded By: Councillor Higgs

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

**Carried**

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

**a) Future Format of the Annual Warden's Reception**

Motion #: 182-19 Moved By: Deputy Warden Smith  
Seconded By: Councillor MacDonald

**Whereas** municipalities across Ontario, including the County of Frontenac are faced with provincial funding cuts and budget constraints;

**And Whereas** other important and Continuing County Priorities noted in the County of Frontenac Strategic Priorities include Respect the taxpayer and keep tax increases close to the rate of inflation;

**And Whereas** the County of Frontenac is facing annual budget increases beyond the rate of inflation:

**Now Therefore Be It Resolved** That the format of the annual Warden's Reception be changed from a banquet to less formal wine and cheese reception more in line with budget constraints

**Carried**

**b) Reducing Litter and Waste in our Communities**

Motion #: 183-19 Moved By: Councillor Doyle  
Seconded By: Deputy Warden Smith

**That** the Corporation of the County of Frontenac endorse and supports the resolution of the Town of Halton Hills calling upon the Province of Ontario, through the discussion paper entitled "Reducing Litter and Waste in our Communities", to review and implement a deposit/return program for all single use plastic, aluminum and metal drink containers;

**And Further That** the Province of Ontario review current producer requirements and look for extended producer responsibility for all packaging;

**And Further** That the Province of Ontario request producers to prioritize the implementation of their new requirements in Rural Ontario as five years is too long to wait;

**And Further That** a copy of this motion be sent to the Honourable Doug Ford, Premier of Ontario; the Honourable Jeff Yurek, Minister of the Environment, Conservation, and Parks; the Honourable Steve Clark, Minister of Municipal Affairs; the Association of Municipalities of Ontario; and the Town of Halton Hills.

**Lost**

**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 the Town of Newmarket Regarding Bill 108 – More Homes, More Choice Act, 2019.  
[Distributed to Members of County Council September 20, 2019]
- b) Letter from Kingston Frontenac Public Library Regarding Minutes of Regular Meeting – June 19, 2019  
[Distributed to Members of County Council September 20, 2019]
- c) Letter from the Municipality of Mississippi Mills Regarding Reducing Litter & Waste in Our Communities  
[Distributed to Members of County Council September 20, 2019]
- d) Correspondence from Dawne Marshall regarding road safety and speed limits.  
[Distributed to Members of County Council September 27, 2019]
- e) Correspondence from AMHS-KFLA Partner providing Transformation Update #10.  
[Distributed to Members of County Council September 27, 2019]
- f) From Frontenac Transportation Services providing additional statistical data requested County Council during its budget presentation.

- g) [Distributed to Members of County Council September 27, 2019]  
From Minister Steve Clark regarding Building Code Services Transformation.  
[Distributed to Members of County Council September 27, 2019]
- h) From the Township of North Glengarry regarding Pupil Accommodation Review Guideline.  
[Distributed to Members of County Council September 27, 2019]
- i) From the Township of Springwater regarding Joint and Several Liability.  
[Distributed to Members of County Council September 27, 2019]
- j) Thank you card from Wayne Orr for gifts received on the occasion of his retirement as CAO of South Frontenac.  
[Distributed to Members of County Council September 27, 2019]
- k) From the City of St. Catharines regarding resolution providing for free menstrual products in City Facilities.  
[Distributed to Members of County Council October 11, 2019]
- l) From the Town of Penetanguishene regarding resolution concerning Municipal Amalgamation.  
[Distributed to Members of County Council October 4, 2019]
- m) News release - EOLC launches 2019 Refresh of Regional Economic Strategy.  
[Distributed to Members of County Council October 4, 2019]
- n) From the City of St. Catharines regarding resolution providing for free menstrual products in City Facilities.  
[Distributed to Members of County Council October 11, 2019]
- o) From the Town of Blue Mountains regarding resolution asking Minister Clark to create searchable database of Integrity Commissioner matters.  
[Distributed to Members of County Council October 11, 2019]
- p) Invitation from the Friends of Salmon River regarding a Phragmites Workshop.  
[Distributed to Members of County Council October 11, 2019]
- q) From the Municipality of East Ferris regarding the provision of child care at conferences.  
[Distributed to Members of County Council October 11, 2019]
- r) From the Municipality of Grey Highlands regarding resolution in support of Conservation Authority.  
[Distributed to Members of County Council October 11, 2019]

**Other Business**

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Public Question Period

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

**a) First and Second Reading**

Motion #: 184-19 Moved By: Councillor Martin  
Seconded By: Councillor Revill

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

**Carried**

**b) Third Reading**

Motion #: 185-19 Moved By: Councillor Martin  
Seconded By: Councillor Revill

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

**Carried**

**By-Laws**

- a) To amend By-law No. 2013-0020 (to govern the proceedings of the Council and its Committees, the Conduct of Members and the Calling of Meetings) as it relates to the reading of motions at Council meetings.  
[Proposed By-law No. 2019-0034]
- b) To Establish 2020 Howe Islander Ferry Fees and Fares  
[Proposed By-law No. 2019-0035]
- c) To Adopt a 2020 Legislative Response Time Performance Plan.  
[Proposed By-law No. 2019-0036]
- d) Confirmatory By-law  
[Proposed By-law No. 2019-0037]

**Adjournment**

Motion #: 186-19 Moved By: Councillor Doyle  
Seconded By: Councillor Vandewal

That the meeting hereby adjourn at 11:34 a.m.

**Carried**

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Ron Higgins, Warden

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Jannette Amini, Clerk

# Administrative Report

November 20, 2019  
Report 2019-10



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AGENDA ITEM #a)

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

# CAO Schedule

- Eastern Ontario Wardens Caucus Meeting, October 18, 2019 Lindsay
- Council Budget Presentations, October 23 and 24, County of Frontenac
- Regional Roads Interviews October 25, County of Frontenac
- RULAC, October 30, City of Kingston
- Eastern Ontario Wardens Caucus CAO's Meeting, November 14 and 15, County of Lanark, Perth
- County Council, November 20



# EOWC Updates



- EOWC CAO's Meeting November 14 and 15 – County of Lanark, Perth
  - » EOLC Update

# AMO



## Province Releases Fall Economic Statement

- The government's deficit projection for 2019-2020 has improved by \$1.3 billion. A deficit of \$9 billion is now forecast.
- Deficits of \$6.7 billion for 2020-2021 and \$5.4 billion in 2021-2022 are projected for future years.
- Ontario's net debt is now projected to reach \$353.7 billion by the end of 2019-2020.
- The value of previously announced changes to support public health and land ambulance for 2019-2020 is quantified in the background papers as \$41 million for public health and \$26 million for land ambulance. As previously announced at the AMO Conference in August, these are valuable investments in the current year, for these two key provincial-municipal cost-share programs.
- Applications are open for the Green Infrastructure stream and the Community, Culture, and Recreation stream of the Investing in Canada Infrastructure Program (ICIP) as previously announced.
- At the Rural Ontario Municipal Association conference in January 2020, the government will convene discussions on rural economic development and regional opportunities

# AMO Provincial Matters



- The Ontario government's [Regional Development Program](#) will invest more than \$100 million over four years supporting business growth in eastern and southwestern Ontario communities. The program supports eligible small and medium-sized businesses investing in new equipment and training to expand operations in these regions, and also provides support to municipalities and not-for-profit organizations investing in economic development projects. For general inquiries and questions, contact [rdp@ontario.ca](mailto:rdp@ontario.ca)



# AMCTO Legislative Updates



- Government has introduced Bill 132, *Better for People, Smarter for Business Act, 2019*, which aims to simplify and modernize regulations to lower the costs of doing business and make it easier to interact with the government.
- Government has introduced Bill 136, *Provincial Animal Welfare Services Act, 2019*. If passed, it would create a new enforcement regime resulting in the toughest penalties in the country for those who violate animal welfare laws. If passed, the PAWS Act would go into effect on January 1, 2020.



# AMCTO Updates



- **Ontario Opens up Funding Applications for Green Infrastructure Stream** Communities in Ontario with populations under 100,000 can apply for funding to help them rehabilitate infrastructure critical water, wastewater, and storm water infrastructure. Approximately \$200 million dollars is available in federal and provincial funding. Applications were due by November 12, 2019.



# November 11, 2019

Frontenac Paramedics laid a wreath during the 2019 Remembrance Day services at the Cross of Sacrifice in the City of Kingston.





### Remembrance Day November 11, 2019



### CARF accreditation survey November 14 and 15, 2019

Left photo: CARF surveyors, Linda Adamson and Matthew Bombardier.

# Communications Update



## Highlights

- Hosted the first ever Eastern Ontario Communications Conference October 17  
80 attendees (sold out!) - 16 speakers
- Media relations and social media monitoring during Queen's University Homecoming 2019
- Media relations regarding Heart Lake with local and national media including CTV National News Live
- Participated in international social media trend #TetrisChallenge featuring emergency services vehicles and staff through innovative photography

## Website traffic October

- [www.frontenacounty.ca](http://www.frontenacounty.ca) 17,705 page views
- [www.infrontenac.ca](http://www.infrontenac.ca) 5,573 page views
- [www.frontenacmaps.ca](http://www.frontenacmaps.ca) 5,103 page views

## Social media audience on October 31

|                                                                                                            |               |
|------------------------------------------------------------------------------------------------------------|---------------|
| County Facebook                                                                                            | 3,859         |
| County Twitter                                                                                             | 2,442         |
| County Instagram                                                                                           | 1,119         |
| FPS Twitter                                                                                                | 4,560         |
| Fairmount Home Facebook                                                                                    | 563           |
| Howe Island Ferry Twitter                                                                                  | 942           |
|                                                                                                            | <u>13,485</u> |
| Increase since Sept 30  | 247 followers |

### Top Tweet earned 41.1K impressions

Congratulations to Alison Shorey on her retirement after 19 years of service. Thank you for your compassion, empathy, professionalism and smile. You have touched the lives of many patients and partners.\*hle [pic.twitter.com/o9WvjHqHgL](http://pic.twitter.com/o9WvjHqHgL)



Retweets: 29, Likes: 60, Total: 697

### Top media Tweet earned 17.4K impressions

Accepting the #TetrisChallenge #inFrontenac and #YGK [pic.twitter.com/6G0xyllaSd](http://pic.twitter.com/6G0xyllaSd)



Retweets: 2, Likes: 25, Total: 117



## Frontenac County goes to the Royal Winter Fair

November 1 – 10, 2019

Staff returned last week from a long but successful week working with Frontenac Ambassadors to promote Frontenac County and local food opportunities. The County display was shared with with RTO 9 and built around a Trousdale's General Store theme.



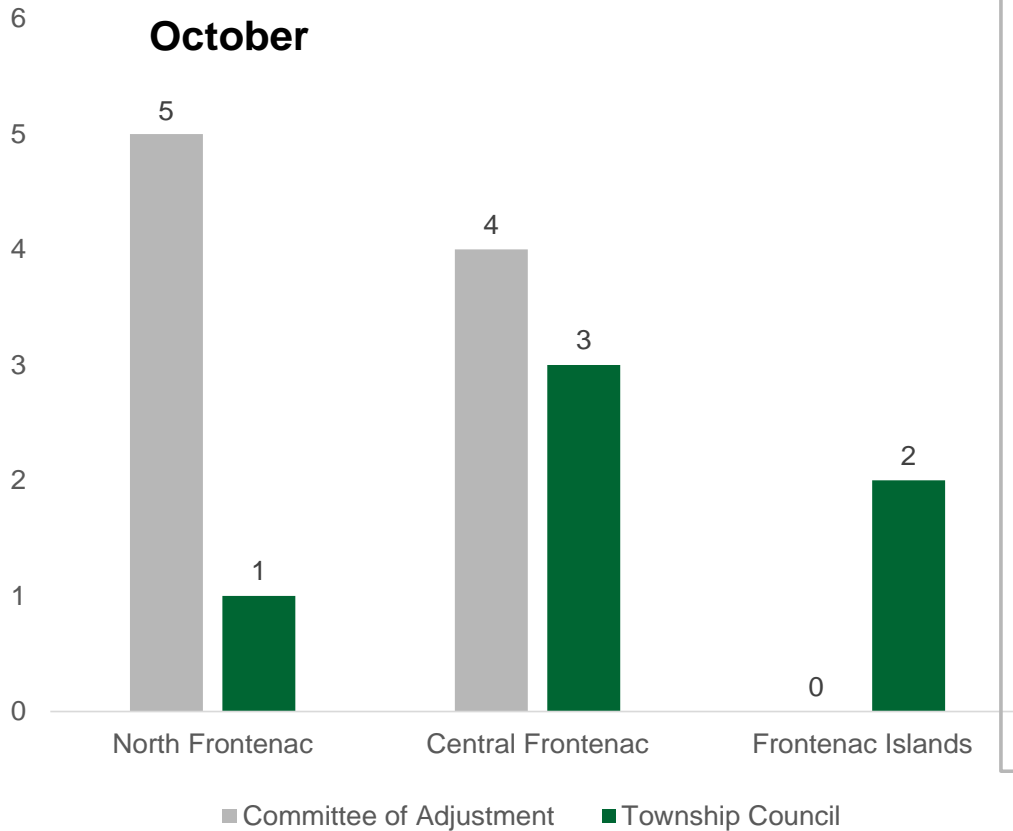


The County was successful in its application to the **Frank Cowan Company Home Town** program, receiving \$5500 towards a park bench / rest area to be constructed on the K&P Trail.

There is potential that this may set the standard for private donors to purchase and place similar infrastructure in the near future.



# Planning Update



## Department Highlights

- LEAN Implementation Team meeting in Central Frontenac
- Budget deliberations
- Attending site visits prior to the snow to move forward with development applications
- Working on complex development files:
  - Multiple easements
  - Commercial development

# Staff Updates

- Congratulations to Ryan Dixon, new Business Analyst with Corporate Services. Ryan commenced work in his new position October 21, 2019.
- Congratulations to Alison Shorey of Frontenac Paramedics who retired after 19 years of service.



**Report 2019-133**

**Council Recommend Report**

**To:** Warden and Members of Council  
**From:** Kelly J. Pender, Chief Administrative Officer  
**Prepared by:** Jannette Amini, Manager of Legislative Services/Clerk  
**Date of meeting:** November 20, 2019  
**Re: Corporate Services – Declaration of Surplus Lands for the purpose of transferring portions of the K&P Trail to the Township of South Frontenac to aid the Township’s development of affordable seniors’ housing**

---

**Recommendation**

**Be It Resolved That** the Council of the County of Frontenac accept the Corporate Services – Declaration of Surplus Lands for the purpose of transferring portions of the K&P Trail to the Township of South Frontenac to aid the Township’s development of affordable seniors’ housing report;

**And Further That** in accordance with By-law 17-1995 the Council of the County of Frontenac pass a by-law later in the meeting to declare lands identified by PIN#361460591, legally described as Portland CON 1 PT Lots 1 and; 2 CON 2 PT Lots 2 AND 3 CON; 3 PT Lots 3 and 4 CON 4 PT; Lots 3 TO 7 CON 5 PT Lots 7; and 8 CON 6 PT Lot 7 CON 7 surplus for the purpose of transferring portions of the former K&P to the Township of South Frontenac to aid the Township’s development of affordable seniors’ housing;

**And Further That** staff be directed to negotiate the terms of a land sale with South Frontenac for part of the County owned property located in Verona from Bank Street to the Prince Charles Public School; legally described as Portland CON 1 PT Lots 1 and; 2 CON 2 PT Lots 2 AND 3 CON; 3 PT Lots 3 and 4 CON 4 PT; Lots 3 TO 7 CON 5 PT Lots 7; and 8 CON 6 PT Lot 7 CON 7; subject to the following conditions:

- Purchase part of the said property for the purposes of aiding the Township’s development of affordable seniors’ housing;
- the Township maintaining public access to the K&P Trail along the subject lands, including the construction of a multi-use pathway, the configuration of which would be determined through the housing development process;
- Grant an Easement in the favour of the County of Frontenac over the lands to the County of Frontenac for the purpose of access to the K&P Trail;

- Purchase the said property for \$2.00, in addition to covering all legal, surveying and/or other closing costs, including easement and registration costs.

**And Further That** the Clerk be directed to give public notice of Council's intention in accordance with By-law No. 17-1995.

### **Background**

Since 2009, The County of Frontenac has developed approximately 55 km of the former Kingston and Pembroke rail corridor to a multi-use trail stretching from the City of Kingston to the Village of Sharbot Lake. The subject property was acquired by the County in order to provide continuous trail infrastructure through the village of Verona in South Frontenac, however the subject property resembles a roadway constructed of asphalt rather than the multi-use gravel trail that defines the Frontenac K&P Trail to the north and south of the subject property. Frontenac County's vision is that the K&P Trail form a connecting spine that establishes regional connections for Frontenac communities.

The residents of Verona are avid trail users, with many individuals engaging in walking, cycling, commuting or other activities along the corridor. The County has a partnership with the Verona Community Association who have contributed to the development of the Verona Trailhead access point, located south of the lands that are subject to this report.

### **Comment**

The Township of South Frontenac is proposing to develop affordable seniors housing in Verona. The project is contingent upon South Frontenac acquiring a portion of the K&P Trail in Verona from Bank Street to the Prince Charles Public School from the County of Frontenac, over which the Township currently has a vehicular right of way. With the proposed land transfer South Frontenac will take possession and maintenance of the property. A copy of the request by the Township of South Frontenac is attached to this report as Appendix A.

Pursuant to Section 2 a) and c) of By-law 17-1995, being a by-law to Establish Procedures Governing the Sale of Real Property, prior to the sale of any real property owned by the County, Council is required to pass a by-law or resolution in open session to declare the property surplus. In order to meet the notice provisions of Section 3 of the By-law, third reading of the proposed by-law to declare the lands surplus will take place at the December 18, 2019 Council meeting. Section 2 b), being the requirement to obtain no sooner than one year before the sale at least one appraisal of the fair market value of the land is not required when selling land to any municipality, or when the lands were formally used for railway branch lines if sold to an owner of abutting lands.

This portion of the K&P Trail being requested by South Frontenac is essentially a road, and is currently maintained as a road by the Township. A copy of the site map of the lands is attached to this report as Appendix B. Staff have no issue with transferring the property to South Frontenac provided that the County retains the right of access by South Frontenac granting an easement to the County, including the registration of said easement. Staff have recommended that one of the conditions subject to the sale of these lands to the Township is that the Township re-establish and maintain the K&P

Trail as a multi-use pathway on the said lands and that the County is able to make the appropriate trail “enhancements” including ones supported by Trans Canada Trail as required.

**Strategic Priorities Implications**

**Priority 2 Explore new funding sources and invest wisely in critical long-term infrastructure.**

- 2.1 To meet the needs of future capital projects, explore new sources of funding support (current and future programs), cost-sharing options and other potential economies.

**Priority 3 Champion and coordinate collaborative efforts with partners to resolve complex problems otherwise beyond the reach of individual mandates and jurisdictions.**

- 3.1 Work with the townships, other municipalities and levels of government **on broad infrastructure issues** — ranging from environmental concerns to regional transportation strategies for residential, social and economic purposes, and access to funding.

**Financial Implications**

All costs associated with the property transaction will be covered by the Township of South Frontenac.

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

Township of South Frontenac  
Richard Allen, Manager of Economic Development  
Kevin Farrell, Manager of Continuous Improvement/GIS  
Susan Brant, Director of Corporate Services/Treasurer  
Trans Canada Trail (The Great Trail)  
Residents of Verona



**TOWNSHIP OF SOUTH FRONTENAC  
OFFICE OF THE CAO**

4432 George St, Box 100  
Sydenham ON, K0H 2T0  
613-376-3027 Ext 2225 or 1-800-559-5862  
ncarbne@southfrontenac.net



Monday, November 4, 2019

Jannette Amini  
Manager of Legislative Services/Clerk  
County of Frontenac  
VIA EMAIL

Dear Ms. Amini,

RE: Request to Acquire Portion of K&P Trail in Verona

In follow up to our meeting on Friday, October 25, 2019, please accept this letter as the Township's formal expression of interest in acquiring a portion of the K&P Trail in Verona from Bank Street to the Prince Charles Public School, to aid in the Township's development of affordable seniors' housing.

The attached mapping shows the subject property, identified by PIN#102908009020900, with the legal description: Portland CON 1 PT Lots 1 and; 2 CON 2 PT Lots 2 AND 3 CON; 3 PT Lots 3 and 4 CON 4 PT; Lots 3 TO 7 CON 5 PT Lots 7; and 8 CON 6 PT Lot 7 CON 7.

The Township proposes acquiring the land for the purchase price of \$2.00, in addition to covering all legal, surveying and/or other closing costs.

The acquisition would also be subject to the Township maintaining public access to the K&P Trail, the configuration of which would be determined through the housing development process, and to the granting of an easement over the lands to the County of Frontenac for that purpose.

Please don't hesitate to contact me should you have any questions about this proposal. The Township looks forward to working with the County of Frontenac on this valuable initiative, and to undertaking the next steps in this process.

Sincerely,

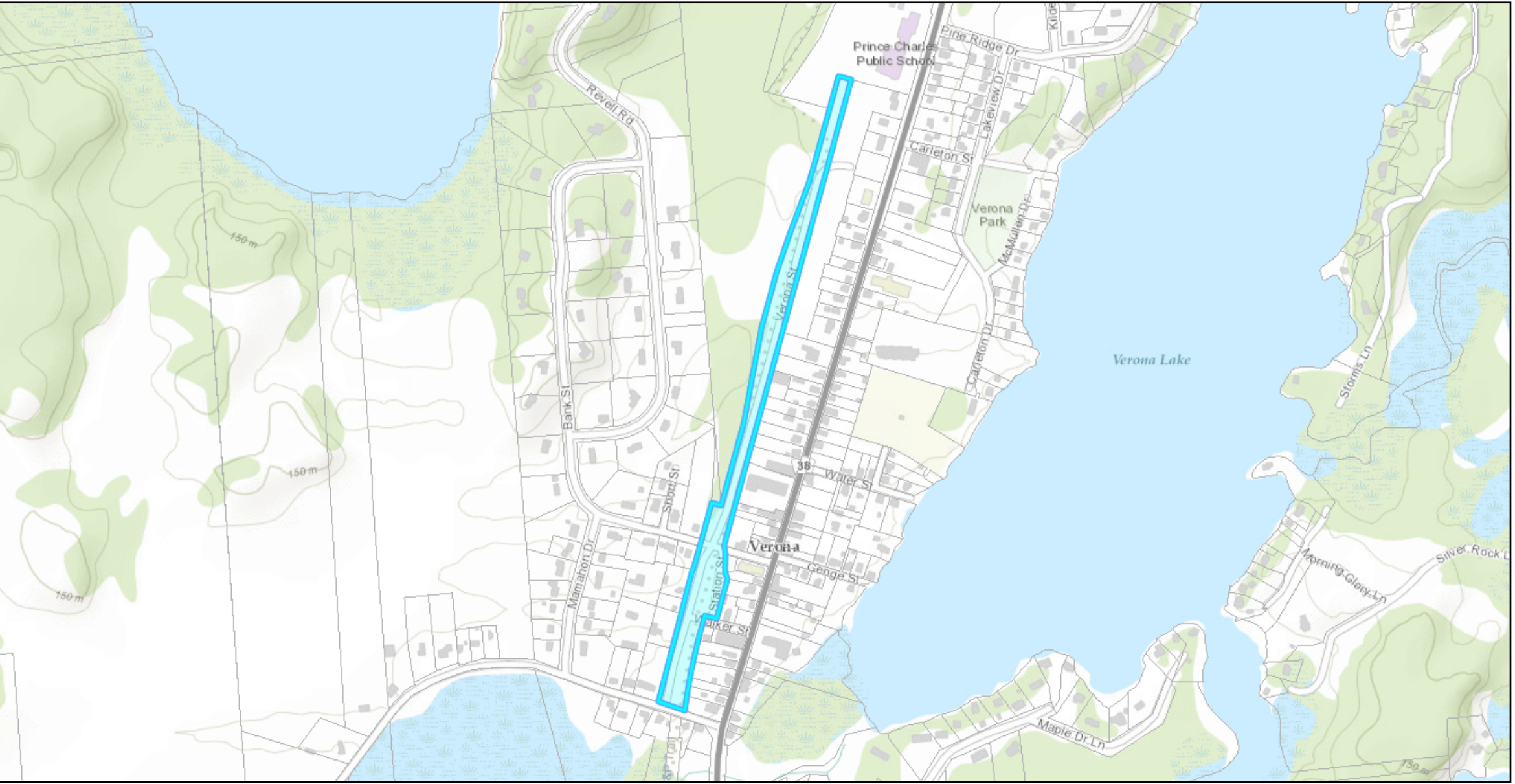
A handwritten signature in cursive script, appearing to read "Neil Carbone".

Neil Carbone  
Chief Administrative Officer  
Township of South Frontenac

cc. Ron Vandewal, Mayor, Township of South Frontenac  
Angela Maddocks, Clerk, Township of South Frontenac  
Kelly Pender, Chief Administrative Officer, County of Frontenac

Encl.

[www.southfrontenac.net](http://www.southfrontenac.net)  
Our strength is our community.





**Report 2019-134**

**Recommend Report to Council**

**To:** Warden and Members of County Council  
**From:** Kelly J. Pender, Chief Administrative Officer  
**Prepared by:** Jannette Amini, Manager of Legislative Services/Clerk  
**Date of meeting:** November 20, 2019  
**Re:** **Corporate Services – Authorization to enter into an Agreement with the Eastern Ontario Regional Network (EORN) for improvements of cellular coverage in Eastern Ontario**

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**Recommendation**

**Be It Resolved That** the Council of the County of Frontenac receive for information the Corporate Services – Authorization to enter into an Agreement with the Eastern Ontario Regional Network (EORN) for improvements of cellular coverage in Eastern Ontario report;

**And Further That** County Council authorize the Warden and Clerk to enter into an Agreement with the Eastern Ontario Regional Network (EORN) to provide \$389,750 in funding for improvements of cellular coverage in Eastern Ontario.

**Background**

At its regular meeting held May 16, 2018, Council supported the funding request from the Eastern Ontario Regional Network (EORN) for the Cell Gap Capacity Expansion Project in the 2019 County budget in the amount of \$400,000, with the final funding to be determined as part of the 2019 budget process.

On July 17, 2019, Council, through the consideration of [Report 2019-089](#), passed resolution 131-19 which, among other things, approved \$250,000 in 2019 to the EORN Cell Gap Project from the Municipal Modernization Fund. On October 16, 2019, Council, through the consideration of [Report 2019-120](#) Council passed resolution 176-19 which approved the remaining \$139,750 in funding to be funded from the Stabilization reserve.

**Comment**

As part of resolution 176-19, Council approved the Prepayment Option being offered by EORN which would see the County receiving an interest payment on the declining balance

for a period of three years (3) at the rate of 5% per annum from the date of the investment to the date that the payment would otherwise be due.

EORN has been advised of the County's decision on its choice of payment option and is currently working on finalizing agreements to be sent to all participating municipalities for execution. Staff are bringing this report to Council as authorization is required by Council to enter into an agreement with EORN regarding this matter.

**Strategic Priority Implications**

- 1.1 Provide committed leadership and continuing support to the long-term regional plan to enhance broadband and cell service.
- 1.2 Refine and invest in efforts to accelerate economic development – to grow businesses, attract more visits and expand the tax base.

**Financial Implications**

There are no financial implications directly associated with this report.

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

Susan Brant, Director of Corporate Services/Treasurer



**Report 2019-135**

**Recommend Report to Council**

**To:** Warden and Members of County Council  
**From:** Kelly Pender, Chief Administrative Officer  
**Prepared by:** Jannette Amini, Manager of Legislative Services/Clerk  
**Date of meeting:** November 20, 2019

**Re: Corporate Services – Termination of Agreement with Local Authority Services (LAS) for the provision of Closed Meeting Investigator Services**

---

**Recommendation**

**Resolved That** the Council of the County of Frontenac receive the Corporate Services – Termination of Agreement with Local Authority Services (LAS) for the provision of Closed Meeting Investigator Services report;

**And Further That** the County of Frontenac terminate the contract with Local Authority Services (LAS) for the provision of Closed Meeting Investigator Services for the County of Frontenac, reverting to the Ontario Ombudsman as the County's default Closed Meeting Investigator.

**Background**

Under Section 239 of the *Municipal Act, 2001*, as amended, any person is able to request that an investigation be undertaken with respect to whether a municipality has complied with closed meeting rules. Municipalities may appoint a closed meeting investigator or in the absence of an appointee the Ontario Ombudsman will assume the role.

In 2008 when this requirement came into force, County Council appointed an independent investigator for three concurrent two year terms. Since 2014 the County has contracted with AMO's Local Authority Services (LAS) for Closed Meeting Investigation Services. The cost to contract with LAS is approximately \$350 per year with an additional charge of \$225 per hour investigation fee.

**Comment**

On October 18, 2019, the LAS Board approved LAS to enter into a service partnership agreement with a new partner in the provision of Closed Meeting Investigative Services, effective January 1, 2020 and are currently in the process of developing an

agreement with its new partner, as well as working on a transition plan with its current provider Amberley Gavel.

LAS has advised its current participants that once the contract with the new provider is finalized, it will provide more details including, announcing the name of provider as well as any changes in retainer.

At a recent meeting of the EOWC Clerks group, closed meeting investigation services were discussed. It was noted that most have now terminated agreements with LAS and are defaulting to the Ontario Ombudsman, with Lennox and Addington noting that one of its lower-tier municipalities sent a complaint to the LAS for investigation in 2018 and has yet to receive any type of response.

Currently, of the County's four member municipalities, the Township of North Frontenac and the Township of Central Frontenac currently default to the Ontario Ombudsman. The Township of Frontenac Islands, similar to the County, used LAS; however will be terminating the agreement and defaulting to the Ontario Ombudsman starting January 1, 2020. The Township of South Frontenac uses the services of LAS.

The County of Frontenac has not had any closed meeting complaints in the time that the legislation has been in effect.

#### **Strategic Priorities Implications**

Good governance and legislative compliance falls under Other Important and Continuing County Priorities, specifically:

- Continually improve customer and financial services.
- Maintain a strong organization and positive work culture through leadership, human resources, training and development, physical and IT infrastructure, and partnerships.

#### **Financial Implications**

There is no cost associated with defaulting to the Ontario Ombudsman. In addition, should a request be made for a closed meeting investigation, there is no hourly investigation costs to the County. This saves the County \$350 annually in the operating budget and eliminates the need for allocating \$5,200 to cover the cost of an investigation should one be requested.

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

Susan Brant, Director of Corporate Services/Treasurer  
EOWC Clerk's Group  
Member Municipalities



**Report 2019-136**

**Council Recommend Report**

**To:** Warden and Council  
**From:** Kelly Pender, Chief Administrative Officer  
**Prepared by:** Gale Chevalier, Chief/Director  
Emergency and Transportation Services  
**Date of meeting:** November 20, 2019  
**Re:** Queen's Homecoming Resources

**Recommendation**

**Resolved That** the Council of the County of Frontenac receive the Emergency and Transportation Services – Queen's Homecoming Resources report for information;

**And Further That** Council direct staff to enter into discussions with Queen's University to request reimbursement for resources required to staff for Queen's Homecoming annually.

**Background**

Each October, Queen's University hosts its annual Homecoming weekend. Every year Frontenac Paramedics upstuffs Paramedics and Superintendent resources in order to provide adequate coverage for both the Homecoming events, as well as the regular call volume that occurs during this time.

The antics that occur in the University District during this event are well documented in the media and include individuals on roof tops, damaging vehicles, climbing telephone poles, and crowd-surfing. In many cases excessive amounts of alcohol are consumed and there are increased calls for Paramedic assistance for injuries and intoxicated individuals.

Despite attempts by Kingston Police to mitigate parties, including the use of the new City of Kingston's Nuisance Party Bylaw and the University District Safety Initiative, the ambulance call volume during Homecoming remains high.

Additional costs were incurred in 2018 when a student urinated in one of our equipment bags. In 2019, a Paramedic was physically assaulted by an allegedly intoxicated student.

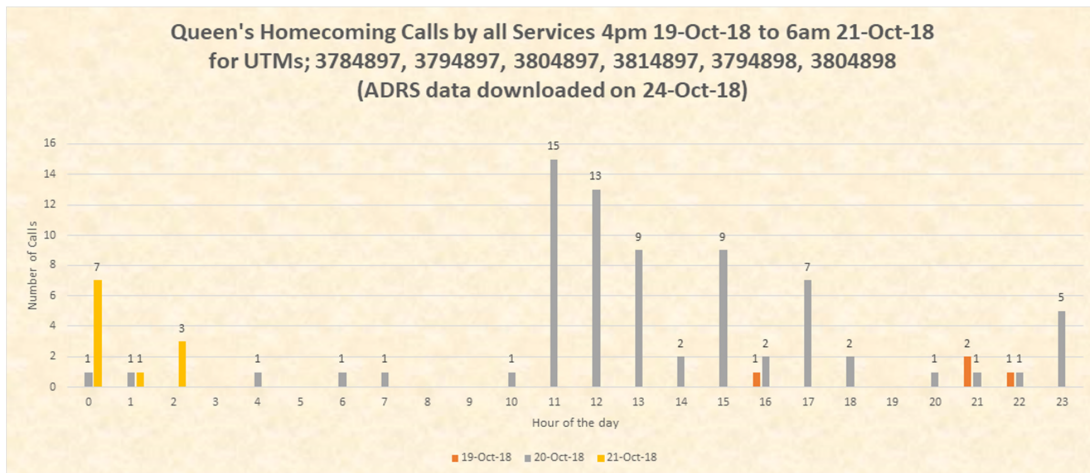
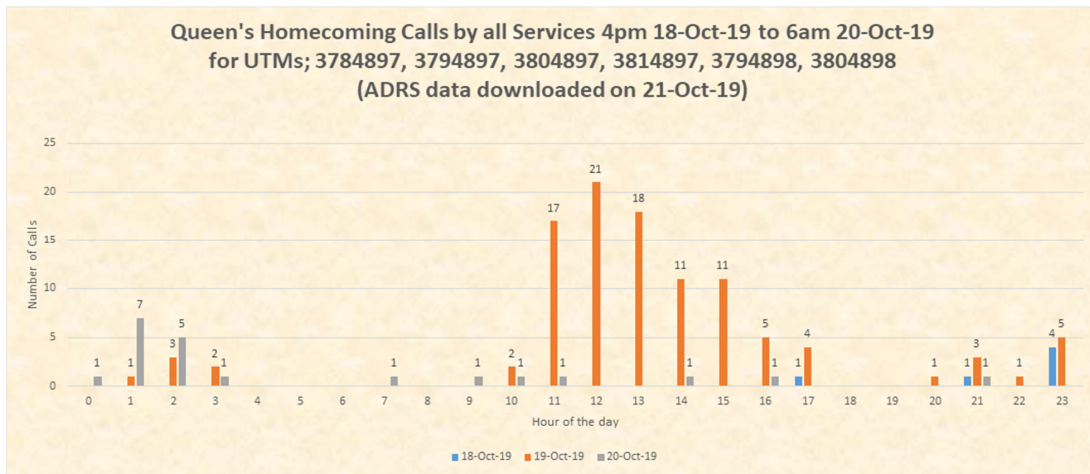
This picture was taken during the Saturday afternoon of the 2019 Homecoming at Kingston General Hospital.



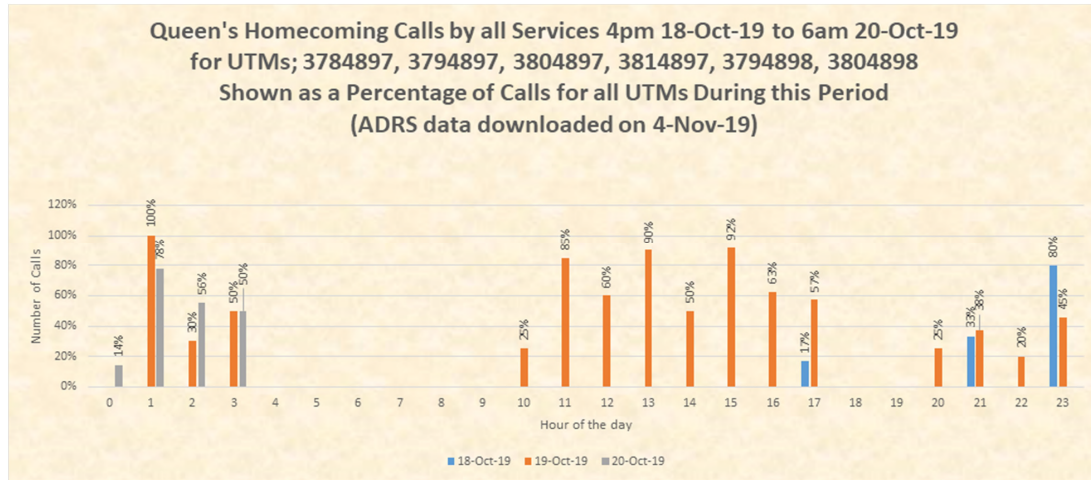
**Comment**

Call volumes are significantly increased during Homecoming Weekend. The charts below depict all calls done in the University District, by hour of the day, related to Homecoming from Friday afternoon until Sunday morning for both 2018 and 2019.

Call volume begins to rise late evening Friday and increases significantly on Saturday throughout the day related to events including the “Pancake Keggers”, the football game and the Aberdeen Street party. Call volume remains increased into the early morning hours of Sunday.



The graph below shows the percentage of overall call volume, by hour, related to Queen’s Homecoming. It illustrates a significant amount of call volume, particularly on Saturday, is directly related to Queen’s Homecoming.



Every year, Frontenac Paramedics incurs significant expenses related to Homecoming. It is necessary to up-staff ambulances to meet the increased call volume. Meal breaks are frequently missed due to high call volumes resulting in meal premiums being paid as per the Collective Agreement. As well, shift overruns occur due to crews not being able to get back to their station at the end of shift.

The expenses incurred are not reimbursed by Queen’s University and come out of the annual overtime budget, impacting Frontenac Paramedic’s ability to cover overtime shifts for occurrences such as adverse weather, long-distance transfers or other community events.

The costs incurred for 2019 are shown below:

| Standard Cost/Hour |       |            | \$54.63           |
|--------------------|-------|------------|-------------------|
|                    | Hours | Multiplier | Dollars           |
| Meal Premium       | 54.42 | 0.5        | \$ 1,486.52       |
| Shift Overrun      | 22.5  | 1.5        | \$ 1,843.81       |
| OT                 | 12    | 1.5        | \$ 983.37         |
| Upstaffing         | 91.3  | 1          | \$ 4,987.86       |
| <b>Total</b>       |       |            | <b>\$9,301.56</b> |

Queen’s University has been providing funding to Kingston Police to help cover the costs of Homecoming. Due to the significant recurrent expenses incurred by Frontenac Paramedics each year, it is recommended that the County enter into discussions with Queen’s University to request funding to support the required resources.

**Strategic Priorities Implications**

**3) Champion and coordinate collaborative efforts with partners to resolve complex problems otherwise beyond the reach of individual mandates and jurisdictions:**

- Continue to pursue collaborative opportunities to achieve service and cost efficiencies and other economies through cost-sharing and shared services.

**Other Important and Continuing County Priorities:**

- Respect the taxpayer and keep tax increases close to the rate of inflation.

**Financial Implications**

None at this time.

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

Susan Brant, Director of Corporate Services/Treasurer

Alex Lemieux, Deputy Treasurer

Marc Goudie, Deputy Chief of Performance Standards



**Report 2019-137**

**Council Recommend Report**

**To:** Warden and Members of Council

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

**Prepared by:** Kelly Pender, Chief Administrative Officer  
Lisa Hirvi, Administrator Fairmount Home

**Date of meeting:** November 20, 2019

**Re:** **Office of the Chief Administrative Officer – Fairmount Home –  
Bed Expansion**

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**Recommendation**

**Resolved That** the Council of County of Frontenac receive the Office of the Chief Administrative Officer – Fairmount Home – Bed Expansion Decision Report;

**And Further That** a decision with respect to the expansion of Fairmount Home be deferred pending the completion of the Long Term Care Report in 2020 and a better understanding of the direction of the Province of Ontario with respect to the governance and operation of long term care in the context of Provincial health care reform, including the establishment of Ontario Health Teams;

**And Further That** the scope of the Long Term Care review be amended to include a high level analysis of the budget implication of adding an additional 32 beds to Fairmount Home.

**Background**

At the February 21, 2018 meeting of County Council, [Report 2018-028](#) was provided to Council that resulted in the following motion being approved:

**Resolved That** the Council of the County of Frontenac receive the Office of the Chief Administrative Officer – Long Term Care Bed Capacity report;

**And Further That** the Administrator, Chief Administrative Officer and Director of Corporate Services/Treasurer further investigate proceeding with an application for

increased Long-Term Care Bed Capacity in response to the recent call for submissions from the Ministry of Health and Long-Term Care;

**And Further That** if feasible, submit an application for consideration by the Ministry prior to the March 2, 2018 deadline.

**And Further That** is understood that the application does not commit the County to further expenditures without further reporting from staff and direction from Council.

An application for an additional 32 beds was subsequently completed and submitted to the Province in accordance with the direction provided by Council.

On October 1, 2019 we were provided with formal notice from the Ministry of Long Term Care that this application will not be considered.

On October 30, 2019 we were again contacted by the Ministry and asked if the County would be interested in re-submitting the application.

The Province of Ontario has committed to the development of 15,000 new long term care beds in the Province.

### **Comment**

The addition of 32 new beds would expand Fairmount Home to 160 beds and bring a number of efficiencies to the operation of the Home. Most particularly the distribution of administrative and facility operations staff across a larger number of beds.

Since the initial application in 2018, the future of health care and long term care in Ontario has been under significant review and the subject of uncertainty, including the future of funding and the role of Ontario health teams.

Given the long delay in the funding announcement and ultimately the rejection of our application, staff recommended a review of Fairmount Home in 2020. At the July 17, 2019 meeting of County Council, a motion was approved regarding a number of projects to be funded through the Provincial Municipal Modernization Fund (MMF), including this project:

#### **1. Long Term Care Review**

**Description:** Review current Fairmount Home operations and compare against long term care best practices for resident care and staffing models. Benchmark against similar size homes. Provide recommendations regarding changes to operating model. Review progress related to the goal of four hours of care per resident and make recommendations. Investigate efficiencies related to expansion. Analysis of administration and support services costs. Prepare Fairmount for dealing with increased acuity of residents and recommend potential area(s) for specialization. Review/recommend alternative funding and partnership

opportunities. Develop a five (5) year pro forma budget incorporating preferred operations model.

We suggest that an invitation be extended to the City of Kingston (Rideaucrest) to participate in the review (at their own expense), in order to share learning and best practices.

**Cost:** \$70,000 – entirely funded by the MMF

**Time Frame:** 2020 (subject to reconsideration depending upon Provincial direction)

**Provincial Target Area:** Service delivery review, efficiency

While the need is still present and the demand for long term care is only increasing, it is the recommendation of staff that further consideration of an expansion application be deferred pending the outcome of the 2020 Long Term Care Review of Fairmount Home. It will also be important to have a clear understanding of the intent and direction of long term care governance and operations under the new Ontario Health Team model currently being implemented by the Province.

Staff recommend that the scope of the review be expanded to include budget analysis of the efficiencies to be gained through the addition of 32 new beds. This will provide Council with a better idea of the implications of an expansion.

### **Strategic Priority Implications**

- 1.1 To meet the needs of future capital projects, explore new sources of funding support (current and future programs), cost-sharing options and other potential economies
- 1.2 Design a framework, explore options and initiate plans for development of a long-term care facility that will meet Fairmount Home's mandate
- 2.3 Continue to pursue collaborative opportunities to achieve service and cost efficiencies and other economies

### **Financial Implications**

There are no financial implications with this report if the staff recommendation is accepted.

Should Council wish to make an application for additional beds, some expenses are anticipated in revising the application.

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

Ministry of Long-Term Care



**Report 2019-144**

**Recommend Report to Council**

**To:** Warden and Members of County Council  
**From:** Kelly J. Pender, Chief Administrative Officer  
**Prepared by:** Susan Brant, Director of Corporate Services/Treasurer  
**Date of meeting:** November 20, 2019  
**Re:** **Corporate Services – Authorization to Complete a Joint Expression of Interest for Municipal Modernization Program**

---

**Recommendation**

**Be It Resolved That** the Council of the County of Frontenac receive for information the Corporate Services – Authorization to complete a Joint Expression of Interest for Municipal Modernization Program;

**And Further That** County Council authorize staff to complete a joint submission of an expression of interest to the Municipal Modernization Program with the member municipalities in Frontenac.

**Background**

On November 1<sup>st</sup> 2019, the Honourable Steve Clark, Minister of Municipal Affairs and Housing announced the opening of the new Municipal Modernization Program. This program is available to the 405 small and rural municipalities that received a Municipal Modernization payment in March 2019,

Further information was received on November 12<sup>th</sup> on the program. The program is to be available until 2023 with the first intake of the program being focused on municipal service delivery expenditures by independent third-party reviewers. The work on the first intake needs to be completed by June 30, 2020. Future intakes of the program will provide an opportunity to implement projects aimed at service delivery efficiencies and cost savings.

Eligible municipalities can apply individually or collectively with other eligible municipalities.

Below is a summary of the program timelines:

- **November 22<sup>nd</sup>** – Deadline to advise Municipal Service Office of intention to apply
- **December 6<sup>th</sup>** – Deadline for submission of Expression of Interest

- **January-February 2020** – If approved, enter into a transfer payment agreement
- **June 15<sup>th</sup>, 2020** – Submit third-party draft report to the ministry
- **June 30<sup>th</sup>, 2020** – Post final third-party report on website and submit to ministry

**Comment**

A service delivery review focused on taking a regional approach in reviewing operational services to identify efficiencies and best use of limited resources. County and lower tier staff met on Friday, November 15 to consider a joint application and although the specific terms of reference for a joint Request for Proposal would need to be further discussed, the group was supportive of a joint submission.

**Strategic Priority Implications**

- 3.1 Work with townships, other municipalities and levels of government on broad infrastructure issues – ranging from environmental concerns to regional transportation strategies for residential, social and economic purposes, and access to funding.
- 3.3 Continue to pursue collaborative opportunities to achieve service and cost efficiencies and other economies through cost-sharing and shared services.

**Financial Implications**

There are no financial implications directly associated with this report.

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

County Chief Administrative Officers  
Louise Fragnito, Director of Corporate Services/Treasurer  
Michael McGovern, Treasurer  
Kelly Watkins, Treasurer



**Report 2019-145**

**Recommend Report to Council**

**To:** Warden and Members of County Council  
**From:** Kelly J. Pender, Chief Administrative Officer  
**Prepared by:** Richard Allen, Manager of Economic Development  
**Date of meeting:** November 20, 2019  
**Re:** **Planning and Economic Development – Authorization to Complete an Expression of Interest for the Municipal Modernization Program**

---

**Recommendation**

**Be It Resolved That** the Council of the County of Frontenac receive for information the Planning and Economic Development – Authorization to Complete an Expression of Interest for the Municipal Modernization Program;

**And Further That** County Council authorize staff to complete a submission of an expression of interest to the Municipal Modernization Program to complete a third party review of the Frontenac County Economic Development program.

**Background**

On November 1<sup>st</sup> 2019, the Honourable Steve Clark, Minister of Municipal Affairs and Housing announced the opening of the new Municipal Modernization Program. This program is available to the 405 small and rural municipalities that received a Municipal Modernization payment in March 2019,

Further information was received on November 12<sup>th</sup> on the program. The program is to be available until 2023 with the first intake of the program being focused on municipal service delivery expenditures by independent third-party reviewers. The work on the first intake needs to be completed by June 30, 2020. Future intakes of the program will provide an opportunity to implement projects aimed at service delivery efficiencies and cost savings.

Eligible municipalities can apply individually or collectively with other eligible municipalities.

Below is a summary of the program timelines:

- **November 22<sup>nd</sup>** – Deadline to advise Municipal Service Office of intention to apply
- **December 6<sup>th</sup>** – Deadline for submission of Expression of Interest

- **January-February 2020** – If approved, enter into a transfer payment agreement
- **June 15<sup>th</sup>, 2020** – Submit third-party draft report to the ministry
- **June 30<sup>th</sup>, 2020** – Post final third-party report on website and submit to ministry

**Comment**

A service delivery review focused on the existing regional approach to Economic Development in order to make best use of limited resources. The County’s Economic Development Department has taken several new responsibilities in recent years including development and management of the Frontenac K&P Trail, Tourism and Visitor Attraction, the Frontenac Brand and the Frontenac Ambassador program. A third party review will establish benchmarks and Key Performance Indicators as well as create a roadmap to achieving clear service priorities across the region, as well as the roles of the County, the Townships and other partners in achieving those goals.

**Strategic Priority Implications**

**Priority 1: Build community vitality and resilience**

Sub-Priority 1.2 focuses on refining and investing in efforts to accelerate economic development — to grow businesses, attract more visits and expand the tax base. Part of the operational direction for this priority is to continue with current economic development programs including Trail Asset programs.

**Financial Implications**

There are no financial implications directly associated with this report.

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

Planning and Economic Development  
Frontenac County Member Municipalities  
Frontenac Community Futures Development Corporation



**Report 2019-138**

**Information Report to Council**

**To:** Warden and Council Members of the County of Frontenac  
**From:** Kelly J. Pender, Chief Administrative Officer  
**Prepared by:** Joe Gallivan, Director, Planning & Economic Development  
Jannette Amini, Manager of Legislative Services/Clerk  
**Date of meeting:** November 20, 2019

**Re: Planning and Economic Development – Release of Environmental Benefit Permit – Johnston Point – County File 10CD-2014/002**

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**Recommendation**

This report is for information only. The intent of the report is to provide a copy of the recently obtained Benefit Permit #PT-C-001-16 to the members of County Council; the issuance of a benefit permit was a required condition of draft plan approval of the Johnston Point plan of vacant land condominium.

**Background**

On June 28, 2016, the Ontario Municipal Board (OMB) issued a formal order approving Johnston Point plan of vacant land condominium. The order approved the creation of 15 residential units with four blocks on a 91 acre peninsula of land located along the north shore of the east basin of Loughborough Lake in the Township of South Frontenac ([OMB Case # PL150246](#)). One of the conditions of draft plan approval requires that the owners consult with the Ministry of Natural Resources and Forestry on species at risk and incorporate all recommendations of a benefit permit, if required. The condition read as follows:

- D.** The owner shall confirm that MNRF have been consulted on all species at risk issues and that the Declaration and the Vacant Land Condominium Agreement shall incorporate all recommendations from the MNRF included in any Benefit Permit, if issued, related to Gray Rat Snakes and Blandings Turtles or any other species at risk identified.

The environmental benefit permit for the draft approved plan of condominium was issued by the Ministry of Natural Resources and Forestry on November 14, 2018 (Permit # PT-C-001-16). When the County approached the Ministry and requested a copy of the permit, the County was informed that the Ministry procedures did not permit the permit

to be shared with the County nor the Township of South Frontenac. As such, the County filed a Freedom of Information and Protection of Privacy Act request to obtain a copy of the permit.

In January, 2019 the County formally requested a copy of Permit #PT-C-001-16 under the *Freedom of Information and Protection Privacy Act* (FIPPA). A redacted version of the Benefit Permit was released to the County of Frontenac on October 29, 2019 (attached). Since the approval of the Benefit Permit in 2018, the approval authority for permits has shifted from the Ministry of Natural Resources and Forestry to the Ministry of the Environment, Conservation and Parks.

The permit provided to the County of Frontenac by the Ministry is a redacted version of the complete permit. The County has been informed by the Ministry that redacted sections in the permit are a combination of those redacted by the Ministry and by a third party with an interest in the permit. It is planning staff's understanding that the Ministry redacted information that could indicate the placement of species at risk or their habitat. Additional information related to Freedom of Information requests can be found on the Province's [How to make a Freedom of Information request](#) webpage. For further questions the Ministry can be contacted by phone at 1-800-668-9933 or through the [online portal](#).

#### **Endangered Species Act Submission Standards**

The *Endangered Species Act, 2007*, S.O. 2007 provides a scientific based assessment of species across Ontario to provide legal protection for endangered or threatened species and their habitat. Section 17 Permits of the *Endangered Species Act* permits the Minister to issue a permit to a person that, with respect to a species specified in the permit that is listed on the Species at Risk in Ontario List as an extirpated, endangered or threatened species, authorizes the person to engage in an activity specified in the permit that would otherwise be prohibited. Overall benefit is grounded in protection and recovery of the species at risk and must include more than steps to minimize adverse effects on the protected species or habitats. More information about the benefit permit can be found in the [Ministry's Endangered Species Act Submission Standards](#).

#### **Enforcement**

Benefit Permit #PT-C-001-16 is issued under the *Endangered Species Act*. While the permit is referenced in the conditions of draft plan approval for the Johnston Point plan of vacant land condominium, compliance and enforcement of the permit is under the *Endangered Species Act*.

The County and the Township of South Frontenac do not have the statutory authority to enforce benefit permits. Only the Minister of the Environment, Conservation and Parks or their designates can issue, inspect and/or enforce benefit permits.

The applicant is aware that it is their sole responsibility to comply with the conditions of permit #PT-C-001-16 issued November 14, 2018.

The Ministry of Environment, Conservation and Parks have provided to the County the contact information for reporting concerns with potential impact to species at risk and their habitat by contacting the reporting hotline at 1-866-MOETIPS (6638477), available 24/7. More information can be found on the [Ministry's Information webpage](#), including the information that will be collected and assessed by an Environmental Officer. General inquiries related to species at risk in Ontario can be sent to [sarontario@ontario.ca](mailto:sarontario@ontario.ca).

**Conclusion**

It is the responsibility of the owner to ensure that the conditions of Benefit Permit #PT-C-001-16 are met and that the conditions of draft plan approval are fulfilled. The Ministry of the Environment, Conservation and Parks is the Ministry responsible for the enforcement of the permit; the County and Township of South Frontenac do not have the statutory authority to enforce benefit permits.

**Financial Implications**

There are no financial implications associated with this report.

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

Township of South Frontenac (The agenda with the report has been forwarded to the Township)

Ministry of Environment, Conservation and Parks

Information and Privacy Commissioner of Ontario

**Attachment**

Benefit Permit #PT-C-001-16

Ministry of the Environment,  
Conservation and Parks

Ministère de l'Environnement,  
de la Protection de la nature et des  
Parcs



Office of the Minister

Bureau du ministre

77 Wellesley Street West  
11th Floor, Ferguson Block  
Toronto ON M7A 2T5  
Tel.: 416.314.6790  
Fax: 416.314.6748

77, rue Wellesley Ouest  
11<sup>e</sup> étage, édifice Ferguson  
Toronto (Ontario) M7A 2T5  
Tél. : 416 314-6790  
Télééc. : 416 314-6748

**PERMIT UNDER clause 17(2)(c) of  
THE ENDANGERED SPECIES ACT, 2007**

**Permit #: PT-C-001-16**

**Issued to:** [REDACTED]

**Location:** The project location is part of Lots 23 and 24, Concessions 6 and 7 in the Township of South Frontenac, County of Frontenac that is within the "Project Boundary" outlined in Appendix B (the "Location").

**Description of the Project:** The construction of 15 condominium lots at the Location including dwellings, septic fields, driveways and outbuildings, and their maintenance (the "Project").

**Term:** This permit comes in to force on the date it is issued and expires on the 20<sup>th</sup> anniversary of that date (the "Term").

1. **Authority.** This permit is issued to the Corporation under clause 17(2)(c) of the Endangered Species Act, 2007 (ESA, 2007).
2. **Application to Species.** This permit applies to Blanding's Turtle (*Emydoidea blandingii*) and Gray Ratsnake (Frontenac Axis population) (*Pantherophis spiloides*) both of which are species listed as threatened on the Species at Risk in Ontario (SARO) List in Ontario Regulation 230/08.
3. **Authorization.** This permit authorizes the Corporation to engage in the following activities that would otherwise be prohibited by section 9 & 10 of the ESA, 2007:
  - (a) [REDACTED] of Blanding's Turtle and Gray Ratsnake; and
  - (b) [REDACTED] Blanding's Turtle and Gray Ratsnake.

**4. Application of Authorization.** The authorization provided in section 3 applies only to the Corporation as is necessary to:

- (a) [REDACTED] of Blanding's Turtle and Gray Ratsnake for the purposes of the Project;
- (b) to maintain the common areas of the condominium; and
- (c) fulfil the conditions of this permit.

**5. Conditions:** The activities authorized by this permit are subject to the conditions specified herein.

**6. Appendices:** The following appendices form part of this permit:

- Appendix A: Conditions
- Appendix B: Site Map
- Appendix C: Ministry Notification / Contact Schedule
- Appendix D: Species Encounter Form

Failure to comply with conditions in this permit may result in a contravention of the *Endangered Species Act, 2007*.

Pursuant to the authority of clause 17(2)(c) of the ESA, I hereby issue this permit authorizing the activities described above, subject to the conditions set out herein.

  
\_\_\_\_\_  
Minister of the Environment, Conservation  
and Parks

Date of Issuance: 09/18/2018  
(dd/mmm/yyyy)

Permit No. PT-C-001-16

**APPENDIX A: CONDITIONS**

**Part A: DEFINITIONS**

**1.0 Definitions**

1.1. In this permit, the following words shall have the following meanings:

**"Amphibians and Reptiles Field Course"** means an educational course related to the Species provided by a person with expertise related to amphibians and reptiles, that satisfies the requirements of condition 2.1.2;

**"Blanding's Turtle [redacted]"** means the areas [redacted] Blanding's Turtle in accordance with condition 4.1;

**"Blanding's Turtle [redacted]"** means the area [redacted]

**"Business Day"** means any working day, Monday to Friday inclusive, but excluding statutory holidays;

**"Contact"** means to contact the Ministry in accordance with the information provided in the Ministry Notification/Contact Schedule, as amended from time to time by the Ministry;

**"Construction Activities"** means activities to construct any part of the structures or infrastructure associated with the Project, and includes clearing of vegetation, stripping, staging of equipment and supplies, road construction, house and building construction and erection but does not include Maintenance Activities;

**"Declaration, By-laws and Rules"** means the declaration, by-laws and rules made by the condominium corporation under the *Condominium Act*, 1998, S.O. 1998, c. 19;

**"Effective Date"** means the date this permit comes into effect;

**"Gray Ratsnake [redacted]"** means the [redacted] for Gray Ratsnake in accordance with condition 5.0;

**"Initial Monitoring Period"** means the five (5) year period following the date on which a condominium unit is occupied on a full time basis;

**"Maintenance Activities"** means activities to maintain the constructed dwellings, septic fields, driveways and outbuildings;

**"Ministry"** means the office of the Ontario government indicated on the "Notification/Contact Schedule";

**“Notification/Contact Schedule”** means the document provided to the Corporation by the “Ministry”, that outlines the protocol to be followed to communicate with the “Ministry” as it may be amended from time to time;

**“Ongoing Monitoring Period”** means the period commencing at the end of the Initial Monitoring Period and concluding at the end of the Term of the permit;

**“Qualified Professional”** means a person with particular expertise who is trained or qualified in a specific area relevant to the tasks to be performed;

**“Site”** means the area within the Location containing Project components, such as house footprints and septic fields, which are within the habitat of the Species;

**“Species”** means Blanding’s Turtle (*Emydoidea blandingii*) and Gray Ratsnake (Frontenac axis population) (*Pantherophis spiloides*); and

**“Species Encounter Form”** means the form in Appendix D to record sightings and occurrences of the Species

**Part B: MEASURES TO MINIMIZE ADVERSE EFFECTS AND ACHIEVE OVERALL BENEFIT**

**2.0 Awareness and Training**

**2.1 Construction**

- 2.1.1 A representative of the Corporation must take an Amphibians and Reptiles Field Course prior to any Construction Activities occur at the Site, and each operator of large equipment or machines of 2 Metric Tonnes or greater must take the course prior to engaging in Construction Activities at the Site. Construction crews shall be provided with laminated identification sheets with photos of species at risk that may be in the area including Blanding's Turtle and Gray Ratsnake.
- 2.1.2 The Corporation shall ensure that any persons entering the Site to perform Construction Activities are provided with a copy of the permit and information, and given education and awareness training by someone who has taken the Amphibian and Reptile Field Course that addresses:
- a) the existence of the Species on the Site, the permit and its obligations;
  - b) the identification of the Species and its habitat;
  - c) the need to avoid harm to the Species due to their status as species at risk;
  - d) appropriate action to take if a member of the Species is encountered;
  - e) how to record Species occurrences using the Species Encounter Form, and
  - f) the conditions of the permit.
- 2.1.3 A person shall receive the training required under condition 2.1.2 prior to commencing Construction Activities for the first time on the Site. Retraining shall be conducted if a person performing Construction Activities who has already received training is away from the Site for more than 150 consecutive calendar days.
- 2.1.4 For the Term of the permit, the Corporation shall keep a record of each person that receives training under this condition.

**2.2 Condominium Residents**

- 2.2.1 Prior to the condominium development becoming 80% occupied by residents and for the length of the balance of the Term of the permit thereafter, the Corporation shall ensure, that:
- 2.2.1.1 a Condominium Environmental Committee is established and maintained, and that the Corporation provides information and advice to owners,

residents and visitors on how to avoid adversely impacting species at risk and how to manage interactions with them;

2.2.1.2 a stewardship manual ("Stewardship Manual") is created and distributed to all condominium residents and owners, that,

a) provides guidance to the residents and owners respecting measures they can take to avoid harm to each of the Species at the Site and surrounding area, and

b) provides general information respecting the protection of species at risk, wetland protection and environmental education.

Species at risk protection may focus on several possible species in the region, but must include information on Gray Ratsnakes and Blanding's Turtles and strategies to avoid harm to these species and other species at risk.

2.2.2 The Corporation shall annually invite owners of properties adjoining the condominium and representatives of the Loughborough Lake Association to join the Condominium Environmental Committee to collaborate on Gray Ratsnake and Blanding's Turtle mitigation and overall benefit activities in the area.

2.2.3 The Corporation shall promote adherence to speed limits on the roadway through signage and information in the Stewardship Manual.

2.2.4 The Corporation shall ensure that the condominium's Declaration, Bylaws and Rules require pets to be leashed off of private property (off individual condominium lots), in order to avoid potential impacts to the Species from pets, and that measures are taken to achieve this purpose (e.g., leashes, invisible fencing, catteries, enclosures).

### **3.0 Construction and maintenance activity**

#### **3.1 Vegetation Clearing**

3.1.1 Subject to condition 3.1.2, the activities specified below shall not occur between April 1 and October 30 of any year, to avoid active periods for the Species:

- Vegetation clearing,
- Driveway clearing and construction, and
- Building and septic field construction.

3.1.2 Despite condition 3.1.1, clearing referred to in that condition may occur within the period specified in that condition if a Qualified Professional is on the site monitoring vegetation clearing to ensure no Species are negatively impacted by the clearing or construction.

3.1.3 Where vegetation clearing or construction in an area could impact a member of the Species, the clearing or construction must stop, and the member shall be given a reasonable time to disperse from the area on its own. If the member does not disperse after a reasonable time, it may be relocated by a Qualified Professional to a safe area that is habitat for the species in accordance with the

*Ontario Species at Risk Handling Manual: For Endangered Species Act Authorization Holders.*

- 3.1.4 The boundaries of areas of vegetation clearing shall be clearly delineated to ensure habitat destruction beyond the Site does not occur.
- 3.1.5 If vegetation clearing must occur between April 1 and October 30, then the Corporation shall, with the assistance of a Qualified Professional, conduct a Blanding's Turtle and Gray Ratsnake survey throughout the Site prior to commencing the clearing.
- 3.1.6 Prior to clearing or construction occurring each day a scan of the construction area must be undertaken to see if there are any Species in the area [REDACTED]
- 3.1.7 No blasting shall occur during any period commencing October 31 of one year to May 1 of the next year, to avoid the hibernation period of Gray Ratsnake.
- 3.1.8 Living trees or standing dead trees (snags) measuring more than 4 inches (10.16 cm) in diameter at breast height will be removed only to create walkways, driveways, houses and septic fields.

**3.2 Footprint of Development**

- 3.2.1 Development is limited to 15 new lots as described on the Site Map, Appendix B.
- 3.2.2 The maximum permitted footprint of development for principal and accessory buildings within each of the building envelopes (lots) will be 6,400 sq. foot (595 m<sup>2</sup>). The total area of construction including building footprints, septic beds, pathways and total driveway area will be a maximum of 2.32 ha for the entire development.
- 3.2.3 Buildings can be no closer than 30 metres from the water's edge to avoid potential Blanding's Turtle egg laying areas.

**3.3 Pathways**

- 3.3.1 Layout of pathways (from the houses to docks) must be approved by a Qualified Professional prior to construction and shall be no more than 1.5 m wide. Substrates will be natural materials (bark chips or pea gravels).



**3.4 Road and Driveways**

- 3.4.1 Signs indicating the speed limit of 30km/hour shall be posted at the entrance to the access road and along the access road. The Corporation shall ensure that the condominium corporation includes a Rule to adhere to this speed limit in its Declaration, Bylaws and Rules.
- 3.4.2 An electronic speed monitor telling drivers their speeds will be placed on the access road. The Corporation shall ensure that the condominium corporation

includes a Rule to place and maintain this electronic speed monitor in its Declaration, By-laws and Rules.

- 3.4.3 Snake and turtle warning signs will be placed and maintained at the entrance to the access road as well as along the access road as appropriate.
- 3.4.4 During the Term of the permit, the access road will remain unpaved to reduce its attractiveness to basking snakes for thermoregulation. The entire roadway will remain a maximum of 18 feet (5.5 metres) wide.
- 3.4.5 No grading of the access road shall occur between May 15 and September 30, unless a Qualified Professional is present. Where grading could impact a member of the Species, the grading must stop, and the member shall be given a reasonable time to disperse from the area on its own. If the member does not disperse after a reasonable time, it may be relocated by a Qualified Professional to a safe area that is habitat for the species in accordance with the *Ontario Species at Risk Handling Manual: For Endangered Species Act Authorization Holders*.
- 3.4.6 During the Term of the permit, roadside verge vegetation will be cleared a maximum of three times per year with a sickle mower. Herbicides will not be used to control the roadside verge vegetation.
- 3.4.7 The laneway to the communal dock will end 100 m from the dock. A parking area may be built at that location to accommodate up to three vehicles.
- 3.4.8 Exclusion fencing in blind spots (where road dips or turns, where timely slowing/stopping is difficult) to keep turtles and snakes off the road will be constructed. These sections of fencing must be suitable to keep snakes as well as turtles off the road during the Term of the permit. The fencing and its installation will be designed and selected to ensure it excludes Gray Ratsnake and Blanding's Turtles.
- 3.4.9 The road will not have a curb or ditch beside it other than the natural ditch which existed prior to April 2018.
- 3.4.10 Driveways must remain unpaved however the footprints for car parking may be paved.
- 3.4.11 The Corporation shall give notice to the Ministry in writing within seven days of Construction Activities commencing.
- 3.4.12 The existing ecopassage located between lots 2 and 3 at the Site will be maintained for the Term of this permit.

**4.0 Overall Benefit—Blanding's Turtle**

- 4.1   
 A sign will be placed in each of those two bays warning boaters to reduce their wakes in order to prevent disturbance to basking turtles.

4.2 [REDACTED] development, recreational or other human activities.

4.3 [REDACTED]. The Corporation shall ensure that [REDACTED] will be set up to improve [REDACTED] shall address such matters as:

- predation
- [REDACTED] to the water
- ensuring appropriate nesting substrate.

4.4 [REDACTED] maintained for the Term of this permit.

**5.0 Overall Benefit—Gray Ratsnake**

5.1 Two Gray Ratsnake [REDACTED] support high quality [REDACTED] for Gray Ratsnake (Frontenac Axis Population) in the [REDACTED] near structures (which may include a rock pile) with one on each side of [REDACTED]

5.2 The [REDACTED] within one year of this permit coming into effect. The Corporation [REDACTED] Term of the permit. As part of the monitoring, [REDACTED] If the [REDACTED] any period of 3 years they shall be relocated to a location selected by a Qualified Professional.

5.3 Awareness/warning signs alerting drivers to the presence of Gray Ratsnakes in the area shall be erected along [REDACTED]. Locations will be agreed upon in consultation with a Qualified Professional. These signs will be placed within 5 years of the Effective Date.

5.4 The Corporation shall ensure that educational and protection initiatives to increase awareness and promote the protection and recovery of the Gray Ratsnake are implemented each year. These initiatives could include field trips, seminars and undertaking surveys. These activities will begin prior to the condominium development becoming 80% occupied by residents and for the length of the balance of the Term of the permit thereafter.

5.5 An annual event will be held at Johnston Point [REDACTED] educating condominium owners, residents and neighbours about snakes, or other species at risk. Other community members will be invited to participate. These events will begin prior to the condominium development becoming 80% occupied by residents and for the length of the balance of the Term of the permit thereafter.

**6.0 Species Encounter Reporting**

6.1.1 Upon encountering an individual of the Species while Construction Activities are occurring, the Corporation shall complete the Species Encounter Form, and contact the Ministry to report:

- a) where the individual was encountered;
- b) date and time of encounter; and
- c) persons involved with the encounter.

6.1.2 The Corporation shall submit the Species Encounter Form to the Ministry within 5 Business Days of the encounter.

**7.0 Monitoring and Reporting**

Sightings and mortality detection

7.1 For the Term of the permit, sightings of the Species and mortalities of the Species that occur within the areas [REDACTED] shall be documented by the Corporation. Species sightings reports will be sent to the Ministry on the form found in Appendix D. Observations must be submitted within 5 Business Days of the encounter as well as in an annual summary and include the observer name, date, coordinates of sighting, photograph and description of the situation.

7.2 If an individual member of a Species is killed or found dead within the Site, the Corporation shall:

- a) Collect the individual and store it in a safe and cool place;
- b) Contact the Ministry by the next business day; and
- c) Comply with any instructions provided by the Ministry regarding the handling of the dead individual.

7.3 Upon detection of each mortality of a member of either Species, the Corporation shall review of existing mitigation efforts (road speed, signage, education), so that protection can be increased as necessary. For example, the installation [REDACTED]

Surveys and observations

7.4 Spring surveys of Gray Ratsnake and Blanding's Turtle, as well as documented observations [REDACTED] undertaken across Johnston Point in each year of the Initial Monitoring Period. Spring reptile surveys will occur using Ministry protocols. Surveys shall be designed to survey all of Johnston Point to determine if and where reptiles are present within the Location and to determine if seasonal

movements are occurring. Additionally [REDACTED] will be assessed during spring/early summer over the initial monitoring period.

Reporting

- 7.5 The Corporation shall develop reports including the information specified in condition 7.6 with respect to
- a) each year of the Initial Monitoring Period, and
  - b) each five year period of the Ongoing Monitoring Period,
- and the reports shall be provided to the Ministry no later than January 31 of the year following the year or period of years to which the report relates.
- 7.6 A report referred to in condition 7.5 shall include:
- a) the records of training conducted under condition 2.1.2. The record shall include:
    - i. the name(s) of the person(s) trained;
    - ii. the training completed including the subject matter and/or a list of the training materials reviewed;
    - iii. the date of the training event or training materials reviewed; and
    - iv. the name of the person who provided the training.
  - b) a summary of all species at risk protection activities that occurred on Johnston Point during the reporting period to provide information on Blanding's Turtle and Gray Ratsnake protection activities that have occurred;
  - c) [REDACTED] of Species Encounter Forms (Appendix D) during the reporting period;
  - d) a report on actions to benefit Blanding's Turtle carried out in accordance with [REDACTED] including the successes ([REDACTED]);
  - e) [REDACTED] including an analysis of nesting success;
  - f) a report on the awareness/warning signs [REDACTED] in accordance with condition 5.3 for the years the signs are installed;
  - g) a report on the educational and protection initiatives to increase awareness and promote the protection and recovery of the Gray Ratsnake undertaken each year;
  - h) a summary description of the community event held annually; and
  - i) records of spring reptile, habitat and road mortality surveys.

Final Report

7.7 The Corporation shall develop and provide a the Ministry with a final report, no later than ninety (90) days prior to the end of the Term of the permit, summarizing all the data with metrics where possible and provide a professional opinion regarding whether the requirements to provide overall benefit and measures to minimize adverse effects were successful and recommendations to improve the effectiveness of the requirements and measures.

**8.0 Observation**

8.1 On reasonable notice, the Corporation shall undertake reasonable steps to obtain permission for Ministry staff and others accompanying them to:

- a) enter the Site to observe the presence of or use of the Site by Gray Ratsnake and Blanding's Turtle; and
- b) enter the Gray Ratsnake Enhancement Site to observe the presence of or use by Gray Ratsnake;

**9.0 General**

9.1 The Corporation shall notify the Ministry where the Corporation,

- a) is adjudged bankrupt, makes a general assignment for the benefit of its creditors, or a receiver is appointed on account of the Corporation's insolvency;
- b) takes a step toward dissolution, or is amalgamated;
- c) undergoes a change in control which adversely affects the corporation's ability to satisfy some or all of the conditions of this permit; or
- d) changes its ownership.



**APPENDIX C: NOTIFICATION/CONTACT SCHEDULE**

NOTE: The preferred method of contact with the Ministry is by email and all communications should reference the permit #: PT-C-001-16.

**Telephone/Email:**

All contact by telephone for notification/reporting/inquiries regarding Construction Activities or Species at Risk encounters relating to this permit should be directed to:

**Primary Contact:** 705-755-2001 or MNRF.PET@ontario.ca

**Fax Contact Number:**

All faxed notification/reporting/inquiries regarding Construction Activities or Species at Risk encounters relating to this Permit should be directed to:

FAX #: 705-755-3125

Faxes should be directed to MNRF Peterborough District.

**Mailing Address:**

All mailed notification/reporting/inquiries regarding Construction Activities or Species at Risk encounters relating to this permit should be directed to:

Ministry of Natural Resources and Forestry, Peterborough District  
300 Water Street  
1<sup>st</sup> Floor, South Tower  
Peterborough ON  
K9J 3C7

**This Schedule may be updated or replaced from time to time by the Ministry. The Ministry will provide any updates or replacements to the Schedule to the Corporation, and these shall be attached to and form part of the permit.**

Permit No. PT-C-001-16

**APPENDIX D: SPECIES ENCOUNTER FORM**

**Species Encounter Reporting Form**

|                                   |                           |
|-----------------------------------|---------------------------|
| <b>Permit Number:</b>             | <b>District (Region):</b> |
| <b>Organization/Company Name:</b> |                           |
| <b>Contact Name:</b>              |                           |
| <b>Contact Information:</b>       |                           |

**SPECIES ENCOUNTER**

[ADD ADDITIONAL ROWS/COLUMNS/TABLES AS NEEDED & UPLOAD PHOTOGRAPHIC DOCUMENTATION]

|                                                                                                         |                |                 |
|---------------------------------------------------------------------------------------------------------|----------------|-----------------|
| <b>Name and contact information of Observer</b>                                                         |                |                 |
| <b>Date of Observation</b>                                                                              |                |                 |
| <b>Location of Observation (in UTM coordinates)</b>                                                     | <b>Easting</b> | <b>Northing</b> |
| <b>Species Name</b>                                                                                     |                |                 |
| <b>Time of day (EST)</b>                                                                                |                |                 |
| <b>Number of Individuals observed</b>                                                                   |                |                 |
| <b>General Description of Observation (including the scenario under which the encounter took place)</b> |                |                 |
| <b>Actions taken to minimize/mitigate for any adverse impacts to the individual(s) (if required)</b>    |                |                 |



**Report 2019-139**

**Council Information Report**

**To:** Warden and Council  
**From:** Kelly J. Pender, Chief Administrative Officer  
**Prepared by:** Susan Brant, Director of Corporate Services/Treasurer  
**Date of meeting:** November 20, 2019  
**Re:** **Corporate Services – 2019 Third Quarter Financial Summary**

**Recommendation**

This report is for information purposes only.

**Background**

The County of Frontenac financial summary for the third quarter of 2019 is attached.

**Comment**

Variations can be due to timing with additional context provided below.

**Revenue**

User Charges

- Resident revenues are over budget by \$11,317, with private long stay and semi-private long stay \$34,837 over budget and basic resident fees \$23,520 under budget. Fees are reconciled at year end against Provincial revenue, so that the total amount received from the Province and the residents is within the prescribed Ministry of Health funding for Fairmount Home.
- Fairmount Home has unbudgeted donations in the amount of \$10,814.
- Frontenac Paramedics have received \$20,810 in unbudgeted event revenue.
- Ferry ticket sales are \$12,176 under budget, while pass sales are \$6,299 over budget through to September. High water in 2019 has caused a reduction in ferry capacity due to ballast used to weigh down the ferry until early summer.

- Planning fees are under budget by \$16,850. The planning department does not anticipate any further planning fees to be received in 2019.

#### Taxation

- Taxation from Other Governments and Payments in Lieu of taxes will be reconciled at year end.

#### Federal and Provincial Funding

- There is uncertainty in funding from the current provincial government and budget estimates may be difficult to achieve in the upcoming year.
- Fairmount funding is under budget by \$56,951. Based on Provincial funding announcements dated April 1, 2019 and August 1, 2019, Fairmount Home's funding is anticipated to be \$55,945 under budget for 2019.
- Funding for a paramedic research project has resulted in \$208,000 in unbudgeted revenue. The County acts as a flow-through between the federal government and the research organization for this project, and there is an associated \$208,000 unbudgeted expense.
- Unbudgeted paramedic funding has been received from Kingston Community Health Centre (KCHC) in the amount of \$106,248. This is funding for a paramedic to be stationed at the Street Health Centre with costs included in salaries and wages.
- The Paramedic Provincial subsidies was under budget by \$17,201. Based on the Provincial funding announcement issued August 20, 2019, Frontenac Paramedics funding is anticipated to be \$22,937 under budget for 2019. In addition, the Province has not confirmed the 2019 Offload Nursing funding budgeted at the prior year funding amount of \$233,854. It is currently under budget by \$117,564, with payments received January through March 2019.
- Frontenac Paramedics Community Paramedicine program is under budget by \$58,491. A payment was received in June and one in October which will bring funding up to budgeted levels.
- The County of Frontenac has received an unbudgeted \$50,000 from the Ontario Community Infrastructure Fund (OCIF). This is a formula-based allocation of the funding from the province.
- Economic Development is over budget by \$20,108 for payments from the Rural Economic Development (RED) program that ended in March 2019. These payments were for 2019 costs that were unbudgeted. Unbudgeted funding was received from the Trans Canada Trail in the amount of \$24,000.
- The Provincial transfer for the ferry is under budget in the amount of \$122,835, but will be reconciled at year end. The Provincial payment for the 2018 ferry subsidy reconciliation has not been received.

#### Provincial Offences

- Provincial offences revenue is under budget by \$2,718, but will be reconciled at year end with the City of Kingston.

Investment Income

- Investment income is over budget by \$73,439. The higher than anticipated returns have been the result of the County diversifying its holdings into a high interest savings account with The Investment One Program as well as Guaranteed Investment Certificates and bonds in accordance with Ontario Regulation 438/97.

Other Income

- Other income is under budget by \$47,302 due to timing in the general recoveries accounts.

**Expenses**

Salaries and Benefits

- Fairmount Home is \$140,013 under budget for salaries and benefits through the second quarter. It is comprised of overtime costs that are over budget by \$94,897 due to vacant positions; staffing shortfalls are covered by overtime staff and sick time is over budget by \$29,791. This is offset by regular salaries and benefits which are under budget by \$264,701.
- Frontenac Paramedics is \$697,451 over budget in salaries and benefits, substantially as a result of sick leave, overtime, alternate and modified work. As Frontenac Paramedics is WSIB Schedule 2, WSIB costs of approximately \$97,000 will be offset by a reserve transfer at year end.
- Marine Services is \$73,717 over budget primarily due to wages, modified work and overtime.
- Economic Development is over budget by \$19,202 due to salaries and benefits.
- The balance is expense reimbursements paid for through payroll to be recovered.

Materials

- Frontenac Paramedics basic life support medical supplies is over budget year-to-date by \$40,435.
- Janitorial and Maintenance Costs are over budget by \$15,300.
- Timing for purchases account for most of the variances.

Contracted Service

- An unbudgeted expense of \$208,000 under Contracted Services is offset by unbudgeted revenue for the paramedic research project as discussed under the Provincial and Federal Funding section.
- Timing for purchases accounts for most of the variances.

Rents and Financing

- Rents and Financing are under budget by \$11,619. Rental payments on the Parham Paramedic Base have ended in April with the County purchase of this base.

Other

- The County has paid a donation in the amount of \$300 from the Bridget Fowler fund.

**Net Capital Expense**

- Frontenac Paramedics have purchased four new vehicles in 2019 as budgeted.
- Frontenac County has purchased the Parham Ambulance Base as approved by Council in March 2019. In addition, basement waterproofing has been done to the base. The funds for the Parham repair costs come from the County asset replacement reserve.
- Frontenac County has purchased a new telephone system as budgeted, as well incurring additional costs towards the implementation of Thinkdox Laserfiche, an electronic records management system.
- Marine Services has purchased a truck to be used for snowplowing and administrative duties. The purchase will be reimbursed by MTO based on the annual depreciation.
- Fairmount Home has replaced beds, mattresses, and lifts, as budgeted.
- The net capital expense includes a net loss of \$3,068 on the sale of a Frontenac Paramedic vehicle and lights.

**City of Kingston Contribution**


- City of Kingston has advised their contributions will be under budget in the amount of \$206,565. The City of Kingston's contributions to Fairmount Home will be \$162,261 under budget and Frontenac Paramedics will be \$44,304 under budget.


**Strategic Plan Implications**


The mission of Frontenac County is “the effective, efficient and sustainable delivery of services to citizens”. Increasing demand for health services along with inflationary, contracted and mandated costs as well as new provincial government policies is causing budgetary pressures. By publishing the quarterly financial report, the County ensures Council and the public is aware of the costs incurred by the County in relationship to the budget at a given point in time during the year. This enables the County to be accountable for its revenues and expenditures and ensures respect for the taxpayer. The quarterly financial report assists with the goal of the Strategic Plan “to anchor the County’s activities in the municipality’s mission and vision, adapt to the latest evidence and best practices, and respond effectively to circumstances”.

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

Senior Leadership Team  
Alex Lemieux, Deputy Treasurer  
Kathie Shaw, Senior Financial Analyst

|  <b>County of Frontenac</b><br>County of Frontenac<br>For period ending September 30, 2019 |                   |                   |                   |                 |                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-----------------|-----------------|
|                                                                                                                                                                             | 2019              | 2019              | September         | YTD             | Total Annual    |
|                                                                                                                                                                             | Budget            | YTD Budget        | YTD Actual        | Variance        | Spent           |
|                                                                                                                                                                             | \$                | \$                | \$                | \$              | %               |
| <b>Operating Revenue</b>                                                                                                                                                    |                   |                   |                   |                 |                 |
| Taxation from Other Governments                                                                                                                                             | 70,000            |                   |                   |                 |                 |
| User Charges                                                                                                                                                                | 3,513,961         | 2,732,849         | 2,753,660         | 20,811          | 78.36%          |
| Payments in Lieu of Taxes                                                                                                                                                   | 42,897            |                   |                   |                 |                 |
| Federal and Provincial                                                                                                                                                      | 16,167,148        | 12,098,505        | 12,134,796        | 36,291          | 75.06%          |
| Other Municipalities                                                                                                                                                        |                   |                   |                   |                 |                 |
| Provincial Offences Net Revenue                                                                                                                                             | 133,211           | 99,909            | 97,191            | (2,718)         | 72.96%          |
| Investment Income                                                                                                                                                           | 140,000           | 105,003           | 178,442           | 73,439          | 127.46%         |
| Other                                                                                                                                                                       | 519,646           | 367,764           | 320,462           | (47,302)        | 61.67%          |
| Transfers from Obligatory Reserve                                                                                                                                           | 801,884           |                   |                   |                 |                 |
| Transfers from Reserve                                                                                                                                                      | 344,327           | 226,350           | 225,650           | (700)           | 65.53%          |
| <b>Total Operating Revenue</b>                                                                                                                                              | <b>21,733,074</b> | <b>15,630,380</b> | <b>15,710,201</b> | <b>79,821</b>   | <b>(72.29%)</b> |
| <b>Operating Expense</b>                                                                                                                                                    |                   |                   |                   |                 |                 |
| Salaries & Benefits                                                                                                                                                         | 28,561,898        | 21,235,054        | 21,925,810        | 690,756         | 76.77%          |
| Materials                                                                                                                                                                   | 3,337,058         | 1,897,933         | 1,878,731         | -19,202         | 56.30%          |
| Contracted Services                                                                                                                                                         | 7,753,989         | 5,813,629         | 5,999,363         | 185,734         | 77.37%          |
| Rents & Financing                                                                                                                                                           | 238,789           | 171,865           | 160,246           | -11,619         | 67.11%          |
| External Transfers                                                                                                                                                          | 151,361           | 72,000            | 64,660            | -7,340          | 42.72%          |
| Other                                                                                                                                                                       |                   |                   | 300               | 300             |                 |
| Depreciation                                                                                                                                                                | 1,658,628         | 1,243,972         | 1,274,145         | 30,173          | 76.82%          |
| Reserve Transfers                                                                                                                                                           | 1,656,232         | 18,747            | 44,318            | 25,571          | 2.68%           |
| Unapproved Projects                                                                                                                                                         |                   |                   |                   |                 |                 |
| <b>Total Operating Expense</b>                                                                                                                                              | <b>43,357,955</b> | <b>30,453,200</b> | <b>31,347,573</b> | <b>894,373</b>  | <b>72.30%</b>   |
| Net Municipal Contribution                                                                                                                                                  | 21,624,881        | 14,822,820        | 15,637,372        | 814,552         | 72.31%          |
| LESS: Depreciation                                                                                                                                                          | (1,658,628)       | (1,243,972)       | (1,274,145)       | (30,173)        | (76.82%)        |
| Net Municipal Contribution LESS Depreciation                                                                                                                                | 19,966,253        | 13,578,848        | 14,363,227        | 784,379         | 71.94%          |
| City of Kingston                                                                                                                                                            | -9,919,791        | -7,460,589        | -7,439,844        | 20,745          | 75.00%          |
| <b>County Contribution - Operating</b>                                                                                                                                      | <b>10,046,462</b> | <b>6,118,259</b>  | <b>6,923,383</b>  | <b>805,124</b>  | <b>68.91%</b>   |
| Capital Revenue                                                                                                                                                             | 693,075           | 671,541           | 728,282           | 56,741          | 105.08%         |
| Capital Expense                                                                                                                                                             | 879,886           | 879,886           | 849,540           | -30,346         | 96.55%          |
| Net Capital Expense                                                                                                                                                         | 186,811           | 208,345           | 121,258           | -87,087         | 64.91%          |
| City of Kingston - Capital                                                                                                                                                  | -180,416          | -136,559          | -152,312          | -15,753         | (84.42%)        |
| <b>County Contribution - Capital</b>                                                                                                                                        | <b>6,395</b>      | <b>71,786</b>     | <b>-31,054</b>    | <b>-102,840</b> | <b>485.60%</b>  |
| County Contribution - Debenture                                                                                                                                             | 210,295           | 251,474           | 246,241           | -5,233          | 117.09%         |
| <b>Total Requisition</b>                                                                                                                                                    | <b>10,263,152</b> | <b>6,441,519</b>  | <b>7,138,570</b>  | <b>697,051</b>  | <b>69.56%</b>   |

|  <b>County of Frontenac</b><br>Fairmount - County<br>For period ending September 30, 2019 |                   |                   |                  |                 |                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|------------------|-----------------|------------------|
|                                                                                                                                                                            | 2019              | 2019              | September        | YTD             | Total Annual     |
|                                                                                                                                                                            | Budget            | YTD Budget        | YTD Actual       | Variance        | Spent            |
|                                                                                                                                                                            | \$                | \$                | \$               | \$              | %                |
| <b>Operating Revenue</b>                                                                                                                                                   |                   |                   |                  |                 |                  |
| User Charges                                                                                                                                                               | 3,236,808         | 2,427,606         | 2,449,612        | 22,006          | 75.68%           |
| Federal and Provincial                                                                                                                                                     | 6,323,720         | 4,724,881         | 4,667,930        | (56,951)        | 73.82%           |
| Other                                                                                                                                                                      | 73,663            | 56,436            | 66,215           | 9,779           | 89.89%           |
| Transfers from Reserve                                                                                                                                                     | 21,700            | 21,700            |                  | (21,700)        |                  |
| <b>Total Operating Revenue</b>                                                                                                                                             | <b>9,655,891</b>  | <b>7,230,623</b>  | <b>7,183,757</b> | <b>(46,866)</b> | <b>(74.40%)</b>  |
| <b>Operating Expense</b>                                                                                                                                                   |                   |                   |                  |                 |                  |
| Salaries & Benefits                                                                                                                                                        | 10,523,558        | 7,745,455         | 7,605,442        | -140,013        | 72.27%           |
| Materials                                                                                                                                                                  | 1,155,156         | 878,663           | 847,002          | -31,661         | 73.32%           |
| Contracted Services                                                                                                                                                        | 1,329,459         | 1,015,428         | 891,968          | -123,460        | 67.09%           |
| Depreciation                                                                                                                                                               | 574,219           | 430,668           | 424,739          | -5,929          | 73.97%           |
| Reserve Transfers                                                                                                                                                          | 135,880           |                   |                  |                 |                  |
| Unapproved Projects                                                                                                                                                        |                   |                   |                  |                 |                  |
| <b>Total Operating Expense</b>                                                                                                                                             | <b>13,718,272</b> | <b>10,070,214</b> | <b>9,769,151</b> | <b>-301,063</b> | <b>71.21%</b>    |
| Net Municipal Contribution                                                                                                                                                 | 4,062,381         | 2,839,591         | 2,585,394        | -254,197        | 63.64%           |
| LESS: Depreciation                                                                                                                                                         | (574,219)         | (430,668)         | (424,739)        | 5,929           | (73.97%)         |
| Net Municipal Contribution LESS Depreciation                                                                                                                               | 3,488,162         | 2,408,923         | 2,160,655        | -248,268        | 61.94%           |
| City of Kingston                                                                                                                                                           | -2,319,558        | -1,760,412        | -1,739,669       | 20,743          | 75.00%           |
| <b>County Contribution - Operating</b>                                                                                                                                     | <b>1,168,604</b>  | <b>648,511</b>    | <b>420,986</b>   | <b>-227,525</b> | <b>36.02%</b>    |
| Capital Revenue                                                                                                                                                            | 99,832            | 78,298            | 14,487           | (63,811)        | 14.51%           |
| Capital Expense                                                                                                                                                            | 263,850           | 263,850           | 47,952           | -215,898        | 18.17%           |
| Net Capital Expense                                                                                                                                                        | 164,018           | 185,552           | 33,465           | -152,087        | 20.40%           |
| City of Kingston - Capital                                                                                                                                                 | -162,418          | -123,090          | -138,814         | -15,724         | (85.47%)         |
| <b>County Contribution - Capital</b>                                                                                                                                       | <b>1,600</b>      | <b>62,462</b>     | <b>-105,349</b>  | <b>-167,811</b> | <b>6,584.31%</b> |
| County Contribution - Debenture                                                                                                                                            | 210,295           | 251,474           | 246,241          | -5,233          | 117.09%          |
| <b>Total Requisition</b>                                                                                                                                                   | <b>1,380,499</b>  | <b>962,447</b>    | <b>561,878</b>   | <b>-400,569</b> | <b>40.70%</b>    |

|  <b>County of Frontenac</b><br>FPS - County<br>For period ending September 30, 2019 |                   |                   |                   |                |                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|----------------|-----------------|
|                                                                                                                                                                      | 2019              | 2019              | September         | YTD            | Total Annual    |
|                                                                                                                                                                      | Budget            | YTD Budget        | YTD Actual        | Variance       | Spent           |
|                                                                                                                                                                      | \$                | \$                | \$                | \$             | %               |
| <b>Operating Revenue</b>                                                                                                                                             |                   |                   |                   |                |                 |
| User Charges                                                                                                                                                         |                   |                   | 20,810            | 20,810         |                 |
| Federal and Provincial                                                                                                                                               | 8,942,229         | 6,706,674         | 6,827,666         | 120,992        | 76.35%          |
| Investment Income                                                                                                                                                    |                   |                   | 9,174             | 9,174          |                 |
| Other                                                                                                                                                                |                   |                   | 366               | 366            |                 |
| Transfers from Reserve                                                                                                                                               | 84,000            |                   | 65,126            | 65,126         | 77.53%          |
| <b>Total Operating Revenue</b>                                                                                                                                       | <b>9,026,229</b>  | <b>6,706,674</b>  | <b>6,923,142</b>  | <b>216,468</b> | <b>(76.70%)</b> |
| <b>Operating Expense</b>                                                                                                                                             |                   |                   |                   |                |                 |
| Salaries & Benefits                                                                                                                                                  | 15,033,808        | 11,297,464        | 11,994,915        | 697,451        | 79.79%          |
| Materials                                                                                                                                                            | 982,624           | 734,268           | 806,767           | 72,499         | 82.10%          |
| Contracted Services                                                                                                                                                  | 1,533,006         | 1,132,211         | 1,303,357         | 171,146        | 85.02%          |
| Rents & Financing                                                                                                                                                    | 238,539           | 171,615           | 160,069           | -11,546        | 67.10%          |
| Depreciation                                                                                                                                                         | 757,253           | 567,936           | 579,955           | 12,019         | 76.59%          |
| Reserve Transfers                                                                                                                                                    | 886,465           |                   | 9,846             | 9,846          | 1.11%           |
| Unapproved Projects                                                                                                                                                  |                   |                   |                   |                |                 |
| <b>Total Operating Expense</b>                                                                                                                                       | <b>19,431,695</b> | <b>13,903,494</b> | <b>14,854,909</b> | <b>951,415</b> | <b>76.45%</b>   |
| Net Municipal Contribution                                                                                                                                           | 10,405,466        | 7,196,820         | 7,931,767         | 734,947        | 76.23%          |
| LESS: Depreciation                                                                                                                                                   | (757,253)         | (567,936)         | (579,955)         | (12,019)       | (76.59%)        |
| Net Municipal Contribution LESS Depreciation                                                                                                                         | 9,648,213         | 6,628,884         | 7,351,812         | 722,928        | 76.20%          |
| City of Kingston                                                                                                                                                     | -7,600,233        | -5,700,177        | -5,700,175        | 2              | 75.00%          |
| <b>County Contribution - Operating</b>                                                                                                                               | <b>2,047,980</b>  | <b>928,707</b>    | <b>1,651,637</b>  | <b>722,930</b> | <b>80.65%</b>   |
| Capital Revenue                                                                                                                                                      | 593,243           | 593,243           | 496,689           | (96,554)       | 83.72%          |
| Capital Expense                                                                                                                                                      | 616,036           | 616,036           | 499,756           | -116,280       | 81.12%          |
| Net Capital Expense                                                                                                                                                  | 22,793            | 22,793            | 3,067             | -19,726        | 13.46%          |
| City of Kingston - Capital                                                                                                                                           | -17,998           | -13,469           | -13,498           | -29            | (75.00%)        |
| <b>County Contribution - Capital</b>                                                                                                                                 | <b>4,795</b>      | <b>9,324</b>      | <b>-10,431</b>    | <b>-19,755</b> | <b>217.54%</b>  |
| County Contribution - Debenture                                                                                                                                      |                   |                   |                   |                |                 |
| <b>Total Requisition</b>                                                                                                                                             | <b>2,052,775</b>  | <b>938,031</b>    | <b>1,641,206</b>  | <b>703,175</b> | <b>79.95%</b>   |



# FRONTENAC

## **Minutes of the Community Development Advisory Committee Meeting November 14, 2019**

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A meeting of the Community Development Advisory Committee was held in the Bud Clayton Memorial Room, County Administrative Office, 2069 Battersea Road, Glenburnie on Thursday, November 14, 2019 at 10:00 AM

**Present:**

Betty Hunter, Chair  
Lisa Henderson  
Barrie Gilbert  
Mary Kloosterman  
Councillor Alan Revill, Council Liaison  
Councillor Denis Doyle  
Gregory Rodgers

**Regrets:**

Wilma Kenny, Vice Chair

**Staff Present:**

Joe Gallivan, Director of Planning and Economic Development  
Richard Allen, Manager of Economic Development  
Brianna Saunders, Administrative Clerk (Recording Secretary)

**1. Call to Order**

The Chair called the meeting to order at 10:02 a.m.

**2. Adoption of the Agenda**

Moved By: Councillor Doyle  
Seconded By: Councillor Revill

**That** the agenda for the November 14, 2019 meeting of the Community Development Advisory Committee be adopted.

**Carried**



Ms. Ross noted that this was not a funded project which is why the duration of this project was shorter in length but, they still wanted to see what benefits it could bring to a county setting.

Councillor Revill was interested about how data was collected after the event and also wants to know how many businesses offered to help and what information was provided to these businesses. He mentioned that there may be businesses that are available to provide this service all year round and wants to know what recommendations can be provided to keep the initiative alive.

Ms. Ross answered that unless these businesses answered the surveys they do not have feedback from those businesses. She also offered services to implement a pay structure for businesses that want to make this a longer term project.

Mr. Gilbert expressed that there should be a lecture provided to make the public aware of this initiative.

Mr. Gallivan notes that we do not have the capacity in Economic Development to continue to this project but, it will be brought back to council at a later date and we can look to see if it can be possible at the township level.

**c) 2019-030  
Community Development Advisory Committee  
Heart Lake Photography**

This report is for information only. It is intended to inform the committee with regard to the impacts of Social Media and solicit discussion and advice with regard to the phenomenon.

Members expressed concern about the implications of posting the Heart Lake photograph on social media and that the Township of North Frontenac wants to ensure that their community is perceived as welcoming to visitors. It was noted that many citizens of North Frontenac have hunting camps located by this lake and that there is a safety risk for people visiting and wandering around on Crown Lands.

Mr. Allen noted that it is not only county residents that are visiting Heart Lake but individuals from across Ontario.

**d) 2019-031  
Community Development Advisory Committee  
Open Farms in Frontenac 2019**

Moved By: Councillor Revill  
Seconded By: Ms. Henderson

**Be It Resolved That** the County of Frontenac maintain its commitment to Open Farms on an annual basis.

**Carried**

In response to questions regarding the anticipated cost of Open Farms, Mr. Allen indicated that the total budget was just over \$5000 dollars which was largely taken up by print advertising (maps, pamphlets, billboards). Mr. Allen stated that the most costly part of Open Farms is County staff time. He will be looking into partnerships and other funding methods and wants to see the event grow to the North Frontenac and Wolfe Island (currently accomplishing this through Taste of Wolfe Island). He stated that the amount of County staff time will decrease in 2020 due to less of a marketing focus on video and content being made and produced by staff.

Mr. Gallivan stated that the time provided from the County staff included:

- Community Development Officer – 200 Hours
- Communication Officer – 90 Hours
- Manager of Continuous Improvement - 25 hours
- Digital Marketing Summer Student - 100 hours

Members expressed concern that the County of Frontenac is spending significant County resources on Open Farms and this includes resources supporting farms that are outside the municipal boundary. He wants to know if it possible for outside organizations to supply additional funding if they are located outside of the County of Frontenac. Members of the committee also expressed concerns about the addition of farms outside of the County. It was noted that if we are going to continue to fund Open Farms perhaps the marketing of souvenirs and ticket sales can offset the cost of this event.

Councillor Doyle noted that with the downloading from the province he does not believe that County Council will have the appetite to expand the budget for more resources in Economic Development.

Ms.Henderson asked about the reusing of the information and content from 2019 for the 2020 Open Farms. Mr. Allen indicated that additional efforts were made in 2019 to ensure content would be available to support marketing efforts in 2020.

Mr. Gilbert mentioned that we should partner with Queen’s University and utilize the time and resources that students may be able to provide at no cost.

Councillor Doyle exited at 11:07 a.m.

**7. Communications**

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8. Other Business

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**9. Next Meeting**

a) **The meeting schedule for 2020 is as follows:**

- Thursday, February 13 at 10 a.m.**
- Thursday, April 9 at 10 a.m.**
- Thursday, June 11 at 10 a.m.**
- Thursday, August 13 at 10 a.m.**
- Thursday, October 8 at 10 a.m.**
- Thursday, December 10 at 10 a.m.**

**10. Adjournment**

Moved By: Mr. Gilbert  
Seconded By: Mr. Rodgers

**That** the meeting hereby adjourn at 11:38 a.m.

**Carried**



**Committee Report**

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

**From:** Brianna Saunders, Administrative Clerk

**Date of meeting:** November 20, 2019

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

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

The Community Development Advisory Committee reports and recommends as follows:

1. **2019-031  
Community Development Advisory Committee  
Open Farms in Frontenac 2019**

**Be It Resolved That** the County of Frontenac maintain its commitment to Open Farms on an annual basis.

**By-Law Number 2019-0038**

**of**

**The Corporation of the County of Frontenac**

A By-Law to Authorize the Warden and Clerk to Execute and Agreement for the Use of Reserves for the Eastern Ontario Regional Network (EORN) improvements of Cellular Coverage in Eastern Ontario

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**Whereas** the Eastern Ontario Regional Network, on behalf of the Eastern Ontario Wardens' Caucus has received approval from the Federal and Provincial Governments for funding of a project to provide additional cell call service levels, invest in increased capacity and 5G network enhancements in high density, high network utilization areas; and

**Whereas** the Project is expected to cost approximately Two Hundred and Thirteen Million (\$213,000,000.00) Dollars; and

**Whereas** the Province of Ontario and the Government of Canada have both approved the funding for the Project and are providing funding of Seventy-One Million (\$71,000,000.00) Dollars each; and

**Whereas** members of the Eastern Ontario Wardens' Caucus and the Eastern Ontario Mayors' Caucus have agreed to contribute Ten Million, One Hundred and Forty-One Thousand, One Hundred and Eighty-Eight (\$10,141,188.00) Dollars; and

**Whereas** the balance of the contribution of Sixty Million, Eight Hundred and Fifty-Eight Thousand, Eight Hundred and Twelve Thousand (\$60,858,812.00) Dollars will come from the private sector participants in the Project; and

**Whereas** the County of Frontenac is desirous of entering into a Municipal Contribution Agreement with the Eastern Ontario Wardens' Caucus, the Eastern Ontario Regional Network and the Eastern Ontario Mayors Caucus; and

**Whereas** the Council of The County of Frontenac has committed to its municipal contribution of Three Hundred and Eighty-Nine Thousand, Seven Hundred and Fifty (\$389,750); and

**Whereas** the Council of the County of Frontenac has approved the Prepayment Option to assist Eastern Ontario Regional Network with the cash flow for the Project and will earn interest at the rate of 5% per annum; and

**Whereas** all parties have agreed to the terms and conditions set out in the agreement.

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

1. **That** the Warden and Clerk are hereby authorized to execute the Municipal Contribution Agreement between the County of Frontenac, the Eastern Ontario Wardens' Caucus, the Eastern Ontario Regional Network and the Eastern Ontario Mayors' Caucus.
2. **That** the County of Frontenac commits to prepaying the municipal contribution in the amount of \$389,750, and earn interest at the rate of 5% per annum.
3. **That** the details of the Municipal Contribution Agreement are attached to this by-law as Appendix A.
4. **That** any by-laws or parts of by-laws contrary to or inconsistent with this by-law are hereby repealed.
5. **That** this By-law shall come into force and take effect upon the date of final passing.

Read a First and Second Time this 20<sup>th</sup> day of November, 2019.

Read a Third Time, Signed, Sealed and Finally Passed this 20<sup>th</sup> day of November, 2019.

**The Corporation of the County of Frontenac**

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Ron Higgins, Warden

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Jannette Amini, Clerk

**By-Law No. 2019-0039**

**Of**

**The Corporation of the County OF Frontenac**

Being a by-law to declare lands legally described as Portland CON 1 PT Lots 1 and; 2 CON 2 PT Lots 2 AND 3 CON; 3 PT Lots 3 and 4 CON 4 PT; Lots 3 TO 7 CON 5 PT Lots 7; and 8 CON 6 PT Lot 7 CON 7 surplus the purpose of transferring portions of the former K&P to the Township of South Frontenac for the development of affordable seniors housing

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**Whereas** County of Frontenac By-law No. 17-1995 establishes procedures governing the sale of real property;

**And Whereas** Section 2(a) requires that prior to the sale of any real property Council shall pass a by-law or resolution at a meeting open to the public to declare the real property to be surplus;

**And Whereas** Section 3(a) requires that notice to the public of a proposed sale of real property shall be given prior to the date of sale by publication in a newspaper that is, in the Clerk's opinion, of sufficiently general paid or unpaid circulation within the municipality to give the public reasonable notice of the sale;

**And Whereas** the Council for the Corporation of the County of Frontenac considers it desirable and expedient sell certain lands to the Township of South Frontenac for the development of affordable seniors housing;

**Now Therefore Be It Resolved That** the Council of the Corporation of the County of Frontenac does hereby declare the following:

1. **THAT** lands legally described as Portland CON 1 PT Lots 1 and; 2 CON 2 PT Lots 2 AND 3 CON; 3 PT Lots 3 and 4 CON 4 PT; Lots 3 TO 7 CON 5 PT Lots 7; and 8 CON 6 PT Lot 7 CON 7, be declared surplus for the purpose of transferring portions of the former K&P to the Township of South Frontenac for the development of affordable seniors housing, subject to the following conditions:
  - Purchase part of the said property for the purposes of aiding the Township's development of affordable seniors' housing;
  - the Township maintaining public access to the K&P Trail along the subject lands, including the construction of a multi-use pathway, the configuration of which would be determined through the housing development process;
  - Grant an Easement in the favour of the County of Frontenac over the lands to the County of Frontenac for the purpose of access to the K&P Trail;

- Purchase the said property for \$2.00, in addition to covering all legal, surveying and/or other closing costs, including easement and registration costs.
- 2. **THAT** pursuant to By-law No. 17-1995, third reading of this by-law be given at the December 18, 2019 County Council meeting to accommodate public notice requirements
- 3. **THAT** this by-law shall come into force and take effect upon the date of final passing.

Read a first and second time this 20<sup>th</sup> day of November, 2019.

Read a third time, signed, sealed and finally passed this 18<sup>th</sup> day of December, 2019.

**The Corporation of the County of Frontenac**

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Ron Higgins, Warden

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Jannette Amini, Clerk

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By-law 2019-0040 – to declare lands legally described as Portland CON 1 PT Lots 1 and; 2 CON 2 PT Lots 2 AND 3 CON; 3 PT Lots 3 and 4 CON 4 PT; Lots 3 TO 7 CON 5 PT Lots 7; and 8 CON 6 PT Lot 7 CON 7 surplus the purpose of transferring portions of the former K&P to the Township of South Frontenac for the development of affordable seniors housing  
November 20, 2019

Page 2 of 2

**By-Law No. 2019-0040**

**of**

**The Corporation of the County OF Frontenac**

being a by-law to confirm all actions and proceedings of County Council on  
November 20, 2019

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

**Whereas** Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto provides that a lower-tier municipality and an upper-tier municipality 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 November 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 November 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 November 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 20<sup>th</sup> day of November 2019.

Read a Third Time and Finally Passed, Signed and Sealed this 20<sup>th</sup> day of November, 2019.

**The Corporation of the County Of Frontenac**

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Ron Higgins, Warden

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Jannette Amini, Clerk