



**Frontenac County Council Meeting
Wednesday, February 19, 2020 – 9:30 a.m.
The Kingston Frontenac Rotary Auditorium
2069 Battersea Road, Glenburnie, ON**

Agenda

Page

Call to Order

Closed Session

Approval of Addendum

Disclosure of Pecuniary Interest and General Nature Thereof

Adoption of Minutes

a) Minutes of Meeting held January 15, 2020

Resolved That the minutes of the regular Council meeting held January 15, 2020 be adopted.

Deputations and/or Presentations

Proclamations

a) **2020 International Year of the Nurse and the Midwife**

Whereas the World Health Organization designated 2020 – the 200th anniversary of Florence Nightingale’s birth – as the International Year of the Nurse and the Midwife; and,

Whereas nurses are leaders and part of a strong multi-disciplinary health care team at Fairmount Home; and,

Whereas nurses are part of our local community and shape and deliver effective interventions to meet the needs of our residents, families and communities;

Therefore Be It Resolved That the Council of the County of Frontenac hereby proclaims 2020 as International Year of the Nurse and Midwife in Frontenac County.

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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

- a) **Ms. Susan Brant**, Director of Corporate Services/Treasurer will provide Council with the monthly CAO briefing.

Unfinished Business

Recommend Reports from the Chief Administrative Officer

- a) **Consultant Briefing:** Mr. Jamie Cook, Watson and Associates, will provide County Council with a briefing on the Population, Housing and Employment Projection Study.
[See Recommend Reports from the Chief Administrative Officer, Clause b)]

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- b) **2020-019**
Planning and Economic Development
Population, Housing and Employment Projection Study
Recommendation

Resolved That the Council of the County of Frontenac receive and endorse the Population, Housing and Employment Projections Study dated January 20, 2020;

And Further That the Council of the County of Frontenac direct staff to:

1. Present an overview of the population, housing and employment forecasts and projections to each of the four Township Councils in the first quarter of 2020; and
2. To amend the County of Frontenac Official Plan to recognize the updated population allocation applied across the County as part of the forthcoming County Official Plan update to commence in 2021.

29 - 32

- c) **2020-014**
Corporate Services
Authorization to enter into an Agreement with the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) for the Rural Economic Development Program (RED) funding – “Open for Business South Frontenac: Streamlining Development Approvals for Rural Economic Growth”

Recommendation

Resolved That the Council of the County of Frontenac receive the Corporate Services – Authorization to enter into an Agreement with the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) for the Rural Economic Development Program (RED) funding – “Open for Business South Frontenac: Streamlining Development Approvals for Rural Economic Growth” report for information;

And Further That the Warden and Clerk be authorized to execute a Contribution Agreement with the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and the Township of South Frontenac for the Rural Economic Development Program (RED) funding – “Open for Business South Frontenac: Streamlining Development Approvals for Rural Economic Growth”.

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- d) **2020-015**
Corporate Services
2019 Frontenac Howe Islander Petition for Subsidy
Recommendation

Resolved That the Council of the County of Frontenac accept the Corporate Services –2019 Frontenac Howe Islander Ferry Petition for Subsidy report;

And Further That Council authorize the Clerk to petition the Ministry of Transportation for \$912,820.41.

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- e) **2020-016**
Corporate Services
Amendments to By-law 2019-0039 to declare lands Surplus 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 – Amendments to By-law 2019-0039 to declare lands Surplus 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 the Clerk be authorized to bring forward a by-law later in the meeting to amend by-law 2019-0039 by deleting all reference to:

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;

and replacing with:

lands legally described as Portland Con 11 PT Lots 9 And 10, PIN #: 361460591 being Verona Street.

- 42 - 45 f) **2020-017**
Fairmount Home
Long-Term Care Home Service Accountability Agreement (LSAA) -
Schedule E - Form of Compliance Declaration
Recommendation

Resolved That Council of the County of Frontenac receive the Fairmount Home Long-Term Care Home Service Accountability Agreement – Schedule E – Form of Compliance Declaration Report;

And Further That the Council of the County of Frontenac direct the Clerk to sign the Long-Term Care Home Service Accountability Agreement Schedule E – Form of Compliance Declaration and return to the Local Health Integration Network as required under the *Local Health System Integration Act*.

- 46 - 47 g) **2020-021**
Fairmount Home
Long-Term Care Home Service Accountability Agreement (LSAA)
Amending Agreement

Recommendation

Resolved That Council of the County of Frontenac received the Fairmount Home –Long-Term Care Home Service Accountability Agreement (LSAA) Amending Agreement for approval;

And Further That the Council of the County of Frontenac authorize the Clerk and Chief Administrative Officer to execute the LSAA Amending Agreement and return to the Local Health Integration Network as required by the Local Health Integration Network (LHIN) and Ontario Health.

- 48 - 49 h) **2020-022**
Planning and Economic Development
Request to the Township of Central Frontenac for the conveyance
of lands occupied by the Frontenac K&P Trail
Recommendation

Be It Resolved That the Council of the County of Frontenac direct staff to submit a request to the Township of Central Frontenac to convey Township owned lands occupied by the Frontenac K&P Trail to the County of Frontenac as described in this report.

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- i) **2020-023
Planning and Economic Development
Support for Sharbot Lake Downtown Revitalization Project (RED Grant)**

Recommendation

Be It Resolved that the Council of the County of Frontenac support the Township of Central Frontenac in the completion of an application to the Rural Economic Development (RED) Program for the purpose of conducting a Downtown Revitalization Program in the Village of Sharbot Lake;

And further that the Council of the County of Frontenac agree to serve as co-applicant the project, sharing responsibility for project implementation;

And further that Council allocate \$2,000 from the Community Development Reserve towards the Downtown Revitalization project should the said application be successful;

And further that the Warden and the Clerk be authorized to enter into an agreement with the Province of Ontario should the said application be successful.

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- j) **2020-024
Corporate Services
Authorization for the use of the Municipal Modernization Fund for County costs associated with the Joint Service Delivery Review with the County’s Member Municipalities**

Recommendation

Be It Resolved That the Council of the County of Frontenac receive for information the Corporate Services – Authorization for the use of the Municipal Modernization Fund for County costs associated with the Joint Service Delivery Review with the County’s Member Municipalities;

And Further That staff be authorized to expense the additional \$11,000 for the County’s share of the Joint Service Delivery Review project with Member Municipalities from the County’s Municipal Modernization Fund.

Information Reports from the Chief Administrative Officer

- 57 - 58** a) **2020-013**
Corporate Services
Southern Frontenac Community Services and Rural Frontenac
Community Services Year End Transportation Statistical Reports
- 59 - 61** b) **2020-018**
Fairmount Home
Quarterly Update Activity Report
- 62 - 63** c) **2020-020**
Corporate Services
Updated Financial Implications regarding – Complaint Filed against
a Member of Council

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

Reports from Advisory Committees of County Council

- 64 - 69** a) Report of the Community Development Advisory Committee
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:

2020-012
Community Development Advisory Committee
The Royal Winter Fair

Be It Resolved That the County of Frontenac participate in the Royal Winter Fair's 2020 Spotlight on Local, pending the availability of free exhibition space and the interest of Frontenac Ambassadors.

Return to Council

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

Adoption of the Report of the Committee of the Whole Council

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

Motions, Notice of Which has Been Given

- a) **Increase in Councillor Per Diems when attending Conferences, training and Workshops**

Moved by: Deputy Warden Vandewal

Seconded by: Councillor Revill

Whereas attendance at conferences, such as AMO, ROMA and FCM provide a valuable opportunity for elected officials to connect with municipal colleagues from across Ontario as well as receive presentations from expert keynote speakers, attend concurrent educational sessions, meet political leaders, and gain access to Provincial Ministers; and,

Whereas attendance at conferences require Councillors to be away from their families and take time off from their regular employment, in many cases without pay; and,

Whereas Councillors are provided with a \$4,000 annual expense account to cover expenses such as the cost of attendance at conferences, including a daily per diem; and,

Whereas By-law 2018-0032 limits the daily per diem for members of Council to \$150 per meeting day, which in many cases does not cover the cost of lost wages to attend conferences;

Therefore Be It Resolved That By-law 2018-0032 be amended to add to Schedule A, section 1 a clause d) that being:

- d) A per diem of \$250 may be claimed by members of Council

against their annual expense account when attending conferences, training and workshops.

b) **Resolution of Support for Conservation Authorities**

Moved by: Councillor Revill

Seconded by: Deputy Warden Vandewal

Whereas the County of Frontenac has been well served by Quinte Conservation, Cataraqui Conservation, Rideau Valley Conservation and Mississippi Valley Conservation Authorities;

And Whereas we value the efforts of the Conservation Authorities to monitor floods, to manage Source Water Protection and to ensure the integrity of the watersheds within our County and conserve our natural environment;

And Whereas the province of Ontario is currently reviewing the mandate and operations of conservation authorities;

And Whereas Conservation Authorities provide essential services to municipalities in their watersheds;

And Whereas smaller municipalities do not have the capacity or the financial resources to employ staff with the technical expertise that conservation authorities provide;

Therefore Be It Resolved That The County of Frontenac encourages the province to continue to support the principle of planning on a watershed basis in the ongoing review and prioritize the allocation of adequate funding to support the core mandate of conservation authorities;

And Further That the provincial government will maintain and not diminish the core mandate of Conservation Authorities;

And Further That a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks, the Honourable John Yakabuski, Minister of Natural Resources and Forestry, Conservation Ontario, the Association of Municipalities of Ontario and all Ontario municipalities.

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 Eastern Ontario Wardens' Caucus (EOWC) Regarding Rising Flooding Level across Eastern Ontario
[Distributed to Members of County Council January 17, 2020]
- b) Email from Joy Vileneuve, Citizen Regarding Funding for Frontenac Transportation
[Distributed to Members of County Council January 17, 2020]
- c) Email from Kevin Farrell, Manager of Continuous Improvement, providing Council with a Planning Applications - Process Improvement Update, as requested at the January 15 County Council Meeting
[Distributed to Members of County Council January 22, 2020]
- d) Notice of Kingston Dock Design and Construction Report
[Distributed to Members of County Council January 24, 2020]
- e) Letter from the Kingston Frontenac Public Library Regarding the Elected Chair and Vice Chair
[Distributed to Members of County Council January 24, 2020]
- f) Invitation from University Hospitals Kingston Foundation - Circle of Care Luncheon - Monday, March 2, 2020
[Distributed to Members of County Council January 24, 2020]
- g) Email from Strathroy-Caradoc Regarding Watershed Management Programs
[Distributed to Members of County Council January 31, 2020]
- h) Email from The Town of Orangeville Regarding Environmental Awareness and Action
[Distributed to Members of County Council January 31, 2020]
- i) From SFCSC providing a copy of Reporting Summary for Transportation Services Q4
[Distributed to Members of County Council January 31, 2020]
- j) From the City of Sarnia providing resolution regarding Ontario Power Generations Deep Geologic Repository Project
[Distributed to Members of County Council January 31, 2020]
- k) From the Ontario Farmland Trust regarding invitation to the 2020 Farmland Forum
[Distributed to Members of County Council January 31, 2020]
- l) Letter from the Town of Collingwood Regarding Conservation Authorities
[Distributed to Members of County Council January 31, 2020]

- m) Letter from the Corporate of the Township of Madoc Regarding Joint and Several Liability Consultation – Town of Amherstburg Support [Distributed to Members of County Council January 31, 2020]
- n) Letter from Rainy River District Municipal Association Office of the Secretary-Treasurer Regarding Resolution to Address Fair and Equitable Property Taxation Revenue on Railway Right-of Ways Collected by Municipalities in Ontario [Distributed to Members of County Council January 31, 2020]
- o) Letter from the Town of Collingwood Regarding Conservation Authorities [Distributed to Members of County Council January 31, 2020]
- p) Email from AMO Association of Municipalities Ontario Regarding the dates and times of regional roundtable discussion regarding the re-composition of OPP Detachment Boards [Distributed to Members of County Council February 7, 2020]
- q) Letter from KFL&A Public Health Regarding 2020 Ontario Budget Consultation [Distributed to Members of County Council February 14, 2020]
- r) From The County regarding resolution in support of Bill 156 Safety on Family Farms [Distributed to Members of County Council February 14, 2020]
- s) From the Municipality of Chatham Kent regarding resolution supporting Bill 156 Trespass and Protecting Food Safety Act [Distributed to Members of County Council February 14, 2020]
- t) From the Municipality of Chatham Kent regarding resolution supporting the Role of Conservation Authorities [Distributed to Members of County Council February 14, 2020]
- u) From the Township of South Glengarry regarding Resolution In Support of Bill 156 [Distributed to Members of County Council February 14, 2020]
- v) From the Township of Wellington North to the Hon. Ernie Hardeman regarding support of Bill 156 [Distributed to Members of County Council February 14, 2020]
- w) From the Village of Merrickville-Wolford to Premier Doug Ford regarding resolution on Provincially Significant Wetlands [Distributed to Members of County Council February 14, 2020]
- x) Resolution from The County regarding support for Quinte Conservation Authority [Distributed to Members of County Council February 14, 2020]
- y) Resolution from The County regarding support for Review of Regulations on Consumer Packaging on Single Use Wipes

[Distributed to Members of County Council February 14, 2020]

- z) Resolution from the Township of North Frontenac regarding ANSI's and the County Official Plan Review

[Distributed to Members of County Council February 14, 2020]

Other Business

Public Question Period

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

- a) First and Second Reading

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

- b) Third Reading

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

By-Laws

- a) To authorize the execution of an Agreement with the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) for the Rural Economic Development Program (RED) Funding – “Open for Business South Frontenac: Streamlining Development Approvals for Rural Economic Growth”.
[Proposed By-law No. 2020-0008]
- b) To amend By-law No. 2019-0039 (to declare lands Surplus 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 senior’s housing)
[Proposed By-law No. 2020-0009]
- c) To authorize the execution of an Amending Agreement with the Local Health Integration Network (LHIN)
[Proposed By-law No. 2020-0010]
- d) To authorize the execution of an Amending Agreement with the Local Health Integration Network (LHIN)
[Proposed By-law No. 2020-0010]
- e) To authorize the execution of an Agreement with Province of Ontario should the application to the Rural Economic Development (RED) Program for the purpose of conducting a Downtown Revitalization Program in the Village of Sharbot Lake be successful

[Proposed By-law No. 2020-0011]

- f) To Confirm all Actions and Proceedings of County Council on February 19, 2020

[Proposed By-law No. 2020-0012]

Adjournment



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Minutes of the Regular Meeting of Council January 15, 2020

A regular meeting of the Council of the County of Frontenac was held in the Kingston Frontenac Rotary Auditorium of the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, January 15, 2020 at 9:30 AM

Present: Warden Fran Smith, Deputy Warden Ron Vandewal,
Councillors Ron Higgins, 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
Jannette Amini, Manager of Legislative Services/Clerk
Marco Smits, Communications Officer
Richard Allen, Manager of Economic Development
Kevin Farrell, Manager of Continuous Improvement

Closed Session

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### **Approval of Addendum**

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Disclosure of Pecuniary Interest and General Nature Thereof

There were none.

- d) Holiday Card from Mayor Brian Patterson and Family
[Distributed to Members of County Council December 20, 2019]
- e) Holiday Card from Northumberland County Council & Staff
[Distributed to Members of County Council December 20, 2019]
- f) Holiday Card from Warden Richard Kidd and Lanark County Council
[Distributed to Members of County Council December 20, 2019]
- g) Invitation from the City of Kingston for the New Year's Levee on January 1, 2020
[Distributed to Members of County Council December 20, 2019]
- h) Letter from the City of Woodstock Regarding the Ban of Single-Use Plastic Handled Shopping Bags
[Distributed to Members of County Council December 20, 2019]
- i) Letter from the Corporation of the Municipality of Thames Centre Regarding Support for Continuation of Mandatory and Non-Mandatory Programs of the Upper Thames River Conservation Authority (UTRCA) and Kettle Creek Conservation Authority (KCCA)
[Distributed to Members of County Council December 20, 2019]
- j) Letter and Presentation from the Ministry of Indigenous Affairs Information Centre Regarding the Treaty Negotiations Underway to Resolve the Algonquin Land Claim in Eastern Ontario
[Distributed to Members of County Council December 20, 2019]
- k) Letter from the Corporation of the Town of Tecumseh Regarding 311 Misdiagnoses
[Distributed to Members of County Council January 3, 2020]
- l) Letter from the Township of Perry Regarding the Ban of Single-Use Disposable Wipes
[Distributed to Members of County Council January 3, 2020]
- m) From the Township of Stone Mills providing resolution of support for Conservation Authorities
[Distributed to Members of County Council January 10, 2020]
- n) From the Town of Deep River regarding Letter to Provincial Premiers on the Develop Nuclear Reactor Technology
[Distributed to Members of County Council January 10, 2020]

Other Business

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**Public Question Period**

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Report 2020-019

Council Recommend Report

To: Warden and Council
From: Kelly Pender, Chief Administrative Officer
Prepared by: Megan Rueckwald, Manager of Community Planning
Date of meeting: February 19, 2020
Re: **Planning and Economic Development – Population, Housing and Employment Projection Study**

Recommendation

Resolved That the Council of the County of Frontenac receive and endorse the Population, Housing and Employment Projections Study dated January 20, 2020;

And Further That the Council of the County of Frontenac direct staff to:

- 1) Present an overview of the population, housing and employment forecasts and projections to each of the four Township Councils in the first quarter of 2020; and
- 2) To amend the County of Frontenac Official Plan to recognize the updated population allocation applied across the County as part of the forthcoming County Official Plan update to commence in 2021.

Background

County Council approved funding to update the County of Frontenac's population, housing and employment projections as part of the 2017 budget. The population, housing and employment projections assist with long-range planning for a variety of departments and organizations including the review underway of lower-tier township official plans, regional studies, and inform economic development decisions. The last iterations of the County-wide projections were completed in 2011 and 2014. The purpose of the update is to revise the County's long-term growth forecasts based on recent demographic and economic trends using the 2016 Census and other relevant data sources.

Watson and Associates Economics Limited was retained to complete a study that contained the population, housing and employment statistics for Frontenac County, by Township, both historical and projected population growth, including detailed analysis and trends of this information as well as a growth projection model for the County, by

Township, that allows for low, medium and high growth projections. The scope of the study is to forecast to 2046, which is a 30 year projection from the 2016 Census. An additional population and housing growth scenario was requested for Frontenac Islands to consider the impacts based on the Ministry of Transportation announcement of a new ferry with increased capacity to service Wolfe Island.

The Population, Housing and Employment Projections Study (January 20, 2020) is attached.

Comment

The revised forecasts project that Frontenac County's permanent population base forecast to increase over the next 30 years, from approximately 27,300 in 2016 to 33,200 in 2046. This represents an annual growth rate of approximately 0.7% annually. Comparatively, this represents a slightly higher forecast annual population growth rate to the City of Kingston Base Scenario, but lower than the Province as a whole. Including the County's seasonal population base, the total permanent and seasonal population for Frontenac County is forecast to reach a total of 62,900 persons by 2046. This represents a total increase of approximately 8,200 people from 2016 to 2046.

The County-wide population forecast is based upon the cohort-survival methodology, which is a provincially accepted approach used to assess annual population by age and sex. To this, an estimated rate of net migration is added. In addition, Watson considered regional and provincial historical and forecast population trends to Frontenac County in accordance with historical census data and approved municipal, regional and provincial forecasts.

The 2014 population projections, forecast that the County's permanent population base was to increase to 33,200 in 2036. The revised work (2019/2020) forecasts that this population increase will not be achieved now until 2046. The annual growth rate of 0.7% is consistent with the previous work. This reason for the delay in growth is attributed to:

- In 2011, the mandatory long-form census was discontinued and replaced with a voluntary survey. As such, the consultants had to extrapolate data from alternative sources for the 2014 study to obtain information typically acquired through the long-form census.
- The County's population is aging more rapidly than had previously been projected, with net migration contributing to this. The 2014 study projected that by 2036 the 55+ age cohort will account for 36% of the population. The 2016 forecasts that by 2036 the 55+ age cohort will account for 47% of the population.

It is anticipated that these projections will be used for informing many studies and long-range planning including updates to planning policy, but also growth management, development charges, as well as transportation and infrastructure planning. It can also be expected that this work will be used for economic development and benefit the private sector in making investment decisions.

The following is a summary of the key findings and projections from this study:

Aging Population – The County’s population is older and aging slightly more rapidly than the Province of Ontario as a whole. From 2016 to 2046, the percentage of Frontenac County population aged 65+ will increase from 21% to 35%. This trend poses implications regarding future housing needs across the County.

Permanent Population Allocation – Over the long-term planning horizon, approximately 80% of forecast permanent population growth is anticipated to occur within the Township of South Frontenac. The South Frontenac will continue to attract a large portion of the County-wide permanent population growth due to its proximity to the City of Kingston. The allocations of permanent population growth for Frontenac Islands is 11%, Central Frontenac 5% and North Frontenac 3%.

Seasonal Population Allocation – Over the long-term planning horizon, approximately 37% of forecast seasonal population growth is anticipated to occur within the Township of Central Frontenac, while North Frontenac is 35%, South Frontenac projects 31% and Frontenac Islands 3%. As a whole, seasonal housing accounts for a significant component of the County’s total population base. The County’s seasonal housing and population base is forecast to increase modestly over the next 30 years due to the net conversion of existing seasonal housing units to permanent structures.

Permanent and Seasonal Population – Including the County’s seasonal population base, the total permanent + seasonal population is forecast to reach a total of 62,900 persons by 2046. This represents a total increase of approximately 8,200 persons from 2016 to 2046.

Employment – Over the 2016 to 2046 period, the County’s employment base is forecast to increase from approximately 5,400 in 2016 to 7,000 by 2046. The number of residents within the County who work from home or have no fixed place of work is expected to steadily increase.

Regular updates to the projections ensure that County and Township policy and operational decisions are based on technical projections for population, housing and employment. Future updates to the study will capture changes in policy and infrastructure that may result in alterations to the forecast. For instance, should there be a significant uptake in developments on communal services, there may be an increase in medium and high density developments; although this potential is considered within the current study updates to the study will reflect build out conditions. Further, should a local municipality establish a serviced business park or employment lands, there may be an increase in employment. Regular updates to the study also inform Council on changing demographics and economic conditions at the provincial and regional scale.

County of Frontenac Strategic Priority Implications

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

This priority includes refining and investing in efforts to accelerate economic development – to grow businesses, attract more visits and expand the tax base. The completion of this study will have implications for future planning and development including informing decisions about seniors housing, new forms of servicing and the potential for higher density residential development.

Priority 3: **Champion and coordinate collaborative efforts with partners to resolve complex problems.**

This priority identifies working 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. By completing the study at a regional level, this allows each municipality to build upon the study in terms of local growth management and future policy and operational decisions.

Financial Implications

None at this time.

Organizations, Departments and Individuals Consulted and/or Affected

Frontenac County Planning and Economic Development Department
Township of South Frontenac
Township of North Frontenac
Township of Central Frontenac
Township of Frontenac Islands

Attachments

Population, Housing and Employment Projections Study, December 2019



Report 2020-014

Recommendation 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: February 19, 2020

Re: Corporate Services – Authorization to enter into an Agreement with the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) for the Rural Economic Development Program (RED) funding – “Open for Business South Frontenac: Streamlining Development Approvals for Rural Economic Growth”

Recommendation

Resolved That the Council of the County of Frontenac receive the Corporate Services – Authorization to enter into an Agreement with the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) for the Rural Economic Development Program (RED) funding – “Open for Business South Frontenac: Streamlining Development Approvals for Rural Economic Growth” report for information;

And Further That the Warden and Clerk be authorized to execute a Contribution Agreement with the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and the Township of South Frontenac for the Rural Economic Development Program (RED) funding – “Open for Business South Frontenac: Streamlining Development Approvals for Rural Economic Growth”.

Background

On September 6, 2019, the Township of South Frontenac submitted an application for Rural Economic Development Program (RED) funding for the “Open for Business South Frontenac: Streamlining Development Approvals for Rural Economic Growth”, a development permitting software, which was approved for the full amount of \$139,208.00, with the County of Frontenac submitting a co-application on same.

OMAFRA indicates that co-applicants make for a much stronger application than a simple partner as noted on their application website which states:

Multiple Applicants

Projects with multiple Applicants are encouraged. Where there are multiple Applicants for a Project, one Applicant must be designated as the Lead Applicant. The Lead Applicant will be responsible for working with OMAFRA as the primary contact for the Project and will receive all payments. All other Applicants will be Co-applicants, who will be jointly and severally responsible for the Project with the Lead Applicant. All Applicants must sign a Contribution Agreement.

Projects where all Applicants are contributing financial or In-kind resources to the Project will be given preference.

As a result, the Township of South Frontenac requested the County of Frontenac be a co-applicant for this project, identifying two areas where the County could commit support/partnership, those being:

- Some in-kind support from the County's Continuous Improvement Planning Intern (and/or other assistance through the Planning/Continuous Improvement Departments relating to GIS and integration of our systems and processes – much of which is already happening)
- A financial contribution to the project. A cash contribution from a co-applicant significantly strengthens the application; and the project would serve to enhance the County's GIS services and streamlining of the Townships review/approvals processes.

Comment

The "Open for Business South Frontenac: Streamlining Development Approvals for Rural Economic Growth" is meant to improve and enhance the planning and building approval processes through new technology implementation and regional partnerships.

The project would involve:

- Implementation of a new Development Permitting and CMS software solution which would pull planning and building files together within one system (City View)
- Implement mobile technology (tablets/software) for building inspectors to reduce duplication of efforts in the office and in the field, provide clients with quick access to reporting electronically and ensure all data is being captured electronically within the new permitting system
- Integrate permitting information with the County's existing GIS (ESRI) system
- Make a larger amount of GIS information publicly available through web-based viewers to aid developers, businesses and residents
- Hire a temporary, Full-time employee for a two-year period to assist in the implementation of the new technology, the input of existing information and as a liaison between the Township and County for integration of GIS and other software solutions

- Utilize part-time in-kind services of the County's own continuous improvement planning intern to assist in the project

Although the scope of the project is limited to the Township of South Frontenac, it is anticipated that there will be tangible benefits for the County through GIS enhancement and circulation/commenting process improvements. This initiative is warranted as South Frontenac is anticipated to receive 70% of the anticipated population growth within the County, and given its proximity to the City of Kingston, to accommodate growing demands for Small and Medium sized Enterprises expansion and workforce housing needs.

The Township of South Frontenac is the designated Lead on this project, with all funding flowing through the Township. The Township will be responsible for all aspects of the project, including the hiring of a temporary full time employee. The only role played by the County will be the offering of the in-kind services, valued at \$5,000 and a financial contribution in the amount of \$5,000.

Council's authorization is required in order for the execution of the Agreement with OMAFRA for this funding.

Strategic Priorities Implications

Priority 1: Get behind plans that build community vitality and resilience in times of growth and change.

- 1.2 Refine and invest in efforts to accelerate economic development — to grow businesses, attract more visits and expand the tax base.
- 1.3 Pursue proactive planning approaches that reflect local concerns and priorities within strategic regional planning policy so as to enhance service levels, manage rising demand for new housing and deal with new types of development.

Priority 3: Champion and coordinate collaborative efforts with partners to resolve complex problems otherwise beyond the reach

- 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

Through [2019-089](#) County Council earmarked \$90,000 of its Municipal Modernization Funds towards Continuous Improvement/Planning Intern. There is sufficient funds available outside of the cost of the position to fund this request.

Organizations, Departments and Individuals Consulted and/or Affected

Susan Brant, Director of Corporate Services/Treasurer

Joe Gallivan, Director of Planning and Economic Development

Kevin Farrell, Manager of Continuous Improvement

Neil Carbone, Chief Administrative Officer, Township of South Frontenac

Claire Dodds, Director of Development Services, Township of South Frontenac

Recommend Report to Council

Corporate Services – Authorization to enter into an Agreement with the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) for the Rural Economic Development Program (RED) funding – “Open for Business South Frontenac: Streamlining Development Approvals for Rural Economic Growth”

February 19, 2020

Page 4 of 4



Report 2020-015

Recommend Report to Council

To: Warden and Council Members of the County of Frontenac
From: Kelly J. Pender, Chief Administrative Officer
Prepared by: Susan Brant, Director of Corporate Services/Treasurer
Date of meeting: February 19, 2020

Re: Corporate Services – 2019 Frontenac Howe Islander Petition for Subsidy

Recommendation

Resolved That the Council of the County of Frontenac accept the Corporate Services – 2019 Frontenac Howe Islander Ferry Petition for Subsidy report;

And Further That Council authorize the Clerk to petition the Ministry of Transportation for \$934,457.46.

Background

The operating agreement with the Ministry of Transportation (MTO) for the Frontenac Howe Islander Ferry came into effect in January 2004.

The terms of the agreement require the County of Frontenac to prepare and deliver a statement reconciling the actual operating costs and revenues for each calendar year by February 15th of the following year.

Comment

The financial information forwarded to MTO is presented in Appendix A to this report.

The contract with MTO authorizes the County to retain a reserve to which ticket and pass revenue over the 20% of expenditures can be allocated annually. The reserve balance cannot exceed 5% of the operating expenditures.

Sustainability Implications

The operation of the Frontenac Howe Islander Ferry ensures the long term viability of the community on Howe Island.

Financial Implications

In accordance with the agreement, the Provincial subsidy totals \$934,457.46 for 2019. This is calculated as 80% of the gross expenditure in 2019 of \$1,168,071.83.

Organizations, Departments and Individuals Consulted and/or Affected

Marine Services
Township of Frontenac Islands
Ministry of Transportation

Appendix A

Operating Costs	Eligible Expenditures
Salaries, Wages & Benefits	
Wages	794,594.00
Benefits	187,321.00
WSIB / EHT	109,550.00
Materials & Supplies:	
Repairs/Maintenance Supplies	13,780.00
Tickets	4,306.00
Fuel	892.00
Cables	0.00
Services:	
Hydro	0.00
Phone, Cell Phones	4,189.00
Insurance	8,160.00
Audit Fee	1,635.00
Legal Costs	-6,666.00
Sundry, Health & Safety	18,236.00
Machine Rental	0.00
Mileage	4,401.00
Lease	4,770.46
Subtotal **	1,145,168.46
Administration costs **	22,903.37
Total Operating Costs **	1,168,071.83
80% of Eligible Operating Costs **	934,457.46
Revenues:	
Ferry Passes	124,481.00
Ferry Fares	87,633.38
Other Revenue	13,498.80
Total Revenues **	225,613.18
20% of Operating Costs **	233,614.37
Revenues in excess of 20% of operating costs **	-8,001.19
FERRY REVENUE RESERVE:	
To Revenue Reserve 2019	-8,001.19
Balance in Reserve	57,269.84
TOTAL FERRY RESERVE **	49,268.65
5% OF OPERATING COSTS **	58,403.59

Recommend Report to Council
 Corporate Services –2018 Frontenac Howe Islander Ferry Petition for Subsidy
 February 20, 2019

Ferry Revenue Reserve	49,268.65
in excess of 5% of Operating **	9,134.94
Subsidy Payable:	
80% of Operating Costs **	934,457.46
Less:	
Revenues in excess of 20% of	
Operating Costs	0.00
Total Annual Subsidy	934,457.46
Prior year adjustment	0.00
TOTAL SUBSIDY PAYABLE -	934,457.46



Report 2020-016

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: February 19, 2020
Re: **Corporate Services – Amendments to By-law 2019-0039 to declare lands Surplus 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 – Amendments to By-law 2019-0039 to declare lands Surplus 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 the Clerk be authorized to bring forward a by-law later in the meeting to amend by-law 2019-0039 by deleting all reference to:

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;

and replacing with:

lands legally described as Portland Con 11 PT Lots 9 And 10, PIN #: 361460591 being Verona Street.

Background

The Township of South Frontenac plans to develop affordable seniors housing in Verona, which 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. As a result, at the regular meeting of Council held November 20, 2019, County Council received [2019-133](#) which resulted in the following motion:

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.

Carried

Later in that same meeting, By-law 2019-0039, 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, received First and Second Reading. Public Notice was given in accordance with By-law No. 17-1995, Sale and Disposition of Land, and at the December 18, 2019 regular meeting of County Council, By-law 2019-0039 received Third Reading and was finally passed.

Comment

During preliminary stages of work required to transfer the lands, it became apparent that the legal description provided for in By-law 2019-0039 was incorrect as the Municipal Property Assessment Corporation (MPAC) groups all of the K&P Trail under one Roll number. As a result, more trail than what was being requested, was approved to be transferred to South Frontenac. Staff at both municipalities were able to catch the error before the lands were transferred.

The purpose of this report is to amend the legal description in By-law 2019-0039 to ensure the appropriate lands are transferred. The correct legal description should be Portland Con 11 PT Lots 9 And 10, PIN #: 361460591 being Verona Street.

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.

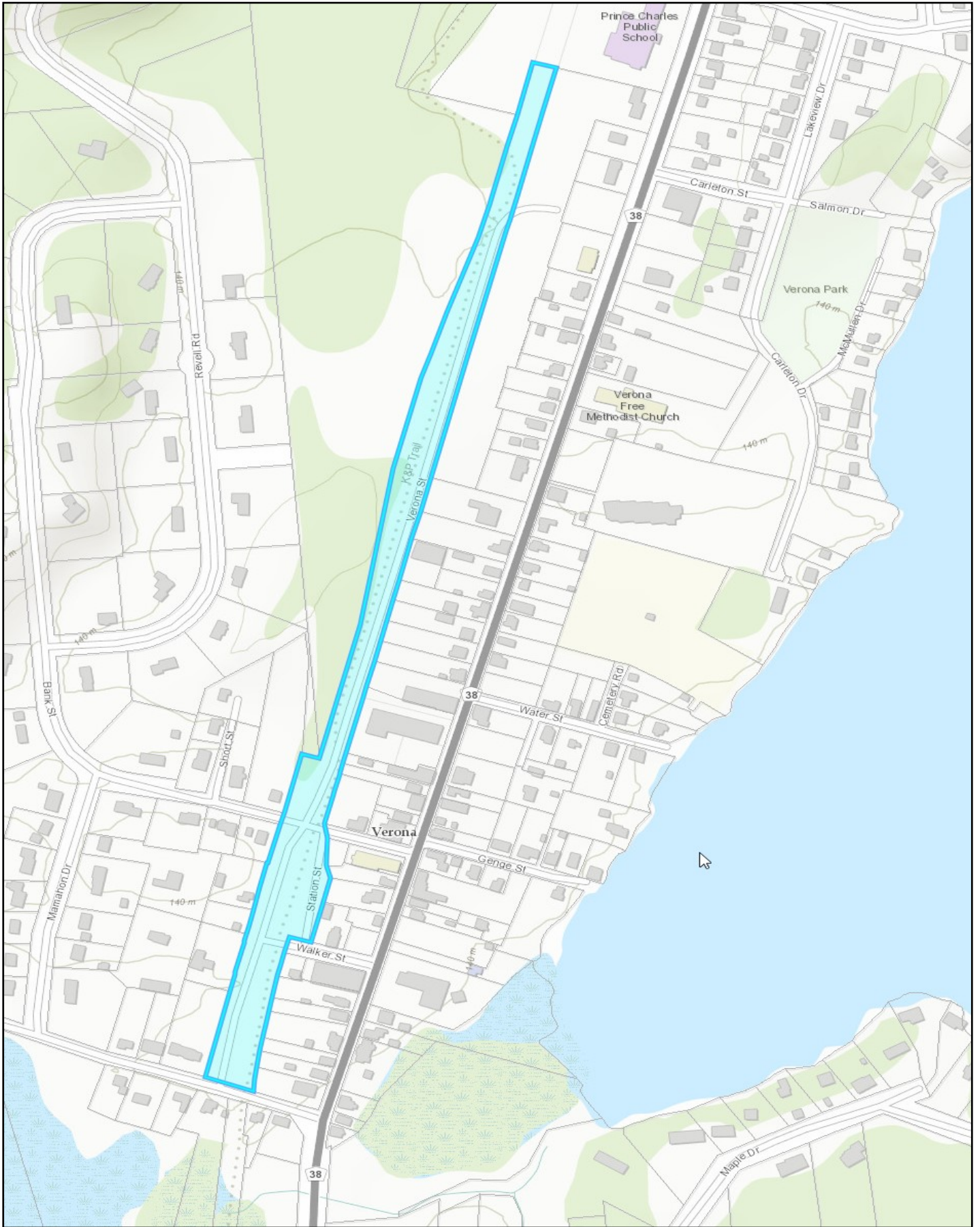
3.1 Work with the townships, other municipalities and levels of government **on broad infrastructure issues** — ranging from environmental concerns to regional transportation strategies for residential, social and economic purposes, and access to funding.

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







Report 2020-017

Council Recommend Report

To: Warden and Council of the County of Frontenac

From: Kelly Pender, Chief Administrative Officer

Prepared by: Lisa Hirvi, Administrator, Fairmount Home

Date of meeting: February 19, 2020

Re: Fairmount Home – Long-Term Care Home Service Accountability Agreement (LSAA) - Schedule E - Form of Compliance Declaration

Recommendation

Resolved That Council of the County of Frontenac receive the Fairmount Home Long-Term Care Home Service Accountability Agreement – Schedule E – Form of Compliance Declaration Report;

And Further That the Council of the County of Frontenac direct the Clerk to sign the Long-Term Care Home Service Accountability Agreement Schedule E – Form of Compliance Declaration and return to the Local Health Integration Network as required under the *Local Health System Integration Act*.

Background

The Long-Term Care Home Service Accountability Agreement (LSAA) is the service accountability agreement between a long-term care home licensee and the Local Health Integration Network (LHIN) and is required by the *Local Health Systems Integration Act* (LHSIA). It assists the LHIN in fulfilling its obligations to the Ministry of Long-Term Care (MOLTC), the Province and the taxpayers in respect of funding as well as its obligations under LHSIA to plan, fund and integrate the local health system. The current LSAA covers a three-year period ending March 31, 2022 and includes reporting requirements.

Comment

The LSAA reporting requirements include annual completion of Schedule E – Form of Compliance Declaration that is attached. After consultation with the appropriate officers and management, the Administrator believes that Fairmount Home has fulfilled its obligations during the reporting period from January 1, 2019 to December 31, 2019.

Schedule E – Form of Compliance Declaration

DECLARATION OF COMPLIANCE

Issued pursuant to the Long Term Care Service Accountability Agreement

To: The Board of Directors of the South East Local Health Integration Network (the "LHIN"). Attn: Board Chair.

From: The Board of Directors (the "Board") of the Corporation of the County of Frontenac (the "HSP")

For: Fairmount Home (the "Home")

Date: February 19, 2020

Re: January 1, 2019 – December 31, 2019 (the "Applicable Period")

The Board has authorized me, by resolution dated **February 19, 2020**, to declare to you as follows:

After making inquiries of the **Administrator, Lisa Hirvi**, and other appropriate officers of the HSP and subject to any exceptions identified on Appendix 1 to this Declaration of Compliance, to the best of the Board's knowledge and belief, the HSP has fulfilled, its obligations under the long-term care service accountability agreement (the "Agreement") in effect during the Applicable Period.

Without limiting the generality of the foregoing, the HSP confirms that

- (i) it has complied with the provisions of the Local Health System Integration Act, 2006 and with any compensation restraint legislation which applies to the HSP; and
- (ii) every Report submitted by the HSP is accurate in all respects and in full compliance with the terms of the Agreement;

Unless otherwise defined in this declaration, capitalized terms have the same meaning as set out in the Agreement between the LHIN and the HSP effective April 1, 2019.

Jannette Amini,
Manager of Legislative Services/Clerk

Schedule E – Form of Compliance Declaration Cont'd.

Appendix 1 - Exceptions

[Please identify each obligation under the LSAA that the HSP did not meet during the Applicable Period, together with an explanation as to why the obligation was not met and an estimated date by which the HSP expects to be in compliance.]

Not applicable



Report 2020-021

Council Recommend Report

To: Warden and Council of the County of Frontenac

From: Kelly Pender, Chief Administrative Officer

Prepared by: Lisa Hirvi, Administrator, Fairmount Home

Date of meeting: February 19, 2020

Re: Fairmount Home – Long-Term Care Home Service Accountability Agreement (LSAA) Amending Agreement

Recommendation

Resolved That Council of the County of Frontenac received the Fairmount Home – Long-Term Care Home Service Accountability Agreement (LSAA) Amending Agreement for approval;

And Further That the Council of the County of Frontenac authorize the Warden and Clerk to execute the LSAA Amending Agreement and return to the Local Health Integration Network as required by the Local Health Integration Network (LHIN) and Ontario Health.

Background

The LSAA is the service accountability agreement between a long-term care home licensee and the LHIN. The Council of the County of Frontenac previously approved the signing of the LSAA for a three-year period ending March 31, 2022.

Comment

The LHIN provided a Notice of Amendment and an Amending Agreement with respect to the LSAA to extend it to June 30, 2020. It includes amendments to reflect legislative changes and to simplify the anticipated transition of the LSAA to the Ontario Health. The changes are detailed in the LSAA Amending Agreement. While the LSAA will remain with the LHIN, as of March 31, 2020, it is expected that the LSAA will be transferred to Ontario Health by Minister's transfer order. The three-month extension will help to enable the changes to the LSAA that will address the Ministry of Health and Ontario Health priorities.

Attached is the LSAA Amending Agreement including Appendix 1 – Service Accountability Agreement with the amendments.

Sustainability Implications

The LSAA Amending Agreement is the next step in working together and with others to achieve evolving provincial priorities including building a connected and sustainable health care system centered on the needs of patients, their families and their caregivers.

Financial Implications

If the LSAA is not signed, the LHIN will discontinue the flow of funds to Fairmount Home.

Organizations, Departments and Individuals Consulted and/or Affected

Consulted

- Fairmount Home, Management
- Chief Administrative Officer
- South East Local Health Integration Network
Affected
- County of Frontenac – Fairmount Home
- Local Health Integration Network
- Ontario Health



Report 2020-022

Council Recommend Report

To: Warden and Council
From: Kelly Pender, Chief Administrative Officer
Prepared by: Richard Allen, Manager of Economic Development
Date of meeting: February 19, 2020
Re: **Planning and Economic Development – Request to the Township of Central Frontenac for the conveyance of lands occupied by the Frontenac K&P Trail**

Recommendation

Be It Resolved That the Council of the County of Frontenac direct staff to submit a request to the Township of Central Frontenac to convey Township owned lands occupied by the Frontenac K&P Trail to the County of Frontenac as described in this report.

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. Frontenac County’s vision is that the K&P Trail form a connecting spine that establishes regional connections for Frontenac communities.

As part of the 2020 budget process, County Council agreed to the development of 14 kilometres of the Frontenac K&P Trail from Sharbot Lake to Clarendon Station, contingent on a successful grant application to the Rural Economic Development Program and leveraging 2019 gas tax funds previously allocated for K&P Trail development ([Report 2019-89](#)) as part of a one-time doubling of the gas tax transfer.

Comment

With construction planned for later this year on the Frontenac K&P Trail from the Village of Sharbot Lake to Clarendon Station in 2020, it is staff recommendation that ownership of these lands be transferred from the Township of Central Frontenac to the County of

Frontenac. As the primary investor in the infrastructure, it is in the County's best interest to own, maintain and manage the improved asset to ensure long-term sustainability of the infrastructure.

The attached mapping shows the general properties associated with this request, identified by the following PIN numbers: 362290261, 362290264, 362290266, 362290268, 362290270, 362290276, 362290280, 362290283, 362290285, 362290289, 362290291, 362330112, 362330117, 362330443, 362330446, 362330467

Should the Township of Central Frontenac respond affirmative to this request, a detailed review of the properties will be undertaken prior to a legal agreement and conveyance.

This proposed acquisition and the planned construction supports County Council's vision for a north-south "Trail Spine" connecting communities across Frontenac County. Central Frontenac, as current owner, has already agreed to participate in the infrastructure improvement program planned for this year, and transfer of ownership should not interfere with planned works.

Strategic Priority Implications

Priority 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

The legal costs associated with the transfer of properties occupied by Frontenac K&P Trail will be covered within the existing 2020 Economic Development budget. At the stage of agreement, a follow up report will be brought to Council outlining the details of the transfer, the final list of lands to be acquired and the associated financial gains or losses realized through the transfer.

Organizations, Departments and Individuals Consulted and/or Affected

Frontenac County Planning and Economic Development Department
Susan Brant, Director of Corporate Services/Treasurer
Township of Central Frontenac



Report 2020-023

Council Recommend Report

To: Warden and Council
From: Kelly Pender, Chief Administrative Officer
Prepared by: Richard Allen, Manager of Economic Development
Date of meeting: February 19, 2020
Re: **Planning and Economic Development – Support for Sharbot Lake Downtown Revitalization Project (RED Grant)**

Recommendation

Be It Resolved that the Council of the County of Frontenac support the Township of Central Frontenac in the completion of an application to the Rural Economic Development (RED) Program for the purpose of conducting a Downtown Revitalization Program in the Village of Sharbot Lake;

And further that the Council of the County of Frontenac agree to serve as co-applicant the project, sharing responsibility for project implementation;

And further that Council allocate \$2,000 from the Community Development Reserve towards the Downtown Revitalization project should the said application be successful;

And further that the Warden and the Clerk be authorized to enter into an agreement with the Province of Ontario should the said application be successful.

Background

The Township of Central Frontenac has received funding to reconstruct Elizabeth Street and portions of Robert Street and Garrett Street in the Village of Sharbot Lake during the years of 2020 and 2021. Township staff, in consultation with County Planning and Economic Development staff, recognized an important opportunity to leverage this infrastructure project to engage the community with regard to how the project can create opportunities for economic development.

At the ROMA Conference on January 20, 2020, Premier Ford announced a new intake for Rural Economic Development grants, closing February 24. Subsequently, Township and County Staff met with OMAFRA representative Karen Fischer about the Downtown

Revitalization Program, the Rural Economic Development funding program and the possibilities of a successful application. As a result of these discussions, it was determined that a Downtown Revitalization Program is ideal given the pending village construction project.

With support from Ms. Fischer, County and Township staff met with the Central Frontenac Township Economic Development Committee on January 31st and the committee passed the following motion:

Moved by: Bill Bowick
Seconded by Alison Robinson

that the Central Frontenac Economic Development Committee endorse the joint proposal from Public Works and Frontenac County to complete a RED Grant application for a Downtown Revitalization program in Sharbot Lake.

AND THAT the Economic Development Committee is willing to serve as the advisory committee for this project.

CARRIED

Discussion

The regional economic development branch of the Ontario Ministry of Agriculture, Food and Rural Affairs has developed a [Downtown Revitalization Program](#) framework which has been implemented in the downtowns of over 70 communities across rural Ontario since 2005 and supported by the program.

Since 2016, some outcomes captured from surveyed communities include

- 25 new businesses locating to the downtowns adding 37,574 of new commercial space,
- 303 existing businesses making physical improvements representing a construction value of \$14.9 million
- New public investment of \$8.4 million in Downtown Revitalization initiatives, including \$5.7 from municipalities

The program is led by a local coordinator who will generally undertake the following activities:

- Market Analysis (Building and Business Inventory, Business Mix and Location Analysis, Business Owners Survey, Customer Point of Origin Survey, Resident Survey)
- Streetscape Design Exercise

- Development of an Action Plan for future investments and initiatives to further strengthen the downtown

Successful downtown construction projects require consistent engagement with local businesses, residents and retail customers. Staff assert that that implementation of a Downtown Revitalization Program alongside the Elizabeth Street construction project will maintain a high level of engagement, and potentially realized opportunities for economic development and investment that were not previously realized within the scope of this project.

It is anticipated that RED program recipients will be announced in May or June. If successful, a Downtown Revitalization Coordinator will be hired by the Township with the goal of launching the program in July.

Strategic Priority Implications

Priority 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 3.1: 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

The proposed budget for the Sharbot Lake Downtown Revitalization Program is \$100,000, supported by \$50,000 from the Economic Diversification stream of RED Program funding. The Township of Central Frontenac will lead this project, and has allocated \$43,000 towards its success. The Sharbot Lake Business Group is supporting the project with \$5,000. Staff recommend that \$2,000 from the Community Development Reserve be dedicated to support this project.

Organizations, Departments and Individuals Consulted and/or Affected

Frontenac County Planning and Economic Development Department
Township of Central Frontenac
Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA)
Central Frontenac Township Economic Development Committee
Sharbot Lake Business Group
Businesses located in the Village of Sharbot Lake



Report 2020-024

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: February 19, 2020

Re: **Corporate Services – Authorization for the use of the Municipal Modernization Fund for County costs associated with the Joint Service Delivery Review with the County’s Member Municipalities**

Recommendation

Be It Resolved That the Council of the County of Frontenac receive for information the Corporate Services – Authorization for the use of the Municipal Modernization Fund for County costs associated with the Joint Service Delivery Review with the County’s Member Municipalities;

And Further That staff be authorized to expense the additional \$11,000 for the County’s share of the Joint Service Delivery Review project with Member Municipalities from the County’s Municipal Modernization Fund.

Background

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

Further information was received on November 12th 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.

review will also consider other regional neighbors for opportunities due to proximity, geography or availability of most effective services.

The service review will be the first phase of the process. A second phase would be for the implementation of recommendations once a final report is received and reviewed and selected recommendations have been approved to move forward.

The project is intended to identify creative and innovative solutions to regional service delivery and to provide recommendations and preliminary or other efficiency cost savings estimates that are realistic and practical to implement. Each recommendation for action would include a detailed implementation guideline including findings on existing strengths, challenges, and gaps in the approach for implementing the recommendations.

To provide an objective review, an outside firm will be engaged to perform the work and make suggestions for service delivery optimizations and alternate opportunities to realign services.

The Expression of Interest submitted estimated the cost of the project to be \$150,000, based on a similar review being undertaken by the County of Wellington in 2019 through KPMG where the cost per municipality was \$25,000. The submission estimated \$25,000-30,000 per municipality. Using the \$30,000 upset limit, the submission by the Frontenacs identified a project cost of \$150,000.

With Council support from all Frontenac Municipalities, a joint application was submitted to the Ministry for a Regional Service Delivery Review. This application was approved in the amount of \$150,000.

Comment

A Request for Proposals was issued on January 17, 2020 for a Regional Service Deliver Review and closed on February 6, 2020.

Seven proposals were received. Through consultation with all Frontenac Municipalities, three proponents were selected for an interview.

The chart below summarizes the scoring of the 3 top submissions (out of 100).

KPMG	Strategy Corp	WSCS
82	85	78

Although not the lowest cost submission, the Frontenac Municipalities' CAOs and Treasurers felt that Strategy Corp offered the best overall proposal and methodology for the project. South Frontenac has used their services in the past and has been satisfied with their professionalism and the services they provide.

The cost of the contract is \$201,043 (excluding HST). After the offsetting \$150,000 grant, this leaves an amount of \$51,000 that the Frontenac Municipalities have agreed to split equally (approximately \$10,200 each).

Given that any costs associated with this project were not included in the 2020 budget, the purpose of this report is seek Council authorization to expense the additional costs, up to a maximum of \$11,000, from the County's Municipal Modernization Fund.

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

As noted, the cost of the contract is \$201,043 (excluding HST). After the offsetting \$150,000 grant, this leaves an amount of \$51,000 that the Frontenac Municipalities have agreed to split equally (approximately \$10,200 each). Through Report [2019-089](#) County Council allocated its Municipal Modernization Funds towards various projects. Staff are recommending the use of the County's Municipal Modernization Funds to cover costs associated with this project.

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 2020-013

Information 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: February 19, 2020

Re: Corporate Services – Southern Frontenac Community Services and Rural Frontenac Community Services Year End Transportation Statistical Reports

Recommendation

This report is for information purposes only.

Background

As part of the 2019 budget deliberations, County Council provided both Southern Frontenac Community Services and Rural Frontenac Community Services with \$48,000 each to assist in the cost of delivering their respective transportation services to the residents of Frontenac County. As a requirement of the funding, both agencies were required to sign a one (1) year contract for services.

Comment

As required, both agencies executed agreements with the County of Frontenac in March 2019.

Part 1 of the agreement requires that the funds are only to be used for the purposes outlined in Appendix A of the document, as approved by the Council Frontenac on February 20, 2019, with Appendix A being each agencies respective Business Plan.

Part 5 of the agreement requires that each agency submit to Frontenac activity reports upon request and participate in an evaluation of the contracted service to assess the success of the initiative in meeting the identified objectives.

Both agencies file quarterly reports to the Clerk, with said reports being forwarded to County Council through the weekly distribution.

The purpose of this report is to provide County Council with Southern Frontenac Community Services and Rural Frontenac Community Services Year End Transportation Statistical Reports, attached to this report as Appendix A and B respectively.

Strategic Priorities Implications

As part of the Vision for the County of Frontenac in its 2019-2022 Strategic Plan, it identifies accountability and states:

As a framework for strategic planning, this future vision incorporate goals related to:

- Building the County’s organizational capacity in line with its mandate and accountabilities.

Additionally, Other Important and Continuing County Priorities, identifies:

- 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 are no financial implications associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected

Susan Brant, Director of Corporate Services/Treasurer
David Townsend, Executive Director, Southern Frontenac Community Services
Louise Moody, Executive Director, Rural Frontenac Community Services



Report 2020-018

Council Information Report

To: Warden and Council
From: Kelly Pender, Chief Administrative Officer
Prepared by: Lisa Hirvi, Administrator
Date of meeting: February 19, 2020
Re: **Fairmount Home – Quarterly Update Activity Report**

Recommendation

This report is for information purposes only.

Background

The following information is an update regarding the activities/challenges at Fairmount Home (“Fairmount”) from October 1, 2019 to December 31, 2019 as well as significant updates in January 2020.

Comment

Accreditation

In December 2019, Fairmount received the Three-Year Accreditation with [CARE Canada](#). Fairmount’s management team is preparing quality improvement plans (QIP) for the four (4) recommendations identified in the accreditation report. The QIPs will be submitted by the March 2, 2020 deadline.

Ministry of Long-Term Care – Inspections

During the fourth quarter, there was one (1) inspection regarding a critical incident reported to the Ministry of Long-Term Care (MOLTC) related to a resident fall that resulted in injury. A ministry inspection was conducted in November 2019 resulting in a written notification (WN) and a voluntary plan of correction (VPC) regarding staff failing to comply with the licensee’s lift policy. Management has prepared a VPC to achieve compliance with Fairmount’s policy for safety and security and specifically the use of mechanical lifts.

In January 2020, the MOLTC conducted an inspection regarding a complaint logged with the ministry. There was one (1) WN issued, which stated “the licensee shall ensure that the resident, the resident’s substitute decision-maker, if any, and any other person

designated by the resident or substitute decision-maker are given the opportunity to participate fully in the development and implementation of the resident's plan of care". Management have reviewed the findings and will implement changes, as appropriate.

The public versions of the reports are posted at Fairmount for public review. The Ministry of Health and Long-Term Care publishes the [Reports on Long-Term Care Homes](#) on its website.

Thank you to the management and staff who worked professionally and cooperatively with the ministry inspectors.

MOLTC – Long-Term Care Home Performance Report

The MOLTC released a new LTC Home Performance Report for LTC Homes in early October 2019 and released the latest version of the report with data as of September 30, 2019. The ministry will be updating the report on a quarterly basis. Work on the public release of the data continues and homes will be given advance notice of any public releases. Until then, the information contained in the reports is subject to confidentiality. Management are reviewing the reports and responding, as appropriate.

Outbreaks

During the fourth quarter, there were no outbreaks declared. However, KFL&A Public Health declared an acute respiratory outbreak on January 13, 2020. There were five (5) residents and four (4) staff affected during the outbreak before it was declared over on January 20, 2020. Thank you to the management and staff who were diligent in managing the outbreak. The legislated reporting was completed to the required Ministries including the MOLTC, Ministry of Labour (MOL) and Kingston, Frontenac, Lennox & Addington (KFL&A) Public Health.

Public Health Inspection

During the fourth quarter, KFL&A Public Health conducted a routine inspection on November 26, 2019 in the main kitchen, serveries and general store. There were no violations. Thank you to the management and staff who work professionally and cooperatively with the public health inspector. The [Food Establishment and Restaurant Reports](#) are posted on its website.

Fire Drill in Vulnerable Occupancy

In accordance with Ontario Regulation 364/13 Mandatory Inspection – Fire Drill in Vulnerable Occupancy, a timed egress was conducted on December 4, 2019, which involved one resident home area and a limited number of residents (represented by staff as stand-ins). The evacuation was completed within the time allotted by the fire department who were onsite to observe the fire drill and provide feedback. Thank you to the Manager of Environmental Services for leading the annual timed egress and staff for their participation. In follow-up to the annual timed egress, approximately 25 members of Kingston Fire & Rescue were onsite to tour and learn more about Fairmount in case of an actual emergency. Thank you to Kingston Fire & Rescue for being proactive partners in the safety of our residents, staff and volunteers.

Strategic Priority Implications

Not applicable

Financial Implications

The financial implications are outstanding for the final phase of the lighting replacement, which was previously communicated in the Council Information [Report 2018-083](#) dated June 20, 2018.

Organizations, Departments and Individuals Consulted and/or Affected

Fairmount Home staff, residents, volunteers
Frontenac County staff



Report 2020-020

Information 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: February 19, 2020
Re: Corporate Services – Updated Financial Implications regarding – Complaint Filed against a Member of Council

Recommendation

This report is for information purposes only.

Background

At the January 15, 2020 County Council meeting, Council received [2020-003](#), Report Received from Aird Berlis, Integrity Commissioner Complaint Filed, which provided Council with a copy of the final Report on the Code of Conduct Complaint 2019-01 submitted by Laura Dean of Aird Berlis.

Comment

At the time of the writing of report 2020-003, staff had received 2 invoices from Aird Berlis placing the total amount of the investigation at \$5,752.83. Since that time, staff have received an additional invoice for work carried out in December, 2019, which had not been included in the first two invoices. The invoice received for work in December was in the amount of \$3,130.21. In addition, there is one outstanding invoice yet to be received in the amount of \$127.13, for services rendered January 3, 2020, bringing the full cost of the complaint to \$9,010.17.

Strategic Priorities Implications

As part of the Vision for the County of Frontenac in its 2019-2022 Strategic Plan, it identifies accountability and states:

As a framework for strategic planning, this future vision incorporate goals related to:

- Building the County’s organizational capacity in line with its mandate and accountabilities.

Additionally, Other Important and Continuing County Priorities, identifies:

- 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

The County budgets \$5,000 annually to cover potential costs of meeting investigations. The Final invoice from Aird Berlis in the amount of \$3130.21 with one outstanding invoice yet to be received in the amount of \$127.13, brings the total cost of the investigation to \$ 9,010.17, resulting in a \$3,883.04 deficit for 2019. The \$127.13 will be expensed from the 2020 budget as this expense was for services January 3, 2020. Any annual surplus or deficit to the 2019 County budget is expensed/credited to the working fund reserve.

Organizations, Departments and Individuals Consulted and/or Affected

Susan Brant, Director of Corporate Services/Treasurer
Alex Lemieux, Deputy Treasurer
Laura Dean, Aird Berlis



Committee Report

To: Warden and Council Members of the County of Frontenac

From: Brianna Saunders, Administrative Clerk

Date of meeting: February 19, 2020

Re: Community Development Advisory Committee – Report to Council

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:

2020-012

**Community Development Advisory Committee
The Royal Winter Fair**

Be It Resolved That the County of Frontenac participate in the Royal Winter Fair's 2020 Spotlight on Local, pending the availability of free exhibition space and the interest of Frontenac Ambassadors.



FRONTENAC

Minutes of the Community Development Advisory Committee Meeting February 13, 2020

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, February 13, 2020 at 10:00 AM

Present:

Betty Hunter, Chair
Barrie Gilbert
Wilma Kenny, Vice Chair
Councillor Alan Revill, Council Liaison
Lisa Henderson
Greg Rodgers

Regrets:

Mary Kloosterman
Councillor Denis Doyle

Staff Present:

Richard Allen, Manager of Economic Development
Alison Vandervelde, Community Development Officer
Joe Gallivan, Director of Planning and Economic Development

1. Call to Order

Mr. Allen called the meeting to order at 10:03 a.m.

3. Election of Officers

The Election of Officers was conducted by Mr. Allen.

Community Development Advisory Committee Meeting Minutes
February 13, 2020 -10:00 AM

a) Election of Chair

Moved By: Ms. Kenny
Seconded By: Mr. Gilbert

That Betty Hunter be elected Chair of the Community Development Advisory Committee for 2020.

Carried

Moved By: Mr. Gilbert
Seconded By: Ms. Henderson

That nominations for the Chair be closed.

Carried

Ms. Hunter accepted the nomination of Chair.

b) Election of Vice Chair

Moved By: Mr. Gilbert
Seconded By: Ms. Henderson

That Wilma Kenney be elected Vice Chair of the Community Development Advisory Committee for 2020.

Carried

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

That nominations for the Vice Chair be closed

Carried

Ms. Kenny accepted the nomination of Vice-Chair.

Ms. Hunter assumed the Chair.

2. Adoption of the Agenda

Moved By: Ms. Henderson
Seconded By: Mr. Gilbert

That the agenda for the February 13, 2020 meeting of the Community Development Advisory Committee be adopted.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

There were none.

4. Adoption of Minutes

a) Minutes of Meeting held November 14, 2019

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

That the minutes of the Community Development Advisory Committee meeting held November 14, 2019 be adopted as amended.

Carried as Amended

On page 2 of 5 the reference to “Mr. Vanderburgt” be amended to “Ms. Vanderburgt”.

5. Deputations and/or Presentations

Ms. Debbie Fitzerman, DFC BBQ Sauce briefed the Community Development Advisory Committee regarding her experience with the Royal Winter Fair

Ms. Fitzerman described her experience to the committee as a great opportunity for DFC Condiments. DFC attended the show for the full 10 days, and observed that Frontenac staff communicated well with vendors who arrived well prepared for the show. Networking with other vendors in the booth and with other vendors across the Spotlight on Local feature was valuable. DFC observed that the final weekend of the show was the most successful. Ms. Fitzerman reported that for their business model, which is centered on wholesaling, a different show – like SIAL Canada – is likely to be a better fit. In speaking with another vendor at The Royal, Ms. Fitzerman discovered that exhibition space can cost as much as \$3,500. Attending The Royal as part of Frontenac’s Spotlight on Local, DFC was able to get the experience at no cost. The collaborative nature of the booth caused a bit of confusion in terms of branding. There was not a clear booth brand and vendors in the booth rotated in/out and moved around within the booth frequently.

Councillor Alan Revill entered the meeting at 10:15 a.m.

6. Reports to the Community Development Advisory

a) **2020-010
Community Development Advisory Committee
Regional Gateway Signs – Final Report**

Mr. Allen gave an overview of the regional signage report. Mr. Gilbert commented that the signage is very attractive and particularly well-handled on Wolfe Island. Committee members agreed that the regional signs look good.

b) **2020-011
Community Development Advisory Committee
Tourism Sentiment Index**

Mr. Allen gave an overview of the report.

Mr. Rodgers has been informally researching customer reviews of Sharbot Lake businesses through Google Maps and has found that most businesses are rated at 4.2 out of 5 but the village itself is rated at 3.2. This indicates that there are great businesses in the village and there is potential for a collaborative strategy to positively impact the overall visitor experience in Sharbot Lake.

Mr. Allen mentioned that he is looking into undertaking a Destination Development Strategy, with support from the Regional Tourism Organizations, which could include the kind of work Mr. Rodgers is referring to.

Mr. Gilbert suggested that the volume of conversations about nature photography could be low in part because people are not familiar with the best locations to view and photograph wildlife in the region. Reaching out to special interest groups, like the Kingston Field Naturalists and encouraging them to talk via more liberally on social media about their experiences could boost the visibility of nature photography and wildlife viewing as an attractive visitor experience in Frontenac.

Mr. Rodgers mentioned he sees great potential for targeting and attracting a wide variety of special interest groups to Frontenac for all kinds of experiences.

Ms. Kenney cautioned that increased marketing can sometimes attract more visitors than the event or attraction is prepared to handle. It is important that the impact of increased visitation is weighed against available resources and infrastructure.

Ms. Henderson suggested using photography contests and specific hashtags could be used to encourage people toward certain activities.

Ms. Hunter observed that online engagement and awareness of the dark sky viewing area is growing all the time. She recently posted about a couple of satellites that nearly colliding and the post got 14,000 views.

c) **2020-012**
Community Development Advisory Committee
The Royal Winter Fair

Moved By: Councillor Revill
Seconded By: Ms. Henderson

Be It Resolved That the County of Frontenac participate in the Royal Winter Fair's 2020 Spotlight on Local, pending the availability of free exhibition space and the interest of Frontenac Ambassadors

Carried

Ms. Vandervelde gave an overview of the report. Anne Prichard spoke to her involvement as a volunteer at the event. She indicated that some vendors may not return to The Royal again as long term sales relationships were not as prolific as anticipated. Councillor Revill asked about staff time required. Mr. Allen indicated that in 2019, there were about 18 days of staff time invested in the event.

7. Communications

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**8. Other Business**

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9. Next Meeting

The next regular meeting of the Community Development Advisory Committee is scheduled for Thursday, April 9, 2019 at the County Administrative Offices.

10. Adjournment

Moved By: Mr. Gilbert
Seconded By: Councillor Revill

That the meeting hereby adjourn at 11:18 a.m.

Carried