



**Frontenac County Council Meeting**  
**Wednesday, March 17, 2021 – 9:00 a.m.**  
**Council will resolve into Closed Meeting**  
**and will reconvene as regular Council at 9:30 a.m.**  
Meeting to be held in combination of in person and Virtual  
Electronic Format,  
and live streamed on the County of Frontenac's YouTube  
Channel  
<https://youtu.be/9v0mppQsjyQ>  
The Kingston Frontenac Rotary Auditorium  
2069 Battersea Road, Glenburnie, ON

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## **Agenda**

Page

### **Call to Order**

### **Closed Session**

- a) **Resolved That** Council resolve itself into Committee of the Whole closed session as authorized under Section 239 of The Municipal Act, to consider:
1. Adoption of Closed Minutes of Meetings held February 17, 2021
  2. Labour relations or employee negotiations - as it relates to attendance management
  3. A proposed or pending acquisition or disposition of land by the municipality or local board - as it relates to the potential location of an additional land ambulance base
  4. Labour relations or Employee Negotiations - as it relates to the potential location of an additional land ambulance base
  5. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board - as it relates to the potential location of an additional land ambulance base

**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**

13 - 23

- a) Minutes of Meeting held February 17, 2021  
**Resolved That** the minutes of the regular Council meeting held February 17, 2021 be adopted.

**Deputations and/or Presentations**

- a) **Mr. Marc Moeys** of the Verona District ATV Club will address Council in support of ATV access on the K&P Trail through Verona.  
[See Recommend Reports from the Chief Administrative Officer, clause e)]

**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**

24 - 36

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

**Unfinished Business**

**Recommend Reports from the Chief Administrative Officer**

37 - 39

- a) **2021-022**  
**Emergency and Transportation Services**  
**Community Paramedicine for Long-Term Care**  
**Recommendation**

**Resolved That** the Council of the County of Frontenac receive the Emergency and Transportation Services –Frontenac Paramedics – Community Paramedicine for Long-Term Care report for information.

**And Further That** the Council of the County of Frontenac authorize the Warden and Clerk to execute an agreement with the Her Majesty the Queen in right of Ontario as represented by the Minister of Long-Term Care for a Community Paramedicine program.

**And Further That** the Council of the County of Frontenac accept the staffing plan and hiring of positions to support this Community Paramedicine Program.

- 40 - 42            b)    **2021-023**  
**Emergency and Transportation Services**  
**2020 Legislated Response Time Standard Performance Plan -**  
**Reporting to the Ministry of Health and Long Term Care (MOHLTC)**  
**Recommendation**

**Resolved That** the Council of the County of Frontenac receive the Emergency and Transportation Services - 2020 Legislated Response Time Standard Performance Plan Reporting to Ministry of Health and Long Term Care (MOHLTC) for information,

**And Further That** the 2020 Response Time Standard Performance Plan outcomes for the County of Frontenac be reported to the Director, Emergency Health Regulatory and Accountability Branch, Ministry of Health and Long Term Care as required by legislation.

- 43 - 45            c)    **2021-024**  
**Corporate Services**  
**Amendments to Procedural By-law 2013-0020 regarding updates to**  
**the CAO Performance Appraisal Review Panel Terms of Reference**  
**Recommendation**

**Resolved** that the Council of the County of Frontenac receive the Corporate Services – Amendments to Procedural By-law 2013-0020 regarding updates to the CAO Performance Appraisal Review Committee Terms of Reference report for information;

**And Further That** Procedural By-law 2013-0020, as amended, be further amended to add to Schedule B-6, under Mandate/Terms of Reference: 4, a., an additional bullet as follows:

- v. To avoid any real or perceived conflict of interest, pecuniary interest or personal gain for the CAO, their family or associates, an annual disclosure memo be presented to the Panel on any external activities that he/she is currently engaged in.

46 - 48

- d) **2021-025**  
**Corporate Services**  
**Appointment of an Area Weed Inspector for the County of Frontenac**  
**Recommendation**

**Be It Resolved That** the Council of the County of Frontenac receive the Corporate Services – Appointment of an Area Weed Inspector for the County of Frontenac report for information;

**And Further That** the Clerk be directed to bring forward a by-law later in the meeting appointing Kelly J. Pender as Area Weed Inspector for the County of Frontenac.

49 - 71

- e) **2021-028**  
**Planning and Economic Development**  
**Review of motorized access to the Verona Corridor of the Frontenac K&P Trail**  
**Recommendation**

**Be it Resolved That** access for ATV use on the Frontenac K&P Trail from Craig Road south to the Verona Trailhead at Bellrock Road be permitted on a permanent basis.

72 - 93

- f) **Staff Briefing:** Mr. Kelly Pender, CAO and Chief Chevalier, will brief the Committee of the Whole with respect to Proposed Paramedic Deployment Plan  
[See Recommend Reports from the Chief Administrative Officer clause g)]

g) **2021-027**  
**Office of the Chief Administrative Officer**  
**Proposed Paramedic Deployment Plan**

Council will re-enter closed session during deliberations of this report

**Recommendation:**

**Be It Resolved That** the Council of the County of Frontenac receive the briefing and report 2021-027 – Proposed Paramedic Deployment Plan:

**And Further That** the Council of the County of Frontenac direct staff to proceed with the planning process for the construction of a paramedic station to be located at the property identified in the closed session report;

**And Further That** as part of the planning process a detailed financial plan be completed that will provide for a predictable budget impact;

**And Further That** the sum of \$25,000 be taken from the sustainability reserve for the purpose of completing the planning process;

**And Further That** staff report back to Council regarding progress on the plan prior to the end of September 2021.

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

1. A proposed or pending acquisition or disposition of land by the municipality or local board - as it relates to the potential location of an additional land ambulance base
2. Labour relations or Employee Negotiations - as it relates to the potential location of an additional land ambulance base
3. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board - as it relates to the potential location of an additional land ambulance base

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

**Information Reports from the Chief Administrative Officer**

a) **2021-029**  
**Corporate Services**  
**2020 Remuneration and Reimbursement of Expenses to Council Members and Non-Council Appointees Report**

**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 - Deputy Warden 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**

- a) **Staff Briefing:** Mr. Kelly Pender, Chief Administrative Officer, will brief the Committee of the Whole with the Detailed Designs developed by Colbourne & Kembel Architects Inc. as being recommended by the Administrative Building Design Task Force.

102 - 113

b) **Report of the Administrative Building Design Task Force**

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

**Report of the Administrative Building Design Task Force**

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

**2021-021**

**Office of the Chief Administrative Officer**

**Review of Detailed Design Plans and Budget Financial Analysis for the Joint Administrative Building**

**Be It Resolved That** the Office of the Chief Administrative Officer – Office of the Chief Administrative Officer – Review of Detailed Design Plans and Budget/Financial Analysis for the Joint Administrative Building be received;

**And Further That** the Administrative Building Design Task Force approve the Detailed Designs developed by Colbourne & Kembel Architects Inc. and proceed through Phase 3 of the Workplan – RFP for Detailed Design, as noted in the report.

**Return to Council**

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

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

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

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

**Giving Notice of Motion**

**Communications**

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

- a) From Robert Tremblay, AMCTO President Regarding An Open Letter to Ontario Municipal Councils  
[Distributed to Members of County Council February 19, 2021]
- b) From the Township of Perry Regarding Community Safety & Well-Being Plan - Extension Request  
[Distributed to Members of County Council February 26, 2021]
- c) Letter of Support from the Township of Perry Regarding Children and Childcare as part of the Governments Post Pandemic Recovery Plan  
[Distributed to Members of County Council February 26, 2021]
- d) Letter of Support from the Township of Perry regarding the Ontario Fire College  
[Distributed to Members of County Council February 26, 2021]
- e) From the Township of the Archipelago Regarding the Review of the Municipal Elections Act  
[Distributed to Members of County Council February 26, 2021]
- f) Letter of Support from the Municipality of St. Charles Regarding the Cannabis Act and Health Can Guideline  
[Distributed to Members of County Council February 26, 2021]
- g) From the Township of South Glengarry Regarding MFIPPA Reform  
[Distributed to Members of County Council February 26, 2021]
- h) From the Township of South Glengarry Regarding Automatic Speed Enforcement  
[Distributed to Members of County Council February 26, 2021]
- i) From Kingston & Frontenac Housing Corporation Regarding the February 22, 2021 Meeting Agenda  
[Distributed to Members of County Council February 26, 2021]
- j) Letter of Support from the Township of Strong Regarding the Ontario Fire College Closure  
[Distributed to Members of County Council February 26, 2021]
- k) Letter of Support from the City of Port Colborne Regarding the Ontario Fire College Closure  
[Distributed to Members of County Council February 26, 2021]
- l) Letter of Support from the Town of Mono Regarding the Ontario Fire College Closure  
[Distributed to Members of County Council February 26, 2021]
- m) Letter of Support from the Township of the Archipelago Regarding the Ontario Fire College Closure  
[Distributed to Members of County Council February 26, 2021]
- n) From the Township of Tiny regarding Letter to AMO regarding Closure of Ontario Fire College  
[Distributed to Members of County Council February 26, 2021]

- o) From the Municipality of West Grey regarding support of resolution for Municipal Insurance Rates  
[Distributed to Members of County Council February 26, 2021]
- p) From the Regional Municipality of Halton Regarding Long-Term Care Homes  
[Distributed to Members of County Council March 5, 2021]
- q) Motion from the Regional Municipality of Halton Regarding Long-Term Care Homes  
[Distributed to Members of County Council March 5, 2021]
- r) From the Township of Howick regarding a letter to Premier Ford over the closure of the Ontario Fire College campus  
[Distributed to Members of County Council March 5, 2021]
- s) From the Township of Lake of Bays Regarding Capacity Limits for Restaurants in Stage 2 under the Reopening Ontario Act, 2020  
[Distributed to Members of County Council March 5, 2021]
- t) Resolution from Sarnia City Council regarding Colour Coded Capacity Limits  
[Distributed to Members of County Council March 5, 2021]
- u) From Niagara Region Regarding Schedule 6, Bill 197, COVID-19 Economic Recovery Act, 2020  
[Distributed to Members of County Council March 5, 2021]
- v) Motion from Niagara Region Regarding Homelessness, Mental Health and Addiction in Niagara  
[Distributed to Members of County Council March 5, 2021]
- w) From Howick Township regarding resolution requesting OMAFRA amend the Tile Drainage Installation Act  
[Distributed to Members of County Council March 5, 2021]
- x) Background information from Howick Township regarding the Tile Drainage Act  
[Distributed to Members of County Council March 5, 2021]
- y) From the Township of Adjala-Tosorontio supporting request for OMAFRA to amend the Tile Drainage Act  
[Distributed to Members of County Council March 5, 2021]
- z) From the Township of Brock Regarding Cannabis Licencing and Enforcement  
[Distributed to Members of County Council March 12, 2021]
- aa) From the Township of Brock Regarding Ontario Fire College, Gavenhurst  
[Distributed to Members of County Council March 12, 2021]

- ab) From the Town of Bracebridge regarding the request to the Province of Ontario to reverse the decision to close the Ontario Fire College  
[Distributed to Members of County Council March 12, 2021]
- ac) From the Township of Limerick providing resolution regarding the decision to close the Ontario Fire College  
[Distributed to Members of County Council March 12, 2021]
- ad) From the Municipality of Morris-Turnberry regarding Support of Resolution regarding Ontario Fire College  
[Distributed to Members of County Council March 12, 2021]
- ae) Fire Marshal's Communiqué 2021-02 - Ontario Fire College Training Modernization  
[Distributed to Members of County Council March 12, 2021]
- af) Invitation from EORN regarding Cell Gap Contract Announcement  
[Distributed to Members of County Council March 12, 2021]

**Other Business**

a) **EORN Resolution of Support for Gig Project**

**A** **Whereas** residents and businesses across our municipality need access to modern and adequate high-speed broadband services.

**And Whereas** the demand for high-speed broadband services will continue to grow year after year.

**And Whereas** our residents and businesses should not continue to be disadvantaged by the lack of access to high-speed services.

**And Whereas** the Eastern Ontario Regional Network (EORN) has submitted a comprehensive regional project to deliver a Gig (up to 1,000 Mbps) of speed that will serve our residents and businesses long into the future.

**And Whereas EORN's** approach has proven itself very successful and represents an efficient and effective way to solve our broadband needs.

**Now Therefore Be It Resolved That** the Council of the County of Frontenac request both the federal and provincial governments to immediately fund the EORN Gig Project;

**And Further That** a letter of support with a copy this resolution be sent to The Honourable Maryam Monsef, Minister for Women and Gender Equality and Rural Economic Development, and The Honourable Laurie Scott, Minister of Infrastructure, and Minister Scott with copies to Scott Reid, MP, Lanark-Frontenac-Kingston, Mark Gerretsen, MP, Kingston and the Islands, Randy Hillier, MPP, Lanark-Frontenac-Kingston and Ian Arthur, MPP, Kingston and the Islands.

**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 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.

b) Third Reading

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

**By-Laws**

- 119 a) To appoint an Area Weed Inspector for the County of Frontenac.  
[Proposed By-law No. 2021-0009]
- 120 b) To amend By-law No. 2013-0020 (CAO Performance Appraisal Review Panel Terms of Reference)  
[Proposed By-law No. 2021-0010]
- 121 c) To authorize the execution of an agreement with the Her Majesty the Queen in the right of Ontario as represented by the Minister of Long-Term Care for a Community Paramedicine Program.  
[Proposed By-law No. 2021-0011]
- 122 - 123 d) To confirm all actions and proceedings of County Council on March 17, 2021  
[Proposed By-law No. 2021-0012]

### **Adjournment**



**Minutes of the Regular Meeting of Council  
February 17, 2021**

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A regular meeting of the Council of the County of Frontenac was held in virtual electronic format, hosted at the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, February 17, 2021 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 9:03 am to 9:26 am.

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

Also Present                         **County:**  
Electronically:                     Kelly Pender, Chief Administrative Officer  
  Gale Chevalier, Chief/Director of Emergency & Transportation  
  Services  
  Joe Gallivan, Director of Planning and Economic Development  
  Alex Lemieux, Director of Corporate Services/Treasurer  
  Susan Brant, Administrator-Fairmount Home  
  Barb McCulloch, Director of Human Resources  
  Jannette Amini, Manager of Legislative Services/Clerk  
  Alison Vandervelde, Acting Manager of Economic  
  Development

**Closed Session**

Motion #: 22-21           Moved By:           Councillor MacDonald  
  Seconded By:       Councillor Higgs

**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 January 20, 2021
2. Labour relations or employee negotiations - as it relates to negotiation updates with CUPE Local 2290
3. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board - as it relates to Ontario Health Teams

**Carried**







**Information Reports from the Chief Administrative Officer**

- a) **2021-017  
Fairmount Home  
Quarterly Update Activity Report**
- b) **2021-020  
Office of the Chief Administrative Officer  
Eastern Ontario Wardens' Caucus – Long Term Care Report**

**Reports from Council Liaison Appointees**

- a) **Emergency and Transportation Services - Councillor Higgs**

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

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

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

- c) **Corporate Services - Councillor MacDonald**

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

- d) **Planning and Economic Development - Councillor Revill**

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 – Deputy Warden Doyle**

Deputy Warden Doyle provided an overview of the KFL&A Public Health Board activities since the last Council meeting.



**Giving Notice of Motion**

**Communications**

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

- a) From the Corporation of the Municipality of Mississippi Mills Regarding Revisions to Municipal Elections  
[Distributed to Members of County Council January 22, 2021]
- b) From the Kingston Frontenac Housing Corporation providing January 25, 2021 Board Package  
[Distributed to Members of County Council January 22, 2021]
- c) Email from the Salvation Army Kingston Regarding an Open House after the COVID-19 Pandemic  
[Distributed to Members of County Council January 22, 2021]
- d) From the Town of Plympton-Wyoming regarding resolution in Support of Matachewan resolution on Grant Deadlines  
[Distributed to Members of County Council January 22, 2021]
- e) From the Town of Plympton-Wyoming regarding resolution in Support of SWM resolution on Drainage and Railways  
[Distributed to Members of County Council January 22, 2021]
- f) From the Township of Laird Regarding an Interim Cap on Gas Plant and Greenhouse Gas Pollution  
[Distributed to Members of County Council January 22, 2021]
- g) From the Township of South-West Oxford Regarding Automatic Speed Enforcement  
[Distributed to Members of County Council January 22, 2021]
- h) From the United Counties of Stormont, Dundas & Glengarry Regarding the Reopening of Small Businesses  
[Distributed to Members of County Council January 22, 2021]
- i) Letter of Support from Perth County Regarding Extension of Grant Deadlines  
[Distributed to Members of County Council January 22, 2021]
- j) From the Township of North Frontenac Regarding Tri-Board Student Transportation Services RFP  
[Distributed to Members of County Council January 22, 2021]
- k) From the City of Port Colborne Regarding Amending the AGCO Licensing and Application Process for Cannabis Retail Stores  
[Distributed to Members of County Council January 29, 2021]
- l) From the City of Port Colborne Regarding Drainage Matters on CNR Lands  
[Distributed to Members of County Council January 29, 2021]
- m) From the Municipality of Grey Highlands Regarding Insurance Rate Increases  
[Distributed to Members of County Council January 29, 2021]
- n) From the Town of Bracebridge Regarding Infrastructure Funding  
[Distributed to Members of County Council January 29, 2021]

- o) Letter of Support from the Municipality of West Nipissing Regarding  
Emergency Operational Funding  
[Distributed to Members of County Council January 29, 2021]
- p) From the City of Port Colborne Regarding Unlicensed and Unmonitored  
Cannabis Grow Operations  
[Distributed to Members of County Council January 29, 2021]
- q) From the Township of Glengarry Regarding a request to the Province of  
Ontario to Allow Small Businesses to Open  
[Distributed to Members of County Council January 29, 2021]
- r) Letter of Support from the Town of Gore Bay Regarding the Increased Cost  
of Municipal Insurance  
[Distributed to Members of County Council January 29, 2021]
- s) From the Township of Frontenac Islands Regarding Concerns Around the  
K&P Trail Initiative  
[Distributed to Members of County Council January 29, 2021]
- t) Presentation from Eastern Ontario's Leadership Council to Rural Ontario  
Municipal Association  
[Distributed to Members of County Council January 29, 2021]
- u) From the Township of North Frontenac Regarding ROMA Conference 2021  
[Distributed to Members of County Council January 29, 2021]
- v) From South Frontenac Community Services Regarding Transportation  
Reporting 2019  
[Distributed to Members of County Council January 29, 2021]
- w) Resolution of Support from South Frontenac Township Regarding the  
Xplornet Universal Broadband Fund  
[Distributed to Members of County Council January 29, 2021]
- x) Letter from the Township of South Frontenac Regarding the Universal  
Broadband Fund  
[Distributed to Members of County Council January 29, 2021]
- y) From Southern Frontenac Community Services providing its February 2021  
Newsletter  
[Distributed to Members of County Council February 5, 2021]
- z) From the County of Perth regarding letter to Premier Ford on significant  
Negative Impacts of CVA in Rural Communities  
[Distributed to Members of County Council February 5, 2021]
- aa) From the Municipality of Meaford regarding Resolution of Support for grant  
deadline extensions for Ontario municipalities  
[Distributed to Members of County Council February 5, 2021]
- ab) From the Township of Asphodel-Norwood requesting deadline extension  
for Community Safety & Well-Being (CSWB) Plans  
[Distributed to Members of County Council February 5, 2021]
- ac) From the Township of Baldwin regarding the closure of the Ontario Fire  
College Gravenhurst  
[Distributed to Members of County Council February 5, 2021]
- ad) From the Township of Lake of Bays Regarding Change to Schedule 8 of  
the Provincial Budget Bill 229  
[Distributed to Members of County Council February 5, 2021]
- ae) From the Township of Lake of Bays Regarding the Ontario Fire College







# Administrative Report

March 17, 2021  
Report 2021-03



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## CAO Schedule

- Queen's Innovation Forum, February 18
- EOLC Finance Committee Meeting, February 22
- Frontenac CAO's meeting, February 23
- EOLC Governance Structure meeting
- AMO Long Term Care Covid19 Commission Working Group February 26
- Communal Service Governance Committee Meeting, March 2
- AMO Health Task Force Meeting, March 8
- Provincial- Municipal COVID 19 MOU Technical Group, March 9
- Centre for Excellence in Non Profit and Per Bed Funding discussion, March 11
- EOWC Warden's Meeting, March 12
- County Council, March 17
- EOLC Meeting, March 17
- Provincial – Municipal Covid19 MOU Technical Working Group, March 23
- AMO Long Term Care webinar, March 24
- KFL&A Public Health Board presentation, March 24



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## Update – EOWC and EOLC

- Presentation re: Long-Term Care Report to the KF&A Public Board of Health on March 24, 2021 with the County of L&A
- Focus on:
  - EOWC report and recommendations
  - Local infection prevention and control efforts
  - Staffing challenges



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## AMO Updates

- AMO is proud to announce keynote speaker Sheila Watt-Cloutier on the social, cultural, and economic impacts of climate change and what that means for your communities. Register for AMO's free webinar on Municipal Long-Term Care Advocacy on **March 24, 2021** from 10:30 am - 12:00 pm. [Register.](#)



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## AMO Provincial Matters

- As of March 1, 2021, MTO pilot regulations allow cargo electric bicycles on Ontario roads in municipalities that pass by-laws to allow them. The pilot program is permissive and at the discretion of municipal governments. Those that choose to allow e-bikes on their streets must inform MTO by sending an email to [SPDB@ontario.ca](mailto:SPDB@ontario.ca) and are subject to reporting requirements.



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# Provincial Matters

## Ontario to Release 2021 Budget on March 24

- Press Release indicates the 2021 budget will continue to focus on protecting people's health and jobs through the COVID-19 pandemic and will support the province's comprehensive vaccine distribution plan, along with providing additional resources for the health care sector and initiatives to protect the economic well-being of families, workers and employers.
- No specific mention of whether the budget will include any additional funding for LTC to help move them to the 4 hours of care that they have committed to.



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# Provincial Matters

## Ontario to strengthen municipal codes of conduct

- The Ontario government is launching consultations with the municipal sector to strengthen accountability for council members to ensure that councillors and heads of council maintain a safe and respectful workplace and carry out their duties as elected officials in an ethical and responsible manner.
- Minister Clark was quoted as saying “We want to gather input to ensure there are adequate mechanisms in place to hold council members accountable for any unacceptable behaviour”, and “It's critical that everyone feels safe and respected in the workplace, and that they know there are accountability measures in place for members who violate codes of conduct.”



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# Communications Update February, 2021

## Website Pageviews

FrontenacCounty.ca	29,765
InFrontenac.ca	4,339
FrontenacMaps.ca	5,608

## Social Media Engagement

County Facebook	1,505
County Twitter	625
County Instagram	70
FPS Twitter	3,170
Fairmount Facebook	2,486
H.I. Ferry Twitter	235

Total engagements	45,615
% Change from prev	+4.7

The most-visited page on County websites in February: [Careers.Frontenacounty.ca](https://careers.frontenacounty.ca). The most-viewed job post was for the Community Planner position.





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## Communications Update

Public audiences were most actively engaged on social media in February with news that Fairmount Home residents received their second COVID-19 vaccination shots.



Audiences also showed very strong interest in the delivery of new ambulance #4322 to Frontenac Paramedics on February 7.





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# Economic Development Update

## AWARD ALERT!

Frontenac County has won a Marketing Canada Award from the Economic Developers Association of Canada (EDAC) for the [Brand Ambassador Handbook](#).

This booklet was created by the Economic Development Team to introduce prospective ambassadors to the network and provide actionable ways to get started as part of the local business community.

Congratulations to the staff team and businesses who have made this program a success!





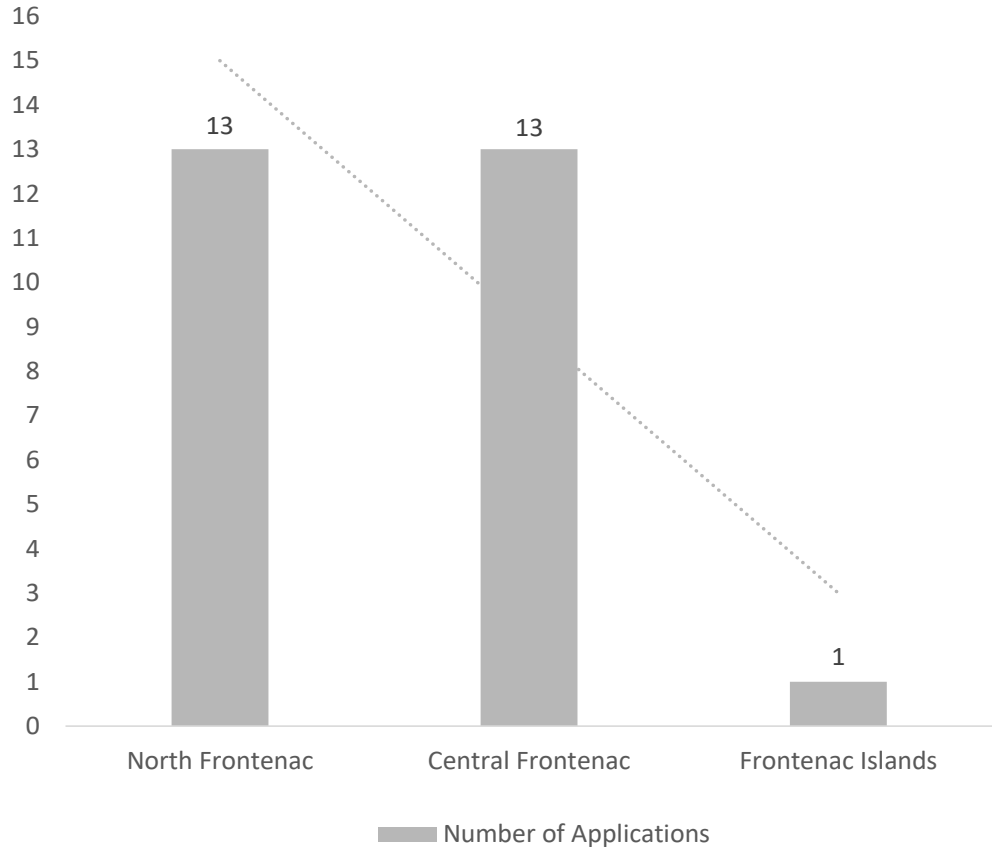
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# Planning Services Update

- ❖ **South Frontenac New Official Plan**
  - County and South Frontenac Township staff have met to discuss the process for the new Official Plan that is underway. Township staff will be seeking the services of a planning consultant to assist them.
- ❖ **Central Frontenac New Official Plan**
  - The final report with the updated land use schedule should be presented to Council by the end of March, at which time Council can set a date for the Public Meeting.
- ❖ **North Frontenac Community Improvement Plan (CIP)**
  - Public open house on revised CIP held in Plevna on February 25.
- ❖ **Subdivision and Condominium Applications**
  - Draft Plan of Condominium for the Ardoch Lake Development received approval in late 2020.
  - Second submission received for the Sunbury subdivision.
- ❖ **Communal Services Governance Committee** has received the draft recommendation report from the consultant.

# Planning Application Update - Townships

- North and Central Frontenac saw a large number of applications from January through March.
- A large percentage of applications have been deferred because septic inspections have not been possible due to winter conditions.
- Number of inquiries across all townships continues to be high with interest in severances, purchasing and renovating residential properties, and newcomers to the area interested in opening a business.
- Lean process improvements largely implemented. More to come! Thank you Township staff and Kevin Farrell





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## 2021 HR Update

- 118 positions posted YTD (ouch!)
- Sonya Bolton started – Manager of Community Planning; additional Community Planner posted
- Christian Ford, Administrative Clerk for Marine Services hired
- Civility in the Workplace video for all new hires
- Bargaining prep for OPSEU (no dates yet)
- 4 investigations complete
- OH – ongoing support for COVID response in addition to regular duties



**Report 2021-022**

**Council Recommend Report**

**To:** Warden and Council

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

**Prepared by:** Gale Chevalier, Paramedic Chief/Director  
Emergency and Transportation Services

**Date of meeting:** March 17, 2021

**Re:** **Frontenac Paramedics – Community Paramedicine for Long-Term Care**

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**Recommendation**

**Resolved That** the Council of the County of Frontenac receive the Emergency and Transportation Services – Frontenac Paramedics – Community Paramedicine for Long-Term Care report for information.

**And Further That** the Council of the County of Frontenac authorize the Warden and Clerk to execute an agreement with the Her Majesty the Queen in right of Ontario as represented by the Minister of Long-Term Care for a Community Paramedicine program.

**And Further That** the Council of the County of Frontenac accept the staffing plan and hiring of positions to support this Community Paramedicine Program.

**Background**

The County of Frontenac has been supporting Community Paramedicine (CP) since 2013. CP Programs have continued to grow and evolve since that time.

Community Paramedicine began in 2013 with Wellness Clinics on Wolfe Island, funded 100% by the County of Frontenac.

In 2014, The County of Frontenac was successful in an application to the Ministry of Health and Long-Term Care Community Paramedicine in Ontario Initiative and received \$156,800 in funding over two years to establish a framework for future Community Paramedicine programs within the County of Frontenac and the City of Kingston.

Since then, our Community Paramedicine program established Wellness Clinics in all the Townships and the CP@Clinic program which delivered Community Paramedic Clinics in subsidized housing units with high 911 usage in the City of Kingston.

In 2017 further annual funding of \$109,375 was received from the South East LHIN to continue providing Wellness Clinics and home visits by Community Paramedics. We were also able to hire a Community Paramedicine/Education Coordinator to assist with coordinating our expanding programs.

In 2018, with the support of the Medical Officer of Health Dr. Kieran Moore, we began providing Community Paramedic coverage at the Consumption and Treatment site through a partnership with Street Health, which was a unique program in the Province for Community Paramedicine at that time.

The ability of Community Paramedics to quickly adapt and respond to changing needs became even more evident during the COVID-19 pandemic. Community Paramedics have been utilized to provide COVID swabbing at the Assessment Center, at pop-up clinics and in-home for patients not able to attend these centers. Community Paramedics have also been involved in vaccinating Long-Term Care Home residents and staff and assisting at mass vaccination clinics.

The value of Community Paramedics was recognized by the Province with further funding opportunities. In December 2020 the South East LHIN provided one-time funding of \$123,988 for the provision of Supplemental Community Paramedicine Services to help support a target population identified by the LHIN of High Intensity Supports at Home patients requiring supplemental services for Alternate Level of Care patients transitioning from Hospital, clients who are on the LHIN's community "crisis" waitlist and those on long-term care home waitlists. This funding also includes ongoing COVID-19 response. Information on the extension of this program is pending.

**Comment**

In January 2021, Frontenac Paramedics submitted an application for a new "Community Paramedicine for Long-Term Care" program.

This program will provide up to \$6,500,000 over four years to deliver services to individuals who are waiting for placement in long-term care or who are soon to be eligible for long-term care. The purpose of the program is to keep these individuals stabilized and in their own homes for as long as possible.

Community Paramedics will provide preventive and responsive care such as home visits and remote patient monitoring. They will work closely with LHIN Care Coordinators and other health care partners such as primary care to determine what services are required to keep patients safely at home.

The program is expected to evolve as the needs of this patient demographic are determined but may include home visits, assessment and testing, diagnostic procedures, treatment of minor conditions (e.g. wound care) or other treatments under

supervision of a physician. It may also include remote monitoring to prevent emergency incidents or escalation of medical conditions. It can also include immunizations.

The hiring plan to support this new program includes a Superintendent of Performance Standards – Community Paramedicine, up to four full-time Paramedics and administrative support.

With the addition of this CPLTC program, Frontenac Paramedics' Community Paramedicine Program will be operating three separate projects, as well as continuing to provide care at the CTS and assisting with COVID response.

**Financial Implications**

The CPLTC program will be fully funded by the Ministry of Long-Term Care through 2024.

The Ministry of Long-Term Care has made a commitment to investing in Community Paramedicine as part of their Aging with Confidence: Ontario's Action Plan for Seniors strategy. It is expected that funding for Community Paramedicine programs that assist with keeping seniors safe at home will continue in some format in the future.

If funding does not continue beyond 2024, the decision would have to be made whether to discontinue the program or proceed utilizing alternate funding sources.

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

Marc Goudie, Deputy Chief Frontenac Paramedics  
Alex Lemieux, Director of Corporate Services/Treasurer



The County of Frontenac set the following criteria under Regulation 257/00, as amended, for its response time targets for 2020:

For the calendar year of 2020, from January 1 to December 31,

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

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

**Performance 2020: 58.68%**

ii. EMS Designated Delivery Agent - CTAS 1:

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

**Performance 2020: 69.10%**

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

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

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

CTAS	Target time from paramedic received until on scene	% Target/Actual
2	10 minutes	75%/78.97%
3	10 minutes	75%/77.02%
4	10 minutes	75%/75.37%
5	10 minutes	75%/71.86%

**Comment**

The County of Frontenac did not meet the response time standard set for CTAS 1 patients (Target 70%, Actual 69.1%).

The average call time increased by three minutes in 2020 over 2019. This may be attributed in part to the additional time required for Paramedics to don appropriate Personal Protective Equipment due to the COVID-19 Pandemic. Paramedics spent longer at hospital after transporting patients for increased cleaning processes and often were dispatched on a call before their vehicle was ready, increasing response time. Calls on Wolfe Island that occur during the standby period can also impact this target. The addition of a 12-hour Paramedic resource in 2021 should assist with meeting this target in 2021.

The County of Frontenac also did not meet the RTS target for CTAS 5 patients (Target 75%, Actual 71.86%). CTAS 5 patients are frequently dispatched as code 3. Frontenac Paramedics are not dispatched to code 3 calls during their mandated 30 minute meal breaks, and surrounding services have language in their deployment plans directing that they do not respond to code 3 calls in the County of Frontenac if a Frontenac vehicle is on a meal break or will be available within 30 minutes. The staggering of start times and meal break times, plus the additional paramedic resource, should assist with meeting this target.

**Strategic Priorities Implications**

To Provide High Quality Patient Care

To Ensure Effective Operations and Continued Leadership

**Financial Implications**

None at this time.

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

Marc Goudie, Deputy Chief Frontenac Paramedics





Specifically, the policy (p. 4) states that in order:

“to avoid any real or perceived conflict of interest, pecuniary interest or personal gain for the employee, their family or associates, an employee is not permitted to carry out any assigned duties for which a conflict of interest, or perceived conflict of interest, is present without prior disclosure to their Supervisor/Manager”.

In light of Justice Morrocco’s findings, on February 15, 2021, the Chief Administrative Officer issued a memo to the CAO Performance Appraisal Review Panel reporting on his outside activities.

Under the CAO Performance Appraisal Review panels Mandate/Terms of Reference, item 4 a. requires that in the month of the anniversary date, the CAO will provide to the review panel the following:

- i. A list of accomplishments on a professional and personal development level. The accomplishments will be tied to the goals and objectives outline in the previous PA, or in the event of a probationary review, the goals and objectives outline in the letter of engagement.
- ii. A completed PA form completed in draft for consideration by the panel.
- iii. A draft outline of objectives for the upcoming year.
- iv. Any other information deemed necessary for the evaluation of the CAO’s performance (e.g., reports, research, commendations)

Staff are recommending that amendments be made to this section to add an additional requirement as follows:

- v. To avoid any real or perceived conflict of interest, pecuniary interest or personal gain for the CAO, their family or associates, an annual disclosure memo to be presented to the Panel on any external activities that he/she is currently engaged in.

### **Strategic Priority Implications**

#### **Priority 3**

#### **Other Important and Continuing County Priorities:**

- 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**

Chief Administrative Officer Performance Appraisal Review Committee



**Report 2021-025**

**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:** March 17, 2021

**Re: Corporate Services – Appointment of an Area Weed Inspector for the County of Frontenac**

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**Recommendation**

**Be It Resolved That** the Council of the County of Frontenac receive the Corporate Services – Appointment of an Area Weed Inspector for the County of Frontenac report for information;

**And Further That** the Clerk be directed to bring forward a by-law later in the meeting appointing Kelly J. Pender as Area Weed Inspector for the County of Frontenac.

**Background**

The *Weed Control Act, 1990* states the following:

**Appointment of inspectors**

**6** (1) The council of every upper-tier and single-tier municipality shall by by-law appoint one or more persons as area weed inspectors to enforce this Act in the area within the council's jurisdiction and fix their remuneration or other compensation.

**Division into areas**

(2) The council may divide the upper-tier or single-tier municipality into areas and appoint one or more area weed inspectors for each area.

**Failure to appoint inspectors**

(3) If a council fails to appoint an area weed inspector, the Minister may appoint the area weed inspector and fix his or her remuneration or other compensation.



**Strategic Priorities Implications**

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

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

**Financial Implications**

Staff were unable to find any invoices over the past 9 years, which would point to any complaints being made regarding weeds in the County. As such, the County does not anticipate any costs associated with this appointment.

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

Alex Lemieux, Director of Corporate Services/Treasurer  
Member Municipalities



**Report 2021-028**

**Council Recommend Report**

**To:** Warden and Members of County Council  
**From:** Kelly Pender, Chief Administrative Officer  
**Prepared by:** Richard Allen, Manager of Economic Development  
**Date of meeting:** March 17, 2021  
**Re:** **Planning and Economic Development - Review of motorized access to the Verona Corridor of the Frontenac K&P Trail**

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**Recommendation**

**Be it Resolved That** access for ATV use on the Frontenac K&P Trail from Craig Road south to the Verona Trailhead at Bellrock Road be permitted on a permanent basis.

**Background**

Since 2007 Frontenac County has pursued the development of the Frontenac K&P Trail and the promotion of other trails as a primary strategy of economic development. In recent years, the Frontenac K&P Trail has represented significant infrastructure connections, it has been promoted more widely, and in 2020 it has seen an increase of use by all user types.

The development of a trails-based economy includes consideration for both local communities and the benefit of visitors to the region. The Frontenac K&P Trail has become a loved and well used asset of the local community, and it has also become an attraction for visitors, something that operators in the tourism industry and other businesses can use to entice tourists to stay longer in the area.

In 2016, County Council authorized the purchase, demolition and remediation of the former gas station located at 6503 Road 38 at the corner of Road 38 and Bellrock Road, now known as the Verona Trailhead. This property is directly adjacent to the Frontenac K&P Trail and is large enough to accommodate parking for numerous vehicles, trailers and other accessories for individuals and groups wishing to make use of the K&P Trail. The purchase and remediation of this site represents an investment to date of \$234,635.13.

A site design for the trailhead has been approved by County Council, and an application to complete improvements to this location has been made to the Investing in Canada Infrastructure Program, with construction planned for 2021-2022.

As part of the public engagement process related to the design for the Verona Trailhead in 2017, County Council directed staff to consult with the community about the possibility of allowing access for motorized vehicles to the K&P Trail from the Verona Trailhead location. After consulting the community through a survey and Open House, [Report 2018-073](#) was presented to the Community Development Advisory Committee and the following recommendation from the committee was adopted by County Council at the regular meeting held on May 16, 2018:

**2018-073  
Community Development Advisory Committee  
Motorized Vehicles on K&P Trail**

**Be It Resolved That** motorized off-road vehicles not be permitted access to the K&P Trail from Bellrock Road to Craig Road as per current policy;

**And Further That** ATV detour signage be established from the Trailhead location through the village of Verona along Road 38 to the K&P Trail intersection at Craig Road;

**And Further That** the County of Frontenac remain open to options for future access from the Verona Street portion of the K&P Trail to Road 38.

**Carried**

No further action was taken at that time.

As described above, County policy currently prohibits ATV use on the Frontenac K&P Trail at the Verona Trailhead and for an additional 4 kilometres travelling north through the Village of Verona to the trail intersection at Craig Road. Consequently, ATV's and other motorized vehicles are required to use the only road through the village, Road 38, to access Craig Road and the K&P Trail.

In March of 2020, County Council received a petition from the Verona District ATV Club with approximately 500 names, requesting that ATV access to the K&P Trail be extended south to the Verona Trailhead at Bellrock Road. In response to this petition at the Special Meeting of County Council held on April 8, 2020, the following direction was provided to staff:

Motion #: 69-20      Moved By: Deputy Warden Vandewal  
Seconded By:      Councillor MacDonald

**Whereas** in the fall of 2015, County Council approved the purchase of property failed tax sale property in Verona, adjacent to the K&P Trail, known now as the Verona Trailhead;

**And Whereas** ATV use on the K&P Trail is not permitted south of Craig Road



The Verona ATV Club engaged in several initiatives to reduce the impacts of speed, noise and dust in the Verona Corridor during this time. The club treated the trail surface to dampen the effects of dust, installed speed calming measures, and patrolled the corridor to educate motorized and non-motorized users on the change of policy.



**Comment**

Staff recommend that ATV access to the Verona Corridor of the K&P Trail is made permanent. The following factors outline the rationale to make this change.

**1. Public Input**

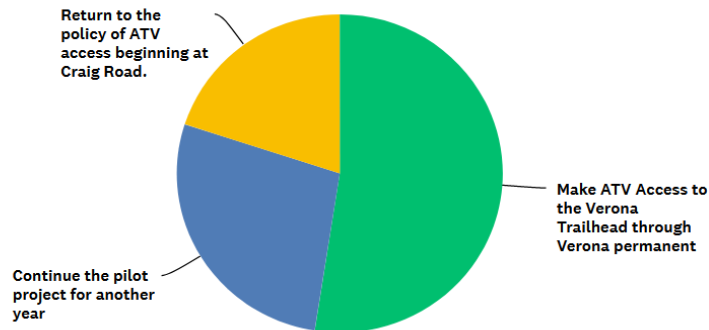
From September 8 to November 30, 2020 the County conducted a survey on use of the Frontenac K&P Trail. The survey had a total of 419 complete responses with a significant portion of responses reporting from Kingston (32%) as well as substantial representation from local postal codes such as K0H 2W0 (12%), K0H 1V0 (9%), and K0H 2P0 (6%). This survey included a question concerning the pilot project in the Verona Corridor which received 345 responses.

The question asked respondents to pick one of three options for the County to pursue.

“As part of a pilot project in 2020, the County provided 4 km of additional motorized access between Craig Road and the Verona Trailhead at Bellrock Road to improve ATV access to local businesses and safe loading and unloading at the Trailhead location. In 2021, the County should:

- A1. Make ATV access to the Verona Trailhead through Verona permanent
- A2. Continue the pilot project for another year
- A3. Return to the policy of ATV access beginning at Craig Road.

In line with the previous survey conducted in 2017, the responses were largely in favour of making the extension of motorized use permanent (53%), with the remaining responses split between extending the pilot for an additional year (27%) and returning to the policy of ATV use starting north of Craig Road (20%). Complete results and comments can be made available upon request.



Using responses to other questions in this survey, staff were able to analyze responses based on location or preferred use. As demonstrated in the table below, in almost every instance, the majority of trail users support making ATV access to the Verona Corridor permanent.

Survey Sub-Group	Total Responses	Allow Access Permanently	Continue Pilot Project	Restrict Access South of Craig Rd
<b>All Responses</b>	356 (100%)	187 (53%)	98 (27%)	71 (20%)
<b>Business Responses</b>	6 (100%)	4 (66%)	1 (17%)	1 (17%)
<b>Primary Use: Walk/Hike</b>	228 (100%)	90 (39%)	78 (34%)	60 (26%)
<b>Primary Use: Cycling</b>	183 (100%)	55 (30%)	80 (44%)	48 (26%)
<b>Primary Use: ATV</b>	89 (100%)	86 (97%)	1 (1%)	2 (2%)

Survey Sub-Group	Total Responses	Allow Access Permanently	Continue Pilot Project	Restrict Access South of Craig Rd
Local Postal Code: K0H 2W0	26 (100%)	15 (58%)	2 (8%)	9 (35%)

**2. Economic Impact of ATV Use**

Off Road Recreational vehicles such as ATV’s have become increasingly popular in recent years. A 2015 study estimated that the economic impact of ATV use in Ontario at that time was \$974 million annually. The ATV and Side-By-Side off-road vehicle market is growing quickly in North America, with recent consumer data indicating that these vehicles are now outselling snowmobiles by a ratio of 5:1. The average expenditure for an ATV user on a single day trip is \$100, where other trail users spend between \$10 (walker/hikers) and \$25 (cyclist) on a single day trip.

Access to the K&P Trail from the Verona Trailhead for all users, including ATVs and Side-by-Sides positions the entire village as a place to start and/or stop a trail experience, benefiting local restaurants, retailers and accommodations. If access to the trail is difficult, or perceived as unsafe, it is likely that visitors will plan their trail experience to start and finish elsewhere.

Of survey respondents who indicated their primary use of the K&P Trail was ATV or Side-by-Side, 96% indicated that they stop at businesses while on the trail. This indicates a high probability of an economic transaction every time an ATV user is on the trail. Walkers and Cyclists were far less likely to stop at businesses, with 60% and 53% of respondents respectively reporting that they stop at local businesses. Interestingly, Muddy Waters Restaurant in Verona, located next to the Trailhead, appears to be a favourite destination, as it was mentioned by name by 20% of all survey respondents (regardless of use type) who stop at businesses.

Prior to the COVID-19 Pandemic, The Verona District ATV Club was able to host its first annual “club ride” event, which attracted 50 participants from across Ontario. This made multiple stops at gas stations, a restaurant and retail outlet. The Trailhead provides an ideal location to launch events for the ATV club as well as for other user groups.

**3. Safety and User Conflict**

During the pilot period, staff received no complaints about unsafe behaviour from ATV’s in the Verona Corridor.

One complaint was received concerning challenges with physical distancing from ATV’s on the trail, however after consulting with KFL&A Public Health, this was deemed to present no health and safety concerns.

Some adjacent property owners complained about dust, an issue that was immediately addressed by the ATV club with assistance from a local hardware store.

Concerns about speed were initially communicated to staff by adjacent landowners, however no instances of unsafe speeds were reported. In addition, County staff and the ATV club made efforts to reduce speed through signage, education and strategic placement of safety pylons.

The Verona District ATV Club is a strategic partner in the management of ATV use on the K&P Trail. [Report 2020-104](#) describes the benefits realized from the first year of this partnership. The club has been instrumental in addressing concerns related to ATV use on the trail.

Safety for all users of the K&P Trail is a priority for the County, and with effective trail management practices staff suggest that the actual risk posed by ATVs on the trail through the Verona Corridor is quite low. The requirement to have ATV's use Road 38 may actually create additional safety concerns, as ATVs would have to travel at higher speeds in order to travel with normal vehicular traffic, and the narrow roadway could introduce hazards for vehicles travelling at different speeds or vehicles who wish to overtake an ATV in the roadway.

#### **4. Trans Canada Trail Agreement**

The section of K&P Trail that is adjacent to the Verona Trailhead was constructed in 2013 with support from a grant from the Trans Canada Trail organization. This grant contributed to the development of the trail from Boyce Road in Hartington to Craig Road in Verona. The trails concept plan for the K&P Trail supplied to Trans Canada Trail outlined the vision for this section of trail as a "greenway". Trans Canada Trail defines greenways as trails developed exclusively for non-motorized use, with the exception of snowmobiles in the winter. The concept describes that the trail north of Craig Road will welcome motorized use, and is defined as a "Yellow Trail" by Trans Canada Trail.

The Trans Canada Trail organization prefers to only fund projects with a "greenway" or active transportation focus, which this section of trail was identified as at the time of funding. Representatives from Trans Canada Trail reviewed the comments associated with a survey completed in 2017 and agreed that safety appears to be the largest concern for all trail users, however, they did not support a shift from greenway to multi-use or "yellow trail" along this section of the Great Trail. County staff have reached out to the Trans Canada Trail organization with respect to the proposed change of use for the Verona Corridor and have received no response to date.

At the request of the Community Development Advisory Committee, staff sought a legal opinion regarding the proposed change of use as it relates to the 2013 Trans Canada Trail funding agreement that encompassed trail development of the Verona Corridor. Counsel's review did not reveal anything that would compel the County to maintain the trail in accordance with the conditions set out in the Funding Agreement in perpetuity.

#### **5. CDAC Recommendation**

At its meeting on August 28, 2020, the Community Development Advisory Committee struck a Working Group through the following motion:

**b) 2020-072  
Community Development Advisory Committee  
K&P Trail Stakeholder Survey**

Moved By: Councillor Denis Doyle  
Seconded By: Mr. Barrie Gilbert

**Be It Resolved That** staff, after consultation with the CDAC, report the results of the K&P Trail Stakeholder Survey, **as amended through report 2020-076**, to Council in Q1 of 2021 as part of the review of the pilot initiative to extend ATV use on the Frontenac K&P Trail from Craig Road south to the Verona Trailhead at Bellrock Road until November 30, 2020.

**And Further That** the working established at the August 13, 2020 CDAC meeting only focus on the K&P Trail from Craig Road to Bellrock Road as per the Council resolution passed May 20, 2020.

**And Further That** Councillor Alan Reville, Mary Kloosterman, Barrie Gilbert, and Greg Rodgers be appointed to the working group

**And Further That** the working group report back to CDAC no later than Q1 2021.

**Carried as Amended**

**6. CDAC Trail Working Group**

The Working Group met on January 12, 2021 and January 25, 2021.

At the January 25th meeting, the working group invited community members to provide their perspectives on the matter of motorized trail use through the Frontenac K&P Trail's Verona Corridor. The working group heard from the Verona District ATV Club, the Verona Community Association, Kim Perry, owner of Food Less Travelled, and Mike Ross of the Kingston Velo Club, a large group of cyclists who use the trail on a regular basis. The following comments are summarized from staff notes taken during this meeting.

Marc Moeys, President of the Verona ATV Club, spoke about the need for safe parking and access to the K&P Trail along Road 38 for visitors to the region. He described travelling on Road 38 by ATV as "scary" and indicated that this would be an issue for potential visitors to the area. By allowing motorized access to Bellrock Road, the Verona Trailhead becomes an ideal access point to the trail infrastructure.

Mr. Moeys also spoke to the benefits of the ATV Club's partnership with Frontenac County. 2020 was the club's first year, and the club membership has grown to over 100 while serving as stewards of the trail by supporting maintenance activities such as clearing downed trees, dust management, and financial contributions towards trail initiatives.

Kim Perry, owner of Food Less Travelled indicated that she did not see much business from ATV users, but she was aware that other businesses such as Muddy Waters Restaurant did. Ms. Perry also reflected that a year is not long enough for the pilot

project, and suggested consistent trail access coupled with measures to reduce speed and promote responsible use could result in a respectful, safe shared trail. If ATV access was made permanent she would be interested to work with the County and other businesses to engage in a campaign to attract more trail users, including the ATV market.

Linda Bates of the Verona Community Association indicated challenges with all motorized use (snowmobiles included) on the trail, and that better signage and trail etiquette could be beneficial for managing these conflicts. The impact of ATVs in the Verona Corridor was less than expected by the Verona Community Association. Ms. Bates also mentioned that dogs and even bicycles can cause conflict as well.

Mike Ross of the Kingston Velo Club echoed Ms. Bates sentiment that a small minority of motorized users can create conflict, but this is the exception to the rule. Mr. Ross indicated that cyclists in the Velo Club have noted that the trail appears to be better maintained in areas where the ATV users have access, and this is a benefit for all users.

Subsequently, members of the Working Group provided a verbal report to the Committee at its regular meeting on February 11, 2021 along with three documents, attached as Appendix A.

**7. CDAC Recommendation**

At its regular meeting on February 11, 2021 CDAC received [Report 2021-013 Community Development Advisory Committee – Review of Motorized Access to the Verona Corridor of the Frontenac K&P Trail](#), which included three draft recommendations:

**Option 1: Allow ATV access to Verona Corridor**

**Be it Resolved That** the Community Development Advisory Committee recommend that County Council amend the current policy to allow ATVs permanent access to the Verona Corridor of the Frontenac K&P Trail– from the Trailhead at Bellrock Road to Craig Road;

**And Further That** that the Committee support the development of a Care and Use of K&P Trail By-law, to be brought forward at a later date, pending the implementation of a Regional Coordination of By-law Services.

**Option 2: Continue Pilot Project**

**Be it Resolved That** the Community Development Advisory Committee recommend that County Council continue until December 31, 2021 the pilot project granting temporary ATV access to the Verona Corridor of the Frontenac K&P Trail – from the Trailhead at Bellrock Road to Craig Road.

**Option 3: Restrict ATV access to Verona Corridor**

**Be it Resolved That** the Community Development Advisory Committee recommend that County Council discontinue the pilot project and restrict ATVs

from accessing the Verona Corridor of the Frontenac K&P Trail, with ATV access allowed only north of Craig Road.

The committee passed the following recommendation:

**b) 2021-013  
Community Development Advisory Committee  
Review of Motorized Access to the Verona Corridor of the Frontenac K&P Trail**

Moved By: Mr. Gilbert  
Seconded By: Lisa Henderson

**Be it Resolved That** the Community Development Advisory Committee recommend that County Council discontinue the pilot project and restrict ATVs from accessing the Verona Corridor of the Frontenac K&P Trail, with ATV access allowed only north of Craig Road.

**Carried as Amended**

The minutes of the February 11, 2021 CDAC meeting are attached to this report as Appendix B and a recording of the meeting and its discussion is available on the [County of Frontenac YouTube channel](#).

**Conclusion**

Having reviewed the results of the pilot project and survey responses, evaluating the economic potential and after considering the recommendations of the Community Development Advisory Committee, staff recommend that the change in use to permit ATV's on the 4 kilometre section of the K&P Trail between Craig Road and Bellrock Road be made permanent.

Survey data indicates that trail users largely agree that safe parking and access is required for all visitors and residents who wish to enjoy the K&P Trail. Concerns, such as speed, dust or noise can be mitigated through effective management practices. The Verona ATV Club intends to have regular patrols on all motorized sections by trail stewards and wardens to promote safe, enjoyable use of the K&P Trail.

The County has already made significant investments in the Verona Trailhead as a safe, accessible and easily found space for all trail users to start or end a trail experience, and plans exist to further improve this space. An additional \$190,000 is proposed to be invested in the trailhead for additional improvements in 2021 and 2022.

Staff also note that no other large parking space is available for ATV users to park their vehicles and trailers until Tichborne, 22 kilometres further north. In addition, Verona is a strategic location for ATV users to access the vast network of trails further north, with relatively close proximity to Kingston and the 401 Highway.

While the development of this section of the K&P Trail was made with the vision of it serving as a "greenway" in partnership with Trans Canada Trail, that agreement did not

anticipate the opportunity presented by the Verona Trailhead for all users. The K&P Trail remains a “Greenway” south of Bellrock Road for 39 kilometres to downtown Kingston, and this section of the K&P also intersects with the Cataraqui Trail, a 104 km greenway experience through Frontenac County and adjacent regions. For those who wish to have access to non-motorized trails, 143 kilometres remain south of Bellrock Road.

Staff believe this recommendation will ensure that the investments made by County Council into trail and trailhead infrastructure are used to the highest benefit of the community, with little impact on existing trail operations.

**Financial Implications**

Purchase and remediation of the Verona Trailhead located at 6503 Road 38:  
\$234,635.13 (to date)

Purchase and installation of community safety signage has already taken place as part of the pilot project.

**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.

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

- Jannette Amini, Manager of Legislative Services/Clerk
- South Frontenac Township
- Trans Canada Trail (The Great Trail)
- Verona District ATV Club
- Kingston Velo Club
- Food Less Travelled
- Verona Community Association
- L&A Ridgerunners Snowmobile Club
- The Frontenac K&P Trail User Community (via Survey)

**Potential Environmental Impacts of ATV Access from Craig Road To Bellrock Road**

**A Comparison of All-Terrain Vehicles to Hikers, Cyclists, Equestrians**

ATVs are mostly 4-wheeled, motorized vehicles of increasing weight, size and HP. Some are capable of travelling over 104 km/h. Utility ATVs like the Mule (Kawasaki, 5 ft wide, curb wt. 1916 lbs) can accommodate 4-6 people. All are faster, heavier, noisier and pollution emitting than other trail users. They thus have a very different class of effects on trails compared to non-motorized visitors.

**Impacts of ATVs on the Trail Surface and People in the Verona section (5.5 km) of the K&P Trail.**

Tire pressure on the trail surface of larger ATVs is about 500 lbs per tire. In wet, loose soil these can cause deep ruts. However, on the solid rail bed of the K&P Trail through the town of Verona this seems unlikely. Being a flat surface (rock rail bed) also reduces soil erosion by occasional flooding. Tire width may place the tires outside the prepared trail surface potentially causing down-slope movement of surface material. If puddling of water on the vehicle track occurs, then the hydraulic pressure from passing vehicles will result in potholes as material is ejected from the puddles.

A study published by the Geological Society of America (Wilshire et al. 1977: Impacts and Management of Off-Road Vehicles). From that study the federal Council on Environmental Quality reported that “the ORV problem as one of most serious public land use problems that we face”). That was forty-three years ago!

People living near the trail and those using the trail will be subjected to the motor noises and exhaust from passing ATVs. An authoritative book, No Place Distant, states that ATV engines “commonly run at decibel levels from 70 to 110 dBA rock concerts (rarely) exceed 90 decibels”. The same chapter states that ATVs produce 9 percent of the carbon monoxide, despite numbering less than 2 percent of the quantity coming from automobiles.

**Impacts of ATVs on the Amphibians, Reptiles, Birds and Mammals**

The Verona section of the K&P Trail from Craig Road to Bellrock Road lies between three lakes (Vanluven, Verona and Howes Lakes). Frogs, toads, salamanders and turtles likely migrate between these lakes and across the Trail to lay eggs. If so, they would be exposed to crushing by fast-moving ATVs. Unlike pedestrians, who move slowly and observe the ground ahead, a motorized vehicle may not see small, vulnerable animals. Some species are listed as threatened by the province (Blanding’s, Snapping, Wood turtles: all Ontario turtles are now at risk (Ontario Nature 2020).

Effects of ATVs on birds and mammals will most likely be from behavioural reactions to disturbances. However, in this mostly developed area the likelihood of mammals like

Bobcats, Fishers and Black bears (all of which occur in the region) being impacts is rare since they occupy more remote habitat. Bird species are more negatively impacted by loss of habitat than human presence.

Many species either are habituated to benign human contact or are less wary by nature.

## **Use of Motorized Vehicles on the K&P Trail in the Verona Corridor**

### **Overview**

1. Council has asked the CDAC for input on the use of motorized vehicles (other than snowmobiles) through Verona
2. This is not to be a discussion on the general use of motorized vehicles throughout the trail
3. The following are points for consideration

### **Grant from Trails Canada**

See Grant application and Concept Plan. What was the intention of Trails Canada? What does it mean that the Concept Plan calls the Verona Corridor a Greenway? Should we contact Trails Canada directly?

### **Safety**

1. What are the safety considerations of motorized vehicles through the roads of Verona – speed limits, access, potential for accidents, potential for patrols?
2. What are the safety considerations of motorized vehicles on the K&P trail – mixed use, speed limits, potential for accidents, potential for patrols?

### **Impact on Neighbourhoods and the Environment**

1. What were the commitments made to the community when the trail was built?
2. What has been the impact of the trial period?
3. What is the impact of motorized vehicles on wildlife, both on and adjacent to the trail?

### **Economic**

How will mixed usage impact the economic impact of the trail? Will exclusive use limit the potential client base for businesses in Verona? Will mixed use? How does mixed use impact the original vision of an active transportation corridor from Kingston to the Trans Canada Trail?

**Precedence**

What is the potential impact of approving mixed use in the Verona v Corridor?  
Does that open the possibility of the same approval for the Harrowsmith  
Corridor? Would that lead to mixed use between Verona and Harrowsmith?  
What were the commitments to landowners in South Frontenac? What is the  
future development in Verona that would affect the trail usage?

We have the results of the survey to inform our discussion. Should we  
directly contact prime stakeholders for more information? Possible groups  
are:

- Verona Community Association (would represent pedestrians?)
- Verona ATV Club
- Representative(s) of cycling groups
- L&A Trail Runners Snowmobilers
- Councilors involved in the original negotiations (if we don't already  
have some)

Any other thoughts?

**Minutes of the Ad-Hoc Committee  
ATV Use on the Verona section of the K&P  
January 26, 10:00 am**

**Present: Alan Revill, Barrie Gilbert, Greg Rogers, Mary Kloosterman, Richard Allen, Alison Vandervele**

The Committee met to hear deputations from the following groups:

**Mark Moise – Verona ATV Club**

- The test of ATV usage of the Verona section was not as expected. Corona made club rides not possible
- 100 members in the Verona Club
- The trailhead at Bellrock is an important service for the club
- Finds Hwy 38 in Verona too narrow and too scary to ride
- There have been complaints from some neighbours, so they have done some speed and dust control. They also have done public education
- There are no enforcements currently available to control the behaviour of ATV rides (other than impaired driving). They could deputize wardens, but have not done that so far. The goal is the same legislation as the snowmobilers have
- They would like to have trail permits for ATV's. The revenue could be used to maintain the trail.

**Kim Perry - Road Less Travelled**

- She has not seen much benefit from motorized vehicles – so far no ATV business
- She sees some potential with “grooming” – advertising that they are near to the trail and have services that would interest trail users
- Attracts a fair number of walkers and especially cyclists this year

**Linda Bates – Verona Community Association**

- The impact of ATV's was less problematic than expected
- There was some trail damage including holes in the trails
- Snowmobilers are also a problem
- The biggest issue is a lack of port-a-potties, for all trail users
- Questioned if cameras would help

**Mike Ross – Velo Club**

- Hasn't had a great deal of problems with motorized vehicles, except for some trail damage - damage to the trail was the exception rather than the rule
- Some members felt the trail was better maintained after ATV use
- He notes that BMX bikes can also damage the trail



# FRONTENAC

## **Minutes of the Community Development Advisory Committee Meeting February 11, 2021**

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A regular meeting of the Community Development Advisory Committee was held in virtual electronic format, hosted at the County Administrative Office, 2069 Battersea Road, Glenburnie on Thursday, February 11, 2021 at 10:00 AM

### **Present Electronically:**

Betty Hunter, Chair  
Wilma Kenny, Vice Chair  
Barrie Gilbert  
Councillor Alan Revill, Council Liaison  
Lisa Henderson  
Mary Kloosterman  
Deputy Warden Denis Doyle  
Greg Rodgers

### **Staff Present Electronically:**

Jannette Amini, Manager of Legislative Services/Clerk  
Brianna McEathron, Administrative Clerk (Recording Secretary)  
Alison Vandervelde, Acting Manager of Economic Development  
Joe Gallivan, Director of Planning and Economic Development

### **Call to Order**

Ms. McEathron called the meeting to order at 10:02 a.m.

### **Election of Officers**

The Election of Officers was conducted by Ms. McEathron

**a) Election of Chair**

Moved By: Councillor Revill  
Seconded By: Deputy Warden Doyle

**That** be Betty Hunter elected Chair of the Community Development Advisory Committee for 2021.

**Carried**

Moved By: Councillor Revill  
Seconded By: Mr. Gilbert

**That** nominations for the Chair be closed.

**Carried**

Ms. Betty Hunter accepted the nomination of Chair

**b) Election of Vice Chair**

Moved By: Ms. Hunter  
Seconded By: Deputy Warden Doyle

**That** be Wilma Kenney elected Vice Chair of the Community Development Advisory Committee for 2021.

**Carried**

Moved By: Councillor Revill  
Seconded By: Mr. Gilbert

**That** nominations for the Vice Chair be closed

**Carried**

Wilma Kenny accepted the nomination of Vice-Chair

Betty Hunter assumed the Chair

**Adoption of the Agenda**

Moved By: Deputy Warden Doyle  
Seconded By: Ms. Henderson

**That** the agenda for the February 11, 2021 meeting of the Community Development Advisory Committee be adopted.

**Carried**

**Disclosure of Pecuniary Interest and General Nature Thereof**

There were none.

**Adoption of Minutes**

**a) Minutes of Meeting held December 10, 2020**

Moved By: Councillor Revill

Seconded By: Ms. Henderson

**That** the minutes of the Community Development Advisory Committee meeting held December 10, 2020 be adopted.

**Carried**

**Deputations and/or Presentations**

- a) **Ms. Adrianna Barbary**, Downtown Revitalization Coordinator briefed the Community Development Advisory Committee Regarding the Sharbot Lake Revitalization Project  
[See Reports to the Community Development Advisory, clause a)]

Ms. Adrianna Barbary, Downtown Revitalization Coordinator provided an overview of the Sharbot Lake Revitalization Project.

Wilma Kenny exited meeting at 10:12 a.m.

Deputy Warden Doyle asked if the downtown concentration area also includes the Railway Heritage Park.

Ms. Adrianna confirmed that the project includes the park. It is focused on the downtown core which is from Elizabeth Street to Road 38; as well as down by the medical center.

Reports to the Community Development Advisory, clause a) was considered at this time.

(Please refer to page 4)

**Briefings**

- a) **Community Development Advisory Committee Working Group**, briefed the Community Development Advisory Committee Regarding a Review of Motorized Access to the Verona Corridor of the Frontenac K&P Trail

Councillor Revill provided an overview of the Community Development Advisory Committee Working Group's findings. It was a consensus from the working group members that ATVs be restricted from the Verona Corridor.

Ms. Kenny entered the meeting at 10:37 a.m.

Ms. Kloosterman expressed concern about ATVs' negative impact on safety through a residential town, and cited the lack of enforceable rules for ATVs as a risk.

Deputy Warden Doyle noted that he does not feel comfortable going forward with the use of ATVs in the Verona Corridor due to the contract signed with Trans Canada Trails. Councillor Revill, Ms. Kloosterman, Mr. Gilbert and Ms. Kenny agreed with this statement.

Ms. Vandervelde noted that the legal opinion has been obtained from the County solicitor regarding the proposed change of use as it relates to the 2013 Trans Canada Trail funding agreement that encompassed trail development of the Verona Corridor. Counsel's review did not reveal anything that would compel the County to maintain the trail in accordance with the conditions set out in the Funding Agreement in perpetuity.

Committee members agreed that despite this legal opinion, there is a moral obligation to uphold the intention of the funding agreement.

The committee discussed the possibility of constructing a new parking lot north of the village to allow ATV users easier access to the trail.

**Reports to the Community Development Advisory**

The below item was considered after Deputations and/or Presentations, clause a)

- a) **2021-014  
Community Development Advisory Committee  
Sharbot Lake Downtown Revitalization Update**

This report is for information only.

Deputy Warden Doyle noted that County Council had allocated funds towards the revitalization program and he believes that this project would be positive for all

municipalities and wondered how we could roll this out in all of the hamlets in Frontenac.

Ms. Kloosterman asked how difficult it is to obtain a RED Grant. Ms. Hunter answered that it can be quite the process to apply and it does not always go through but, it would be up to each council to move forward with the RED funding application.

Ms. Vandervelde noted that in Central Frontenac the township has funding to cover the contribution needed on their end and in the original application the County contributed a small sum. She noted that OMFRA prioritizes partnerships and – with County Council's approval – County staff would be happy to assist other municipalities with similar applications.

Deputy Warden Doyle asked if Ms. Vandervelde can provide the other townships with a write up on the process to apply for RED Grants.

In regards to Ms. Adrianna Barbary, Downtown Revitalization Coordinator it was noted that some of her skills may be transferrable to help out other communities with Downtown Revitalization programs.

It was noted that the First Impressions Program can be a valuable first step prior to a Downtown Revitalization. Ms. Vandervelde and Ms. Barbary will follow-up with Karen Fisher to see if the program is still active. It was also noted that the program can be time consuming, but rewarding.

Briefings, clause a) was considered at this time.

(Please refer to page 4)

b) **2021-013  
Community Development Advisory Committee  
Review of Motorized Access to the Verona Corridor of the Frontenac  
K&P Trail**

Moved By: Mr. Gilbert  
Seconded By: Lisa Henderson

**Be it Resolved That** the Community Development Advisory Committee recommend that County Council discontinue the pilot project and restrict ATVs from accessing the Verona Corridor of the Frontenac K&P Trail, with ATV access allowed only north of Craig Road.

**Carried as Amended**

**Motion to Amend**

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

**Be it Resolved That** the Committee choose Option 3 and that options 1 and 2 be deleted.

**Carried**

**Communications**

**Other Business**

**Next Meeting**

The next regular meeting of the Community Development Advisory Committee is scheduled for Thursday, April 8, 2021 at 10:00 a.m.

**Adjournment**

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

**That** the meeting hereby adjourn at 11:20 a.m.

**Carried**

# Paramedic Deployment Plan

Charting a Future



# Ten Fast Facts

Frontenac Paramedic Service



**23,000**

FPS attends to 23,000 calls per year



**87/62**

Full time/Part time Paramedics



**4.55% ↑**

Call volume is expected to increase by 4.55% per year



**7**

Number of Paramedic stations



**\$20,000,000**

2021 Operating Budget



**17/7**

Number of Ambulances/Support Vehicles



**\$909**

Approximate cost per call



**> 800,000**

Number of KMs driven per year



**47%/34%/19%**

Provincial/City/County share of the budget



**100%/99.9%**

Compliance/Satisfaction



# AGENDA SLIDE

01

## Background – How did we get here?

Legislative Framework ♦ EOWC Report (2019) ♦ OHR Report (2019) ♦ Provincial Paramedic Review (2020) ♦ Budget (2021)

02

## The Challenge

How do we plan for paramedic deployment, station locations and budgets?

03

## Paramedic Deployment

Where and when do we anticipate that new paramedic resources will be needed?

04

## Station Locations & Labour Relations Issues – CLOSED SESSION

How do we balance optimal location with reasonable cost?

05

## Recommendations

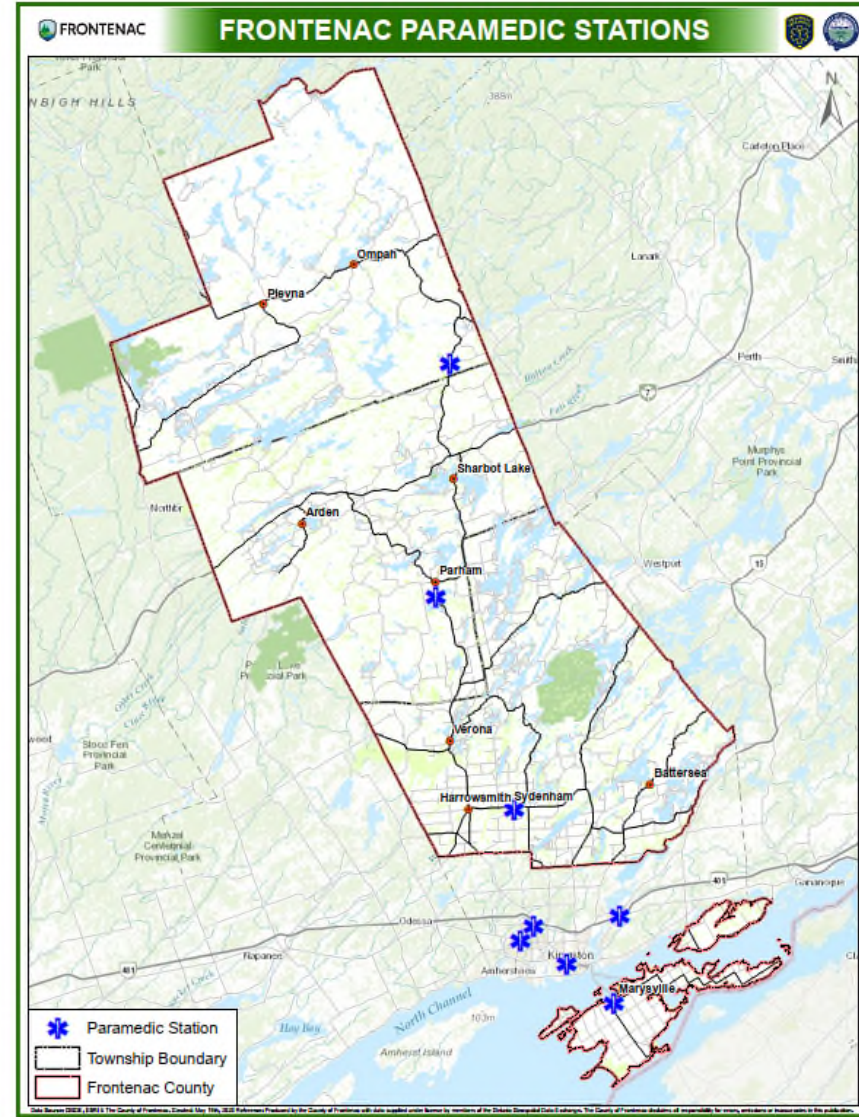
How do we proceed?

# 01 Background

- Paramedic services transferred to the County of Frontenac in 2002
  - Although administered by the County, we are part of a seamless system – the closest paramedic responds
- First priority was improving rural access → Parham → Sydenham → Roberstville → Wolfe Island
- 87% of calls in 2020 occurred in the City of Kingston

# 01 Background

1. Robertsville
2. Parham
3. Sydenham
4. Woodbine
5. Palace
6. Hwy 15
7. Wolfe Island
8. + Fortune Crescent (Operations--logistics & superintendents)



# 01 Background

- Eastern Ontario Warden's Caucus Report (2019)
  - FPS costs are in line with the region
  - Provincial Aging in Place strategy + aging community continues to drive cost increases above inflation
  - Predicts a 4.55% annual budget increase over the ten year planning horizon



FINAL REPORT

**REVIEW OF EASTERN ONTARIO PARAMEDIC SERVICES**

SITUATIONAL OVERVIEW

---

APEXPRO CONSULTING INC.  
NOVEMBER 12, 2019

# 01 Background

- Frontenac Operational Review – ORH Study (2019)
- Purpose of the Study:
  - Analyze historic call data
  - Use population projections (City & County) to project demand
  - Provide recommendations regarding improved deployment
  - Model call volume data and recommend service locations
  - Project when additional resources will be required



Frontenac Paramedics  
**Ten Year Paramedic Human Resources  
and Facilities Master Plan**  
Final Report  
September 3, 2019  
ORH/FPS/2



Emergency Service Planning  
Emergency Medical Services



# 01 Background

- Frontenac Operational Review – ORH Study (2019)
  - Growth in the City of Kingston (West end, Princess Street, Downtown) is driving up call volume
  - Density and the concentration of seniors are the most frequent users of paramedic services

**Cataraqui Heights  
Retirement Residence**  
Midland & Princess



**Kingsbridge  
Retirement Residence**  
Centennial & Princess



**Sage Kingston Condos**  
652 Princess



# 01 Background

If we don't address urban growth and aging population issues  
rural response will be compromised

**Cataraqui Heights  
Retirement Residence**  
Midland & Princess



**Kingsbridge  
Retirement Residence**  
Centennial & Princess



**Sage Kingston Condos**  
652 Princess



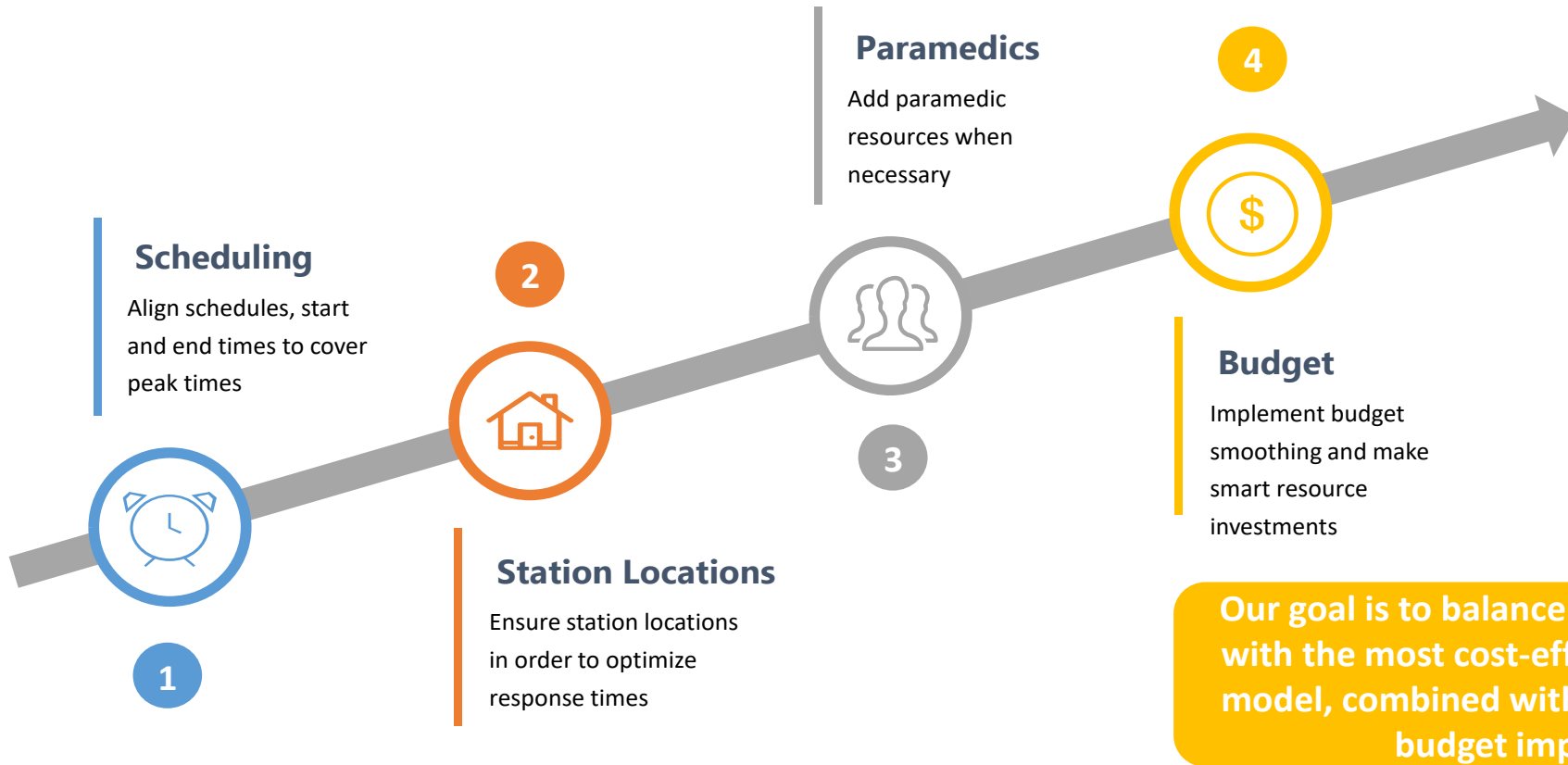
# 001 Background – ORH Recommendations (Page 4)

	Additional		Station(s) Opened	Station(s) Closed	Detailed Recommendations
	Weekly Vehicle Hours	Vehicles			
Short Term	84	1	Woodbine Road	Justus Drive	Re-roster existing resources ✓ Close Justus Drive and move resources to Woodbine Road ✓ Increase Palace Road resources (08:00 to 20:00) ✓
Medium Term	154	1	Division/ Elliott		Open Division/Elliott (minimum three bay station) Move resource from Palace Road to Division/Elliott (08:00 to 20:00) Increase Division/Elliott resources (20:00 to 08:00) Increase Sydenham resources (09:00 to 19:00)
Long Term	170	2	Days/Bath Gore Road	Highway 15	Open Days/Bath (minimum two bay station) Move resource from Woodbine Road to Days/Bath (24/7) Close Highway 15 and open Gore Road (minimum one bay station) Move resource from Highway 15 to Gore Road (24/7) Increase Division/Elliott resources (09:00 to 19:00 and 19:00 to 03:00 Friday and Saturday) Increase Robertsville resources (19:30 to 07:30)

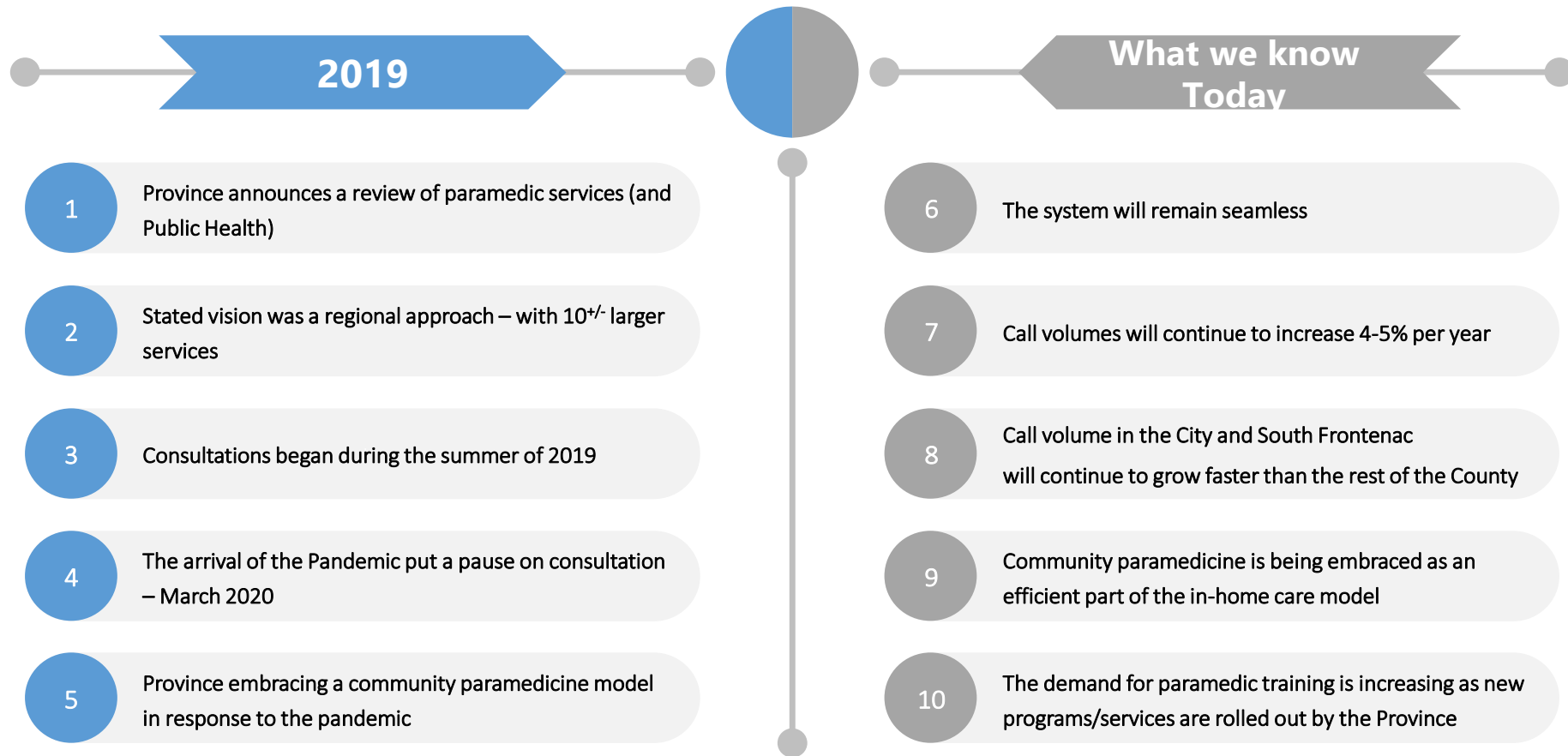
Woodbine

Future

# 01 Background – A Four Point Plan



# 01 Background Provincial Paramedic Review



# 01 Background 2021 Budget

- Implemented staggered start as recommended by ORH
- Implemented a new 12 hour shift at the Woodbine Road station
  - Now three crews working out of the base
  - Two vehicles parked outside
- Call volume has held steady during the pandemic, but is expected to grow as the economy opens up
- UHU and response time continue to increase

**Short term ORH recommendations now implemented**

# 01 Woodbine Station



## 02 The Challenge – the Balancing Act

### BUDGET

- Council has expressed an interest in seeing budget increases “smoothed” out
- Call volume, density and aging demographics are driving up costs faster than inflation
- The FPS budget is 79% staffing costs
- Quick “wins” have now been implemented



### DEMAND

- Increasing demand – Kingston West-end, South Frontenac and Frontenac Islands
- Changing professional/program delivery – community paramedicine, aging demographics, senior support programs, expanded scope of practice



### LOCATION

- Land costs in the City are cost prohibitive – particularly in high demand areas – downtown and west end
- Partnership options with the City won't be available for several years
- Building code requires “post disaster” construction which drives up costs and eliminates existing building stock



# 02

## What Will We Should Not Compromise?



**01**

### RURAL SERVICE


Efficiencies can be achieved by reducing rural response



**02**

### RESPONSE TIMES


Slower response time could provide short-term relief



**03**

### COUNTY SERVICES


Diversion of \$'s for LTC, planning & ec dev could provide short-term relief



**04**

### CAPITAL INVESTMENT

Delayed capital investment could provide short-term relief



**05**

### PARAMEDIC HEALTH

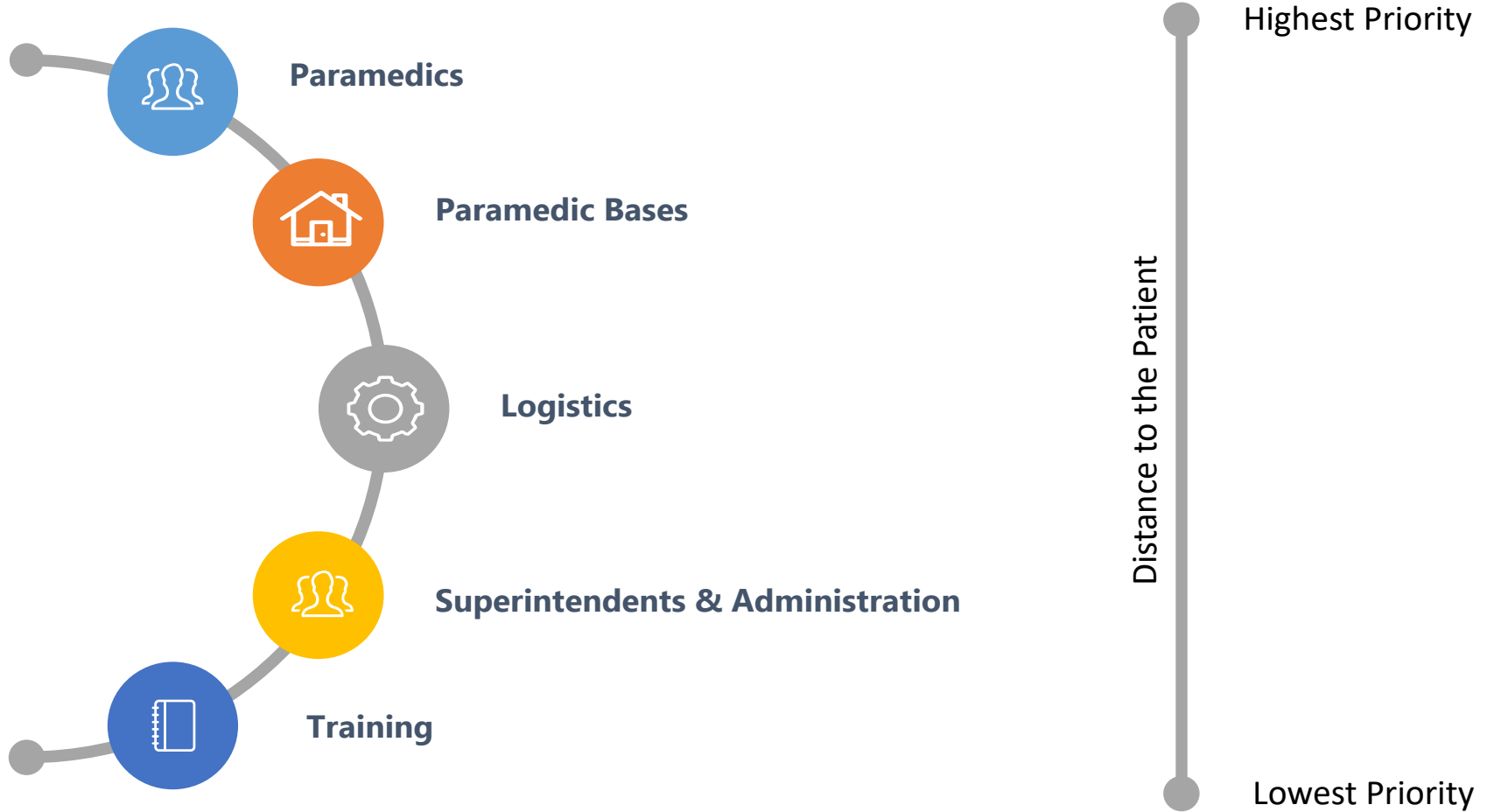
Increased call volume will have an adverse impact on paramedic health

**Not Recommended**

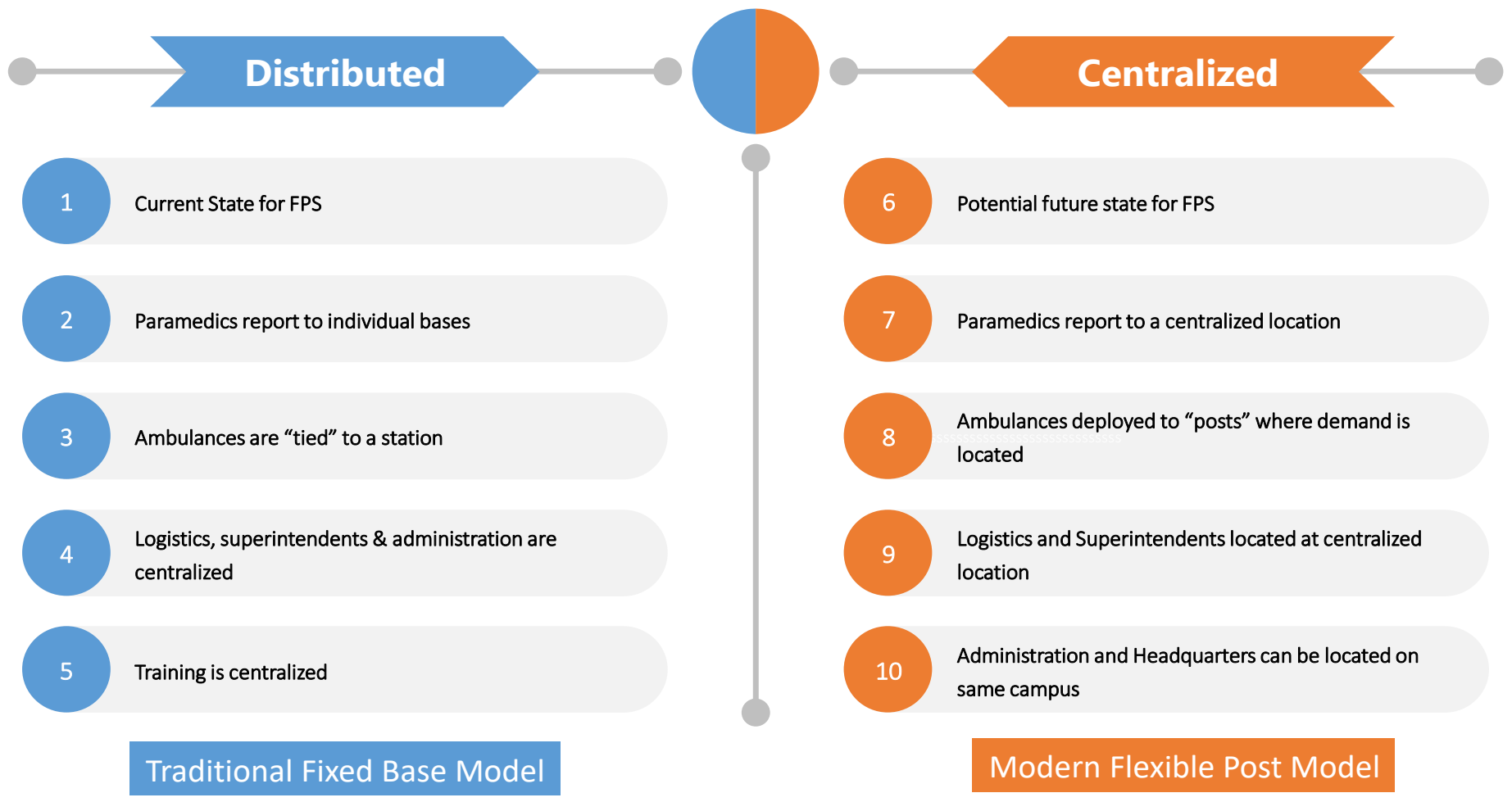
## 03 Paramedic Deployment

- The placement of paramedics and resources is the key to optimizing response time
- Require adequate paramedic resources to respond to call volume. UHU (Unit Hour Utilization) reflects availability of paramedic resources. Example: 2020 City of Kingston UHU of .45 means ambulance available only 55% of the time to respond
- Vehicle deployment utilizes standby's to keep vehicles in areas with highest call volume

# 03 Paramedic Deployment

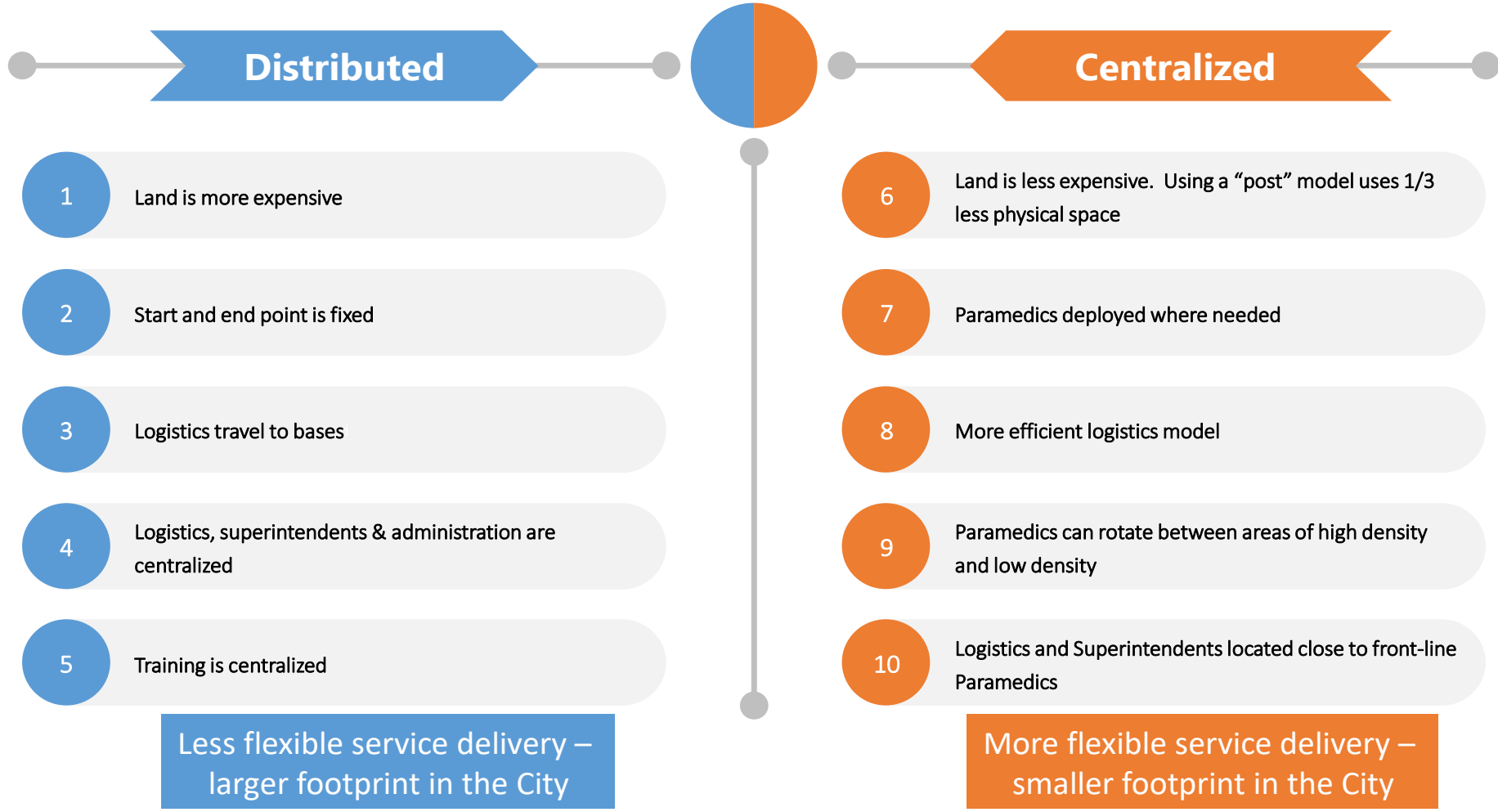


# 03 Paramedic Deployment – Two Models



# 03

## Paramedic Deployment – Pros & Cons



# 04 Site Location & Labour Relations

Closed Session

## 05 Recommendations

- **That** the Council of the County of Frontenac direct staff to proceed with the planning process for the construction of a paramedic station to be located at the property identified in the closed session report;
- **And Further That** as part of the planning process a detailed financial plan be completed that will provide for a predictable budget impact;
- **And Further That** the sum of \$25,000 be taken from the sustainability reserve for the purpose of completing the planning process;
- **And Further That** staff report back to Council regarding progress on the plan prior to the end of September 2021.



**Report 2021-027**

**Council Recommend Report**

**To:** Warden and Council  
**From:** Kelly Pender, Chief Administrative Officer  
**Prepared by:** Kelly Pender, Chief Administrative Officer  
Gale Chevalier, Chief/Director of Emergency Services  
**Date of meeting:** March 17, 2021  
**Re:** **Office of the Chief Administrative Officer – Proposed  
Paramedic Deployment Plan**

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**Recommendation**

**Be It Resolved That** the Council of the County of Frontenac receive the briefing and report 2021-027 – Proposed Paramedic Deployment Plan:

**And Further That** the Council of the County of Frontenac direct staff to proceed with the planning process for the construction of a paramedic station to be located at the property identified in the closed session report;

**And Further That** as part of the planning process a detailed financial plan be completed that will provide for a predictable budget impact;

**And Further That** the sum of \$25,000 be taken from the sustainability reserve for the purpose of completing the planning process;

**And Further That** staff report back to Council regarding progress on the plan prior to the end of September 2021.

**Background**

Since 2019 there have been two reports prepared looking at the future of Frontenac Paramedic Services:

1. Frontenac Paramedics – Ten Year Paramedic Human Resources Plan and Facilities Master Plan, Prepared for Frontenac County by ORH, September 2019.

2. Review of Eastern Ontario Paramedic Services – Situational Overview, Prepared for the Eastern Ontario Wardens’ Caucus by Axepro Consulting Inc., November 2019

The purpose of this report and briefing is to provide Council with a progress update regarding implementation of the recommendations contained in two reports and seek direction from Council.

During the meeting, staff will provide a briefing on the relevant recommendations of both reports. The briefing will have an open session and closed session component. The open session presentation will cover:

- Background – How did we get here?
- The Challenge – How do we balancing paramedic response with cost implications?
- Paramedic Deployment – Where are resources required?
- Recommendations – How do we proceed?

In closed session, the presentation will focus on:

- Potential land acquisition
- Labour relations matters

Both elements need to be considered together prior to final consideration of the recommendation provided in this report. The briefing will provide Council with an understanding of options and challenges facing the service and will result in direction to staff regarding the work plan in order to provide Council with the information required to consider a full deployment and finance plan in time for the 2022 budget.

**Comment**

During the 2021 budget deliberations, Council approved the ORH and staff recommendation to add a 12 hour shift in the City of Kingston. The new shift is intended to address growing demand in the City and our aging demographics. The new shift has now been implemented. This station was originally intended for one vehicle and now is home to three vehicles, with two vehicles now situation outside.

During the budget meeting Council expressed an interest in seeing a longer-term implementation plan and budget for paramedic services.

Since the budget staff have:

- Adjusted shift start times per the ORH study
- Reviewed available land/facility options in the west-end of the City
- Examined alternate deployment options employed by other paramedic services
- Reviewed response time alternatives with ORH
- Met with City staff regarding shared location options

This report/briefing will summarize the findings.

**Strategic Priority Implications**

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

- 2.3 Develop plans within a changing legislative and service delivery landscape to provide additional facilities for **Frontenac Paramedics** that will effectively meet steadily growing demand for services and accommodate more paramedic training.

**Financial Implications**

There are no immediate financial implications with this aspect of report. A financial plan would be prepared for Council consideration should we proceed.

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

Alex Lemieux, Director of Corporate Services/Treasurer  
Barb McCulloch, Director of Human Resources  
Joe Gallivan, Director of Planning and Economic Development  
Sonya Bolton, Manager of Community Planning  
Hannah Mayes, ORH Consultant



**Report 2021-029**

**Council Information Report**

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

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

**Prepared by:** Kathie Shaw, Senior Financial Analyst  
Alex Lemieux, Director of Corporate Services/ Treasurer

**Date of meeting:** March 17, 2021

**Re: Corporate Services – 2020 Remuneration and Reimbursement of Expenses  
to Council Members and Non-Council Appointees Report**

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**Recommendation**

This Report is for information purposes only.

**Background**

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

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

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

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

**Comment**

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

The following charts provide an itemized statement on remuneration and expenses paid in 2020 to members of Council and persons appointed by Council to serve on Boards and Committees.

<b>Council Members</b>	<b>Compensation as Council Member or Appointee</b>	<b>Mileage and Per Diems</b>	<b>Conference/ Training Travel and Other Related Expenses</b>	<b>Total*</b>
Frances Smith, Warden	28,900.00	1,975.26	1,884.10	\$32,759.36
Ron Vandewal, Deputy Warden	14,280.00	235.60	0.00	\$14,515.60
Denis Doyle	11,900.00	5,137.04	1,079.91	\$18,116.95
Ron Higgins	11,900.00	927.86	1,415.77	\$14,243.63
Bruce Higgs	11,900.00	1,657.66	0.00	\$13,557.66
Bill MacDonald	11,900.00	791.40	0.00	\$12,691.40
Gerry Martin	11,900.00	978.88	0.00	\$12,878.88
Alan Revill	11,900.00	3,043.32	20.25	\$14,963.57

\* 2020 totals may include expenses that were incurred in 2019 that were submitted and reimbursed in 2020

Council remuneration includes representation on the following Boards and Committees:

Frances Smith	Planning Advisory Committee Rural Urban Liaison Advisory Committee (RULAC) City of Kingston Housing and Homelessness Advisory Committee Seniors Housing Task Force, no meetings CAO Performance Appraisal Review Panel Communal Service Governance / Operation Model Review Committee
Gerry Martin	Frontenac Accessibility Advisory Committee (FAAC) Administrative Building Design Task Force Staff Liaison Meetings Seniors Housing Task Force, no meetings
Ron Higgins	Rural Urban Liaison Advisory Committee (RULAC) Planning Advisory Committee CAO Performance Appraisal Review Panel Seniors Housing Task Force, no meetings Communal Service Governance / Operation Model Review Committee
Bruce Higgs	Food Policy Council of Kingston, Frontenac, Lennox and Addington Staff Liaison Meetings
Alan Revill	Kingston Frontenac Public Library Board Community Development Advisory Committee Staff Liaison Meetings
Ron Vandewal	Administrative Building Design Task Force Planning Advisory Committee Rural Urban Liaison Advisory Committee (RULAC) CAO Performance Appraisal Review Panel Communal Service Governance / Operation Model Review Committee
Denis Doyle	Planning Advisory Committee Community Development Advisory Committee KFL&A Public Health Board Administrative Building Design Task Force CAO Performance Appraisal Review Panel Communal Service Governance / Operation Model Review Committee
Bill MacDonald	Frontenac Accessibility Advisory Committee (FAAC) Administrative Building Design Task Force Staff Liaison Meetings

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

<b>Community Development Advisory Committee</b>	<b>Mileage HST Included</b>	<b>Per Diem</b>	<b>Total</b>
	\$	\$	\$
Barry Gilbert	29.50	-	29.50
Lisa Henderson	15.34	-	15.34
Betty Hunter	143.96	-	143.96
Wilma Kenny	29.50	-	29.50
*Mary Kloosterman	No Payment By Request		
Gregory Rodgers	100.30	-	100.30

<b>Frontenac Accessibility Advisory Committee</b>	<b>Mileage HST Included</b>	<b>Per Diem</b>	<b>Total</b>
	\$	\$	\$
Neil Allen	11.70	150.00	161.70
*Kurt Halliday	-	-	-
Margaret Knott	47.20	75.00	122.20
Ed Schlievert	217.62	150.00	367.62
*David Yerxa	-	-	-

<b>Kingston Frontenac Public Library Board</b>	<b>Mileage HST Included</b>	<b>Per Diem</b>	<b>Total</b>
	\$	\$	\$
*Wilma Kenny	No Payment By Request		
*Louise Moody	No Payment By Request		

<b>Planning Advisory Committee</b>	<b>Mileage HST Included</b>	<b>Per Diem</b>	<b>Total</b>
	\$	\$	\$
Lisa Henderson	-	75.00	75.00
Phil Leonard	35.96	75.00	110.96
*Barbara Sproule	-	-	-

<b>Communal Service Governance/ Operations Review Committee</b>	<b>Mileage HST Included</b>	<b>Per Diem</b>	<b>Total</b>
	\$	\$	\$
Gwen Glover	88.50	-	88.50
Michael Keene	35.40	-	35.40
Jim McIntosh	332.17	-	332.17
Wayne Robinson	220.07	-	220.07

\*These members were appointed to committees but did not receive any compensation in 2020.

**Strategic Priorities Implications**

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

- Respect the taxpayer and keep tax increases close to the rate of inflation
- Continually improve customer and financial services

**Financial Implications**

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

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

Jannette Amini, Manager of Legislative Services/Clerk  
Angelique Cardinal, Executive Assistant, Corporate Services

# Administrative Building Design Task Force

Detailed Designs developed by  
Colbourne & Kembel Architects Inc.



**FRONTENAC**



FRONTENAC

## Background

- In January 2020, Council authorized staff to proceed with the issuance of an RFP for Detailed Design as well as explore funding options for the redevelopment of the “Old House”.
- Colbourne & Kembel Architects Inc. were chosen as the successful proponents.
- A focus group of staff was established, which included representation from both the County of Frontenac and the CRCA, to work with the architects in developing options for the building and what staff deemed important for their needs.
- The focus group potential variations of a preliminary building design occurred in December, 2020. Mr. Neil Allen, Chair of the Joint Frontenac Accessibility Advisory Committee was also in attendance at this meeting to ensure the building met accessibility requirements from a user perspective.



FRONTENAC

## Background – continued

- At its meeting held December 16, 2020, the Administrative Building Design Task Force reviewed and subsequently approved the preliminary designs and authorize the consultants to proceed with the development of detailed designs.
- Staff, including the working group, again met with the architects on two occasions and are at a point of reviewing the financials with the committee.



FRONTENAC

## Where we are now

- At its meeting held February 17, 2021, the Administrative Building Design Task Force reviewed and subsequently approved the Detailed Designs developed by Colbourne & Kembel Architects Inc. and will now proceed through Phase 3 of the Workplan – RFP for Detailed Design which includes:
  - testing, soils, materials
  - Joint committee to select/recommend architecture firm
  - Determine interim accommodations plan and/or project phasing
- Prior to moving forward, the Administrative Building Design Task Force passed an additional resolution that the detailed designs presented at its meeting be presented to County Council at its March 17, 2021 meeting in order to ensure Council as a whole is supportive of the designs.



FRONTENAC

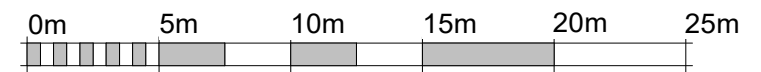
## Compromises & Challenges

- Our original intent was to not use the basement for office space, but in discussions with the architects agreed to use basement space in order to reduce costs for new construction
- Office spaces are smaller than current, but common and collaboration space is enhanced
- Budgeting during the pandemic has been difficult and more imprecise than normal
- CRCA will be reviewing with their board and members over the next month+
  - Their space needs are less than originally contemplated
- Reminder – the MOU terms with the CRCA
  - Cost for design is shared, if one party pulls out during the design phase, they have to pay for the costs for the other party



PROPOSED GROUND FLOOR PLAN

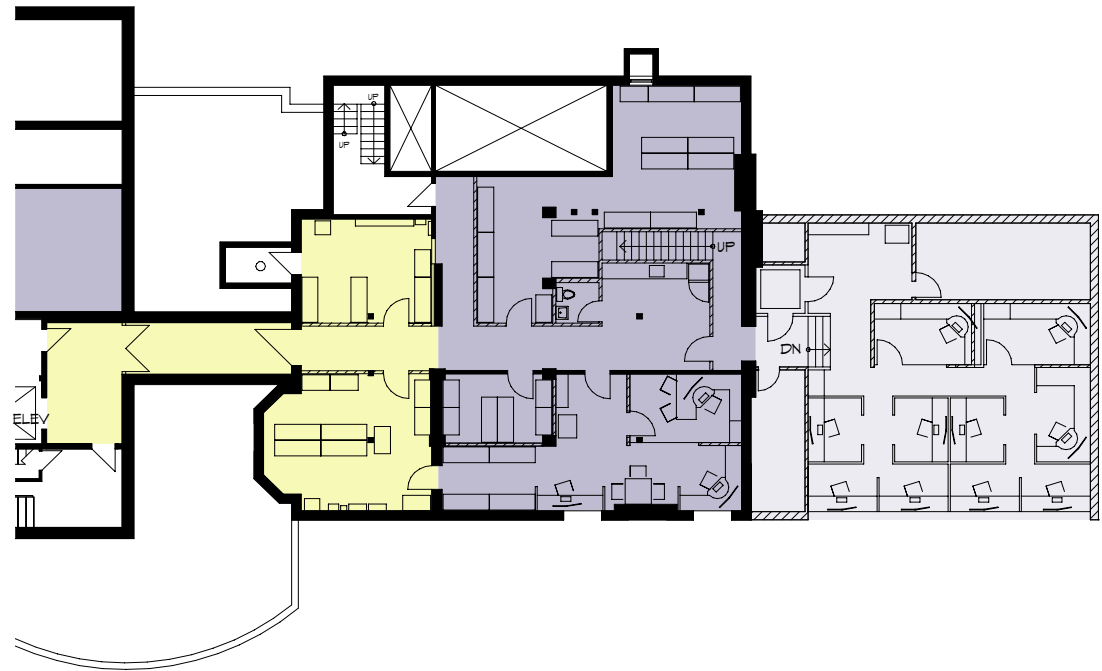
TOTAL FLOOR AREAS	
AREA OF RENOVATION	
COUNTY FRONTENAC AREA	650 m <sup>2</sup> (7,000 ft <sup>2</sup> )
CRCA AREA	400 m <sup>2</sup> (4,300 ft <sup>2</sup> )
SHARED AREA (50/50)	315 m <sup>2</sup> (3,390 ft <sup>2</sup> )
SHARED AREA (60/40)	70 m <sup>2</sup> (750 ft <sup>2</sup> )
<b>GRAND TOTAL AREA OF RENO.</b>	<b>1,435 m<sup>2</sup> (15,440 ft<sup>2</sup>)</b>
AREA OF NEW ADDITION	
COUNTY FRONTENAC AREA	190 m <sup>2</sup> (2,045 ft <sup>2</sup> )
SHARED AREA (50/50)	277 m <sup>2</sup> (2,980 ft <sup>2</sup> )
<b>GRAND TOTAL AREA OF ADD.</b>	<b>467 m<sup>2</sup> (4,995 ft<sup>2</sup>)</b>



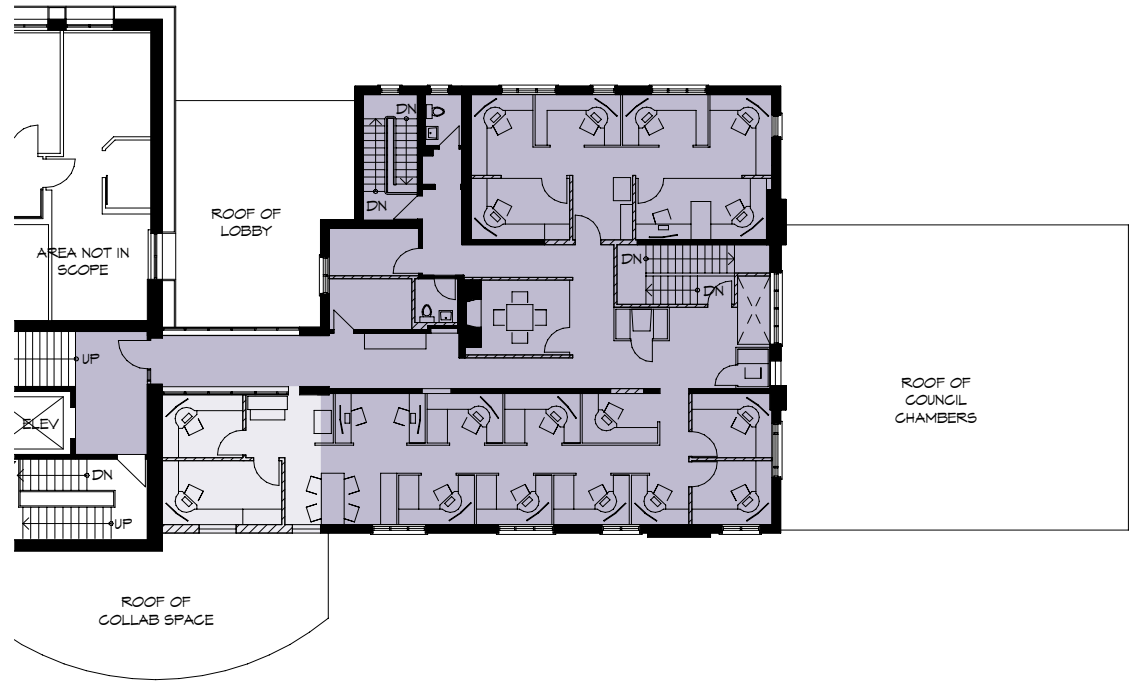
<b>COLBOURNE &amp; KEMBEL ARCHITECTS INC.</b> <small>1340 ARLINGTON PARK PLACE KINGSTON ONTARIO K7M 8M8          TEL: 613-384-2240 FAX: 613-384-1271          E-MAIL: info@ckalco</small>	PROJECT No. 20027 <b>COUNTY OF FRONTENAC &amp; CRCA JOINT ADMIN OFFICE FACILITY</b>	LOCATION 2069 BATTERSEA ROAD, GLENBURNIE, ON	DRAWING <b>OVERALL GROUND PLAN</b>	SCALE 1 : 250	DWG. No. <b>A01</b>
	CLIENT COUNTY FRONTENAC & CRCA	DATE 20/12/15	REVISED 2020/12/15		

BASEMENT FLOOR AREAS	
<b>AREA OF RENOVATION</b>	
COUNTY FRONTENAC AREA	200 m <sup>2</sup> (2,150 Ft <sup>2</sup> )
SHARED AREA (50/50)	90 m <sup>2</sup> (970 Ft <sup>2</sup> )
<b>AREA OF NEW ADDITION</b>	
COUNTY FRONTENAC AREA	155 m <sup>2</sup> (1,670 Ft <sup>2</sup> )

SECOND FLOOR AREAS (OPTION B)	
<b>AREA OF RENOVATION</b>	
COUNTY FRONTENAC AREA	300 m <sup>2</sup> (3,230 Ft <sup>2</sup> )
<b>AREA OF NEW ADDITION</b>	
COUNTY FRONTENAC AREA	35 m <sup>2</sup> (375 Ft <sup>2</sup> )



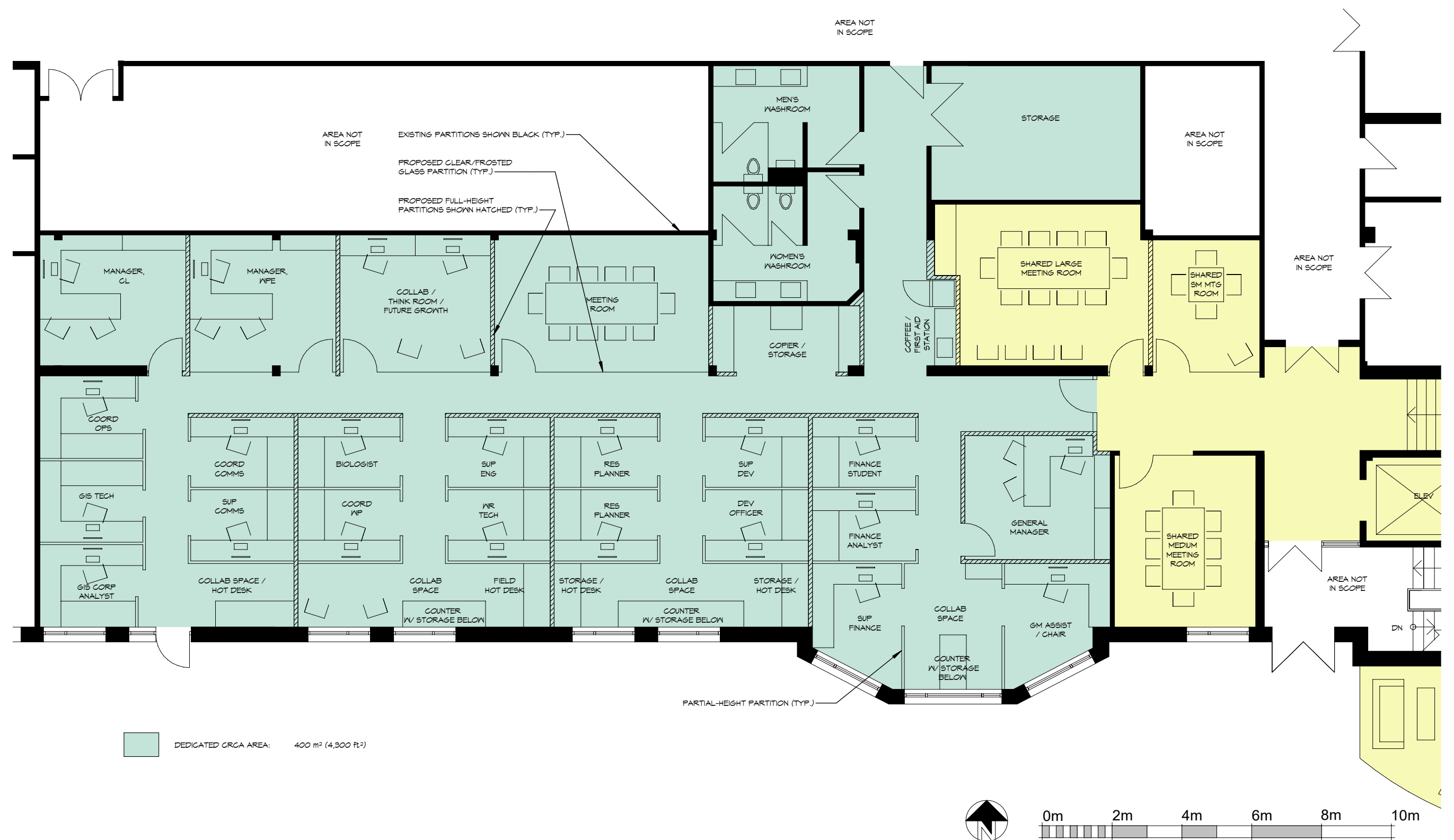
PROPOSED BASEMENT PLAN



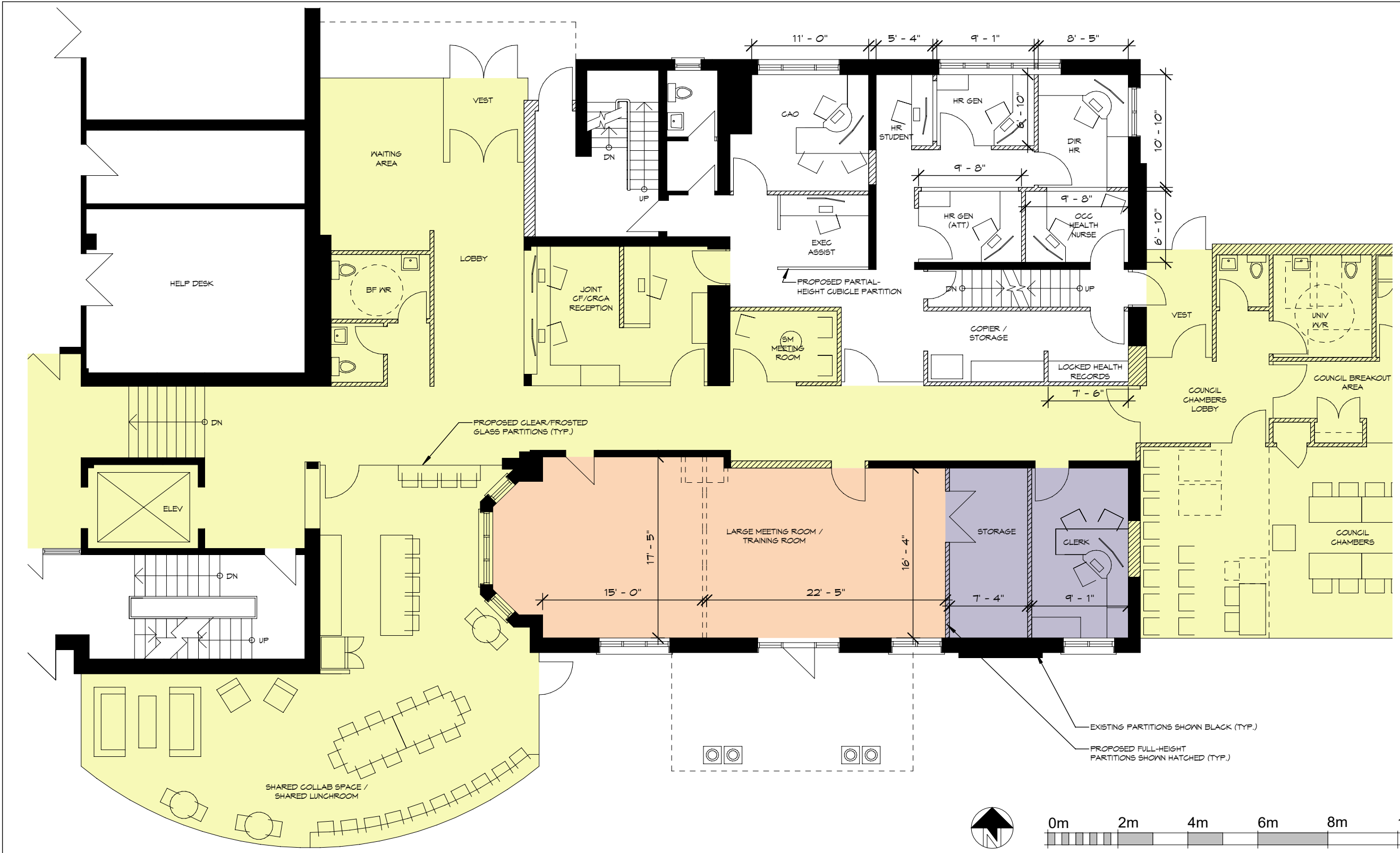
PROPOSED SECOND FLOOR PLAN



<b>COLBOURNE &amp; KEMBEL ARCHITECTS INC.</b> <small>1340 ARLINGTON PARK PLACE KINGSTON ONTARIO K7M 8M8          TEL: 613-364-2240 FAX: 613-364-1271          E-MAIL: INFO@CKA.CO</small>	PROJECT No. 20027 <b>COUNTY OF FRONTENAC &amp; CRCA JOINT ADMIN OFFICE FACILITY</b>	LOCATION 2069 BATTERSEA ROAD, GLENBURNIE, ON	DRAWING <b>OVERALL BASEMENT &amp; SECOND FLOOR PLAN</b>	SCALE 1 : 250	DWG. No. <b>A02</b>
	CLIENT COUNTY FRONTENAC & CRCA	DATE 20/12/15	REVISED 21/01/28		



<p>COLBOURNE &amp; KEMBEL ARCHITECTS INC. 1345 ARLINGTON PARK PLACE KINGSTON ONTARIO K7M 8M8 TEL 613-384-2240 FAX 613-384-1271 E-MAIL: info@ckal.ca</p>	<p>PROJECT No. 2002T <b>COUNTY OF FRONTENAC &amp; CRCA JOINT ADMIN OFFICE FACILITY</b></p>	<p>LOCATION 2069 BATTERSEA ROAD, GLENBURNIE, ON</p>	<p>DRAWING <b>CRCA OFFICE SPACE</b></p>	<p>SCALE 1 : 100</p>	<p>DWG. No. <b>A03</b></p>
	<p>CLIENT COUNTY FRONTENAC &amp; CRCA</p>	<p>DATE 20/12/15</p>	<p>REVISED 01/21/21</p>		



<b>COLBOURNE &amp; KEMBEL ARCHITECTS INC.</b> <small>1340 ARLINGTON PARK PLACE KINGSTON ONTARIO K7M 8M8          TEL 613-364-2240 FAX 613-364-1271          E-MAIL: info@ckalco</small>	PROJECT No. 20027 <b>COUNTY OF FRONTENAC &amp; CRCA JOINT ADMIN OFFICE FACILITY</b>	LOCATION 2069 BATTERSEA ROAD, GLENBURNIE, ON	DRAWING <b>GROUND PLAN - CF OFFICE SPACE</b>	SCALE 1 : 100	DWG. No. <b>A04</b>
	CLIENT COUNTY FRONTENAC & CRCA	DATE 20/12/15	REVISED 01/26/21		



**COLBOURNE & KEMBEL ARCHITECTS INC.**  
 1340 ARLINGTON PARK PLACE KINGSTON ONTARIO K7M 8M8  
 TEL 613-384-2240 FAX 613-384-1271  
 E-MAIL: info@ckalco

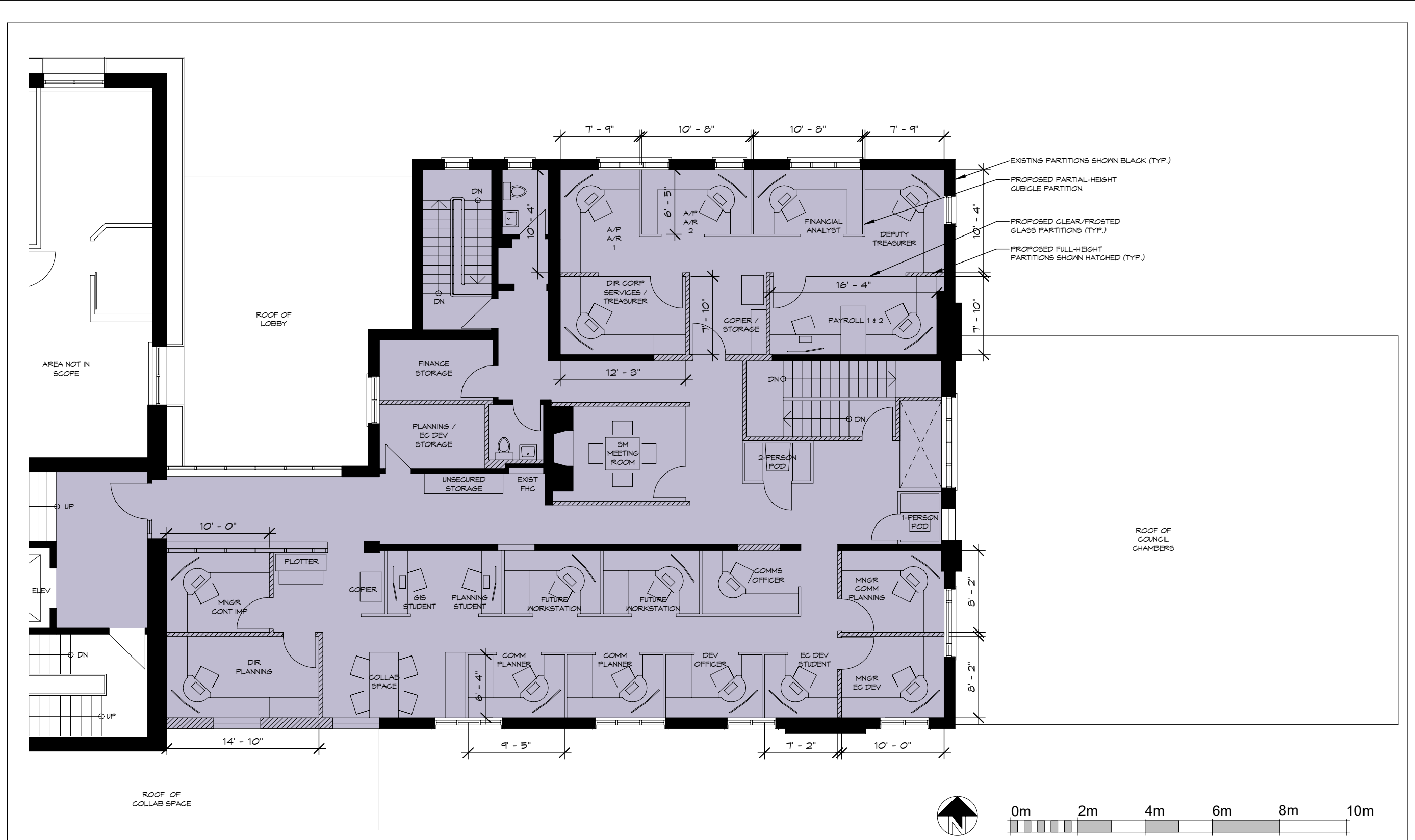
PROJECT No. 20027  
**COUNTY OF FRONTENAC & CRCA JOINT ADMIN OFFICE FACILITY**

LOCATION  
 2069 BATTERSEA ROAD, GLENBURNIE, ON  
 CLIENT COUNTY FRONTENAC & CRCA

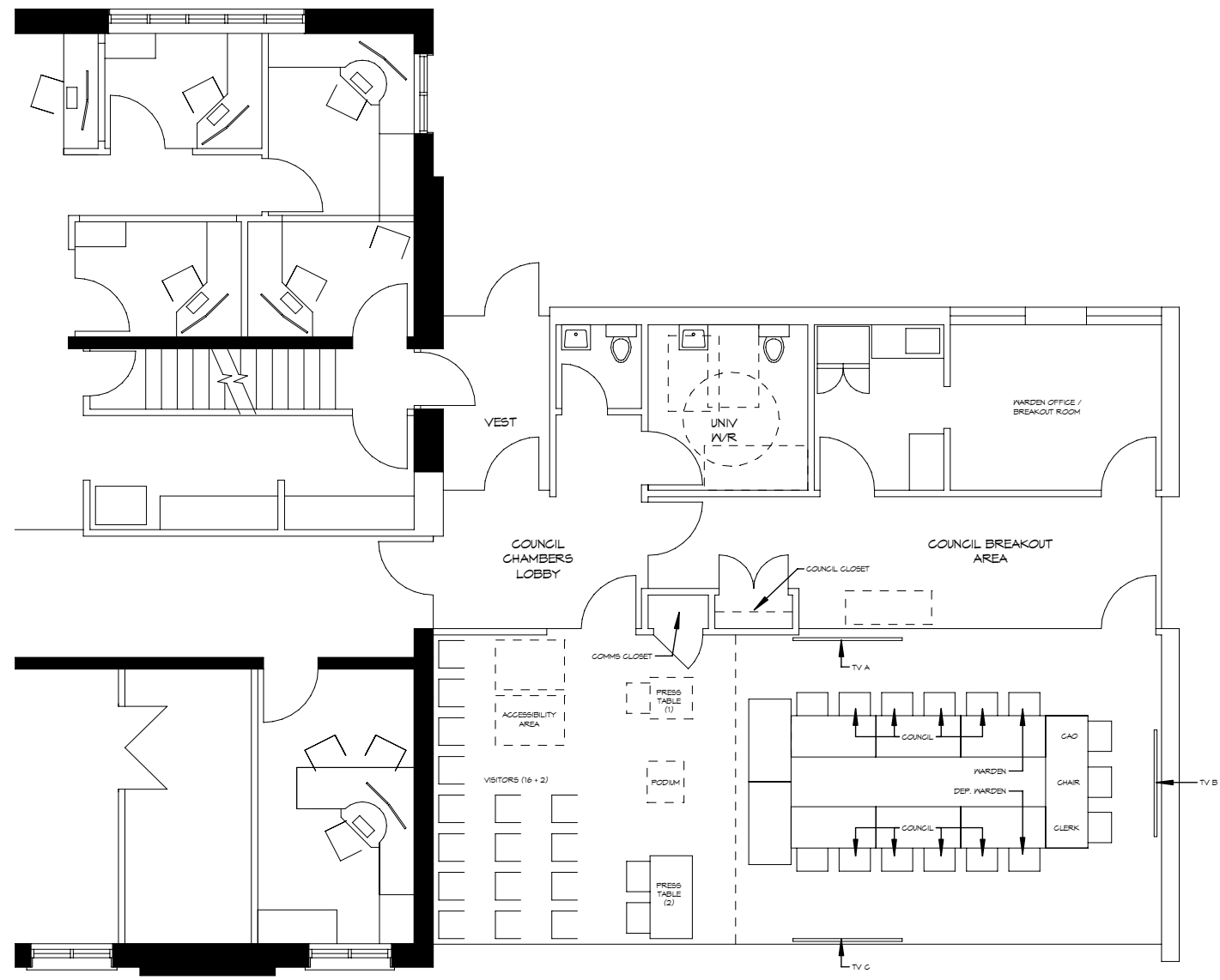
DRAWING  
**BASEMENT PLAN**

SCALE  
 1 : 100  
 DATE 20/12/15 REVISED 02/12/21

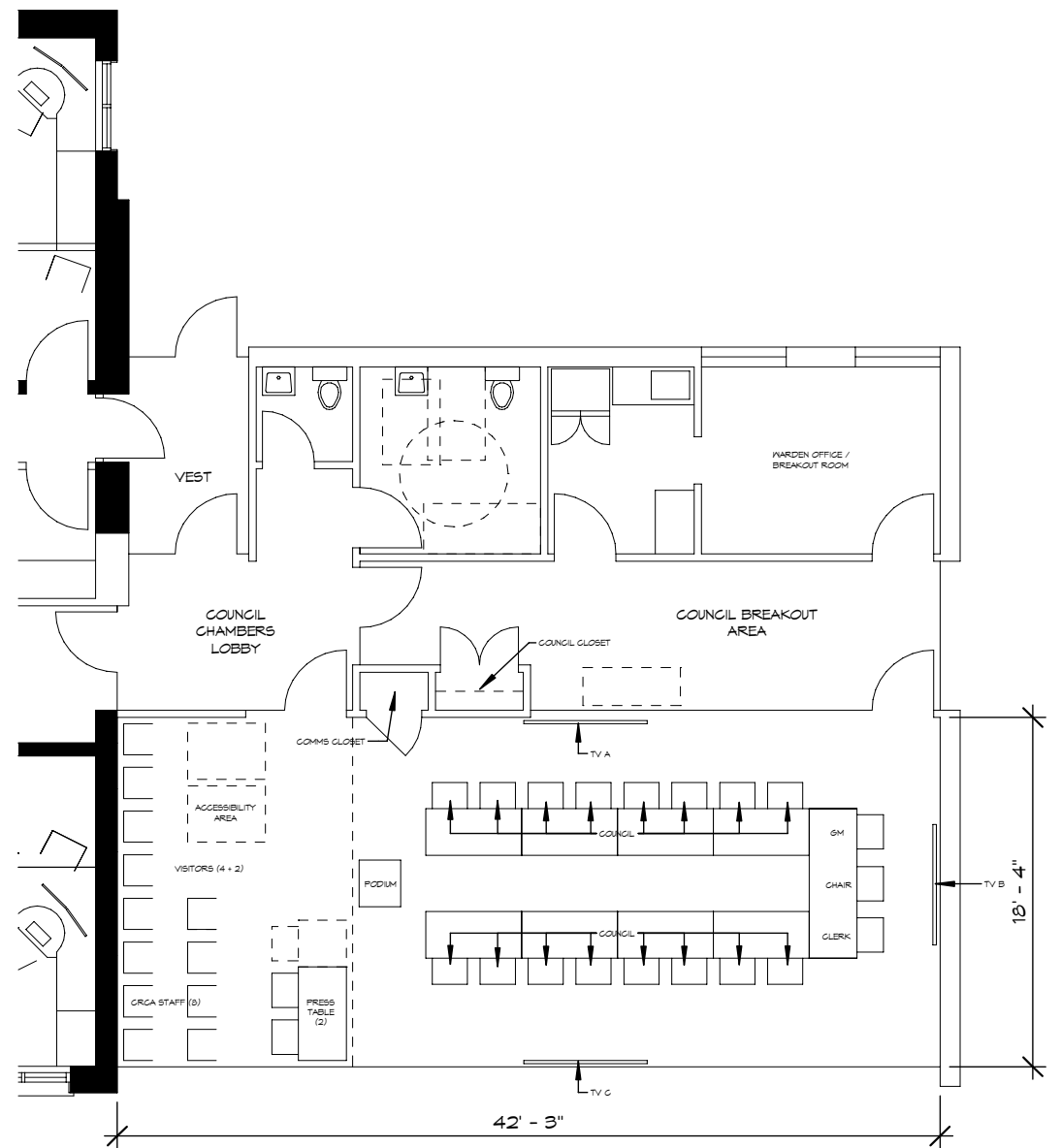
DWG. No.  
**A05**



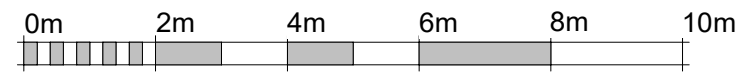
<b>COLBOURNE &amp; KEMBEL ARCHITECTS INC.</b> <small>1340 ARLINGTON PARK PLACE KINGSTON ONTARIO K7M 8M8          TEL: 613-384-2240 FAX: 613-384-1271          E-MAIL: INFO@CKA.CO</small>	PROJECT <b>COUNTY OF FRONTENAC &amp; CRCA JOINT ADMIN OFFICE FACILITY</b>	No. 20027	LOCATION 2069 BATTERSEA ROAD, GLENBURNIE, ON	DRAWING <b>SECOND PLAN - CF OFFICE SPACE</b>	SCALE 1 : 100	DWG. No. <b>A06</b>
	CLIENT COUNTY FRONTENAC & CRCA	DATE 20/12/15	REVISED 01/26/21			



CF LAYOUT



CRCA LAYOUT



<b>COLBOURNE &amp; KEMBEL ARCHITECTS INC.</b> <small>1340 ARLINGTON PARK PLACE KINGSTON ONTARIO K7M 8M8          TEL 613-364-2240 FAX 613-364-1271          E-MAIL: info@ckal.ca</small>	PROJECT No. 20027 <b>COUNTY OF FRONTENAC &amp; CRCA JOINT ADMIN OFFICE FACILITY</b>	LOCATION 2069 BATTERSEA ROAD, GLENBURNIE, ON	DRAWING <b>COUNCIL CHAMBER LAYOUT</b>	SCALE 1 : 100	DWG. No. <b>A07</b>
	CLIENT COUNTY FRONTENAC & CRCA	DATE 20/12/15	REVISED 21/02/11		



**Committee Report**

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

**From:** Jannette Amini, Manager of Legislative Services/Clerk

**Date of meeting:** March 17, 2021

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**Re: Administrative Building Design Task Force – Report to Council**

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

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

1. **2021-021  
Office of the Chief Administrative Officer  
Review of Detailed Design Plans and Budget Financial Analysis for the  
Joint Administrative Building**

**Be It Resolved That** the Office of the Chief Administrative Officer – Office of the Chief Administrative Officer – Review of Detailed Design Plans and Budget/Financial Analysis for the Joint Administrative Building be received;

**And Further That** the Administrative Building Design Task Force approve the Detailed Designs developed by Colbourne & Kembel Architects Inc. and proceed through Phase 3 of the Workplan – RFP for Detailed Design, as noted in the report.



**Minutes of the Administrative Building Design Task Force Meeting  
February 17, 2021**

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A meeting of the Administrative Building Design Task Force was held in virtual electronic format, hosted at the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, February 17, 2021 at 11:09 a.m.

**Present:**

Councillor Martin – Chair  
Councillor MacDonald – Vice Chair  
Warden Vandewal  
Councillor Doyle

**Staff Present:**

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

**1. Call to Order**

Ms. Amini, Clerk, called the meeting to order at 11:09 and proceeded with the election of officers.

**2. Election of Officers**

**a) Election of Chair**

Moved By: Deputy Warden Doyle  
Seconded By: Warden Vandewal

**That** Councillor Gerry Martin be elected Chair of the Administrative Building Design Task Force for 2021.

**Carried**

Moved By: Councillor Vandewal  
Seconded By: Councillor Doyle

**That** nominations for Chair be closed.

**Carried**

Councillor Martin accepted the Nomination of Chair.

**b) Election of Vice Chair**

Moved By: Deputy Warden Doyle  
Seconded By: Councillor Martin

**That** Councillor Bill MacDonald be elected Vice Chair of the Administrative Building Design Task Force for 2021.

**Carried**

Moved By: Warden Vandewal  
Seconded By: Deputy Warden Doyle

**That** nominations for Vice Chair be closed.

**Carried**

Councillor MacDonald accepted the Nomination of Vice Chair.

**3. Adoption of the Agenda**

Moved By: Councillor Doyle  
Seconded By: Councillor MacDonald

**That** the agenda for the February 17, 2021 meeting of the Administrative Building Design Task Force be adopted.

**Carried**

**4. Disclosure of Pecuniary Interest and General Nature Thereof**

There were none.

**5. Adoption of Minutes**

**a) Minutes of Meeting held December 16, 2020**

Moved By: Councillor Doyle  
Seconded By: Councillor MacDonald

**That** the minutes of the Administrative Design Task Force meeting held December 16, 2020 be adopted.

**Carried**

**6. Deputations and/or Presentations**

**7. Reports**

- a) **2021-021  
Office of the Chief Administrative Officer  
Review of Detailed Design Plans and Budget Financial Analysis for the Joint  
Administrative Building**

Moved By: Councillor Doyle  
Seconded By: Councillor MacDonald

**Be It Resolved That** the Office of the Chief Administrative Officer – Office of the Chief Administrative Officer – Review of Detailed Design Plans and Budget/Financial Analysis for the Joint Administrative Building be received;

**And Further That** the Administrative Building Design Task Force approve the Detailed Designs developed by Colbourne & Kembel Architects Inc. and proceed through Phase 3 of the Workplan – RFP for Detailed Design, as noted in the report.

**Carried**

Mr. Pender provided an overview of the report, noting that one of the major changes of the plans since last presented to the Task Force in December is more use of basement space in order to reduce costs.

To questions regarding how the costs of this re-development will affect the County's levy, Mr. Pender noted that the County has been making contributions to reserves for capital repairs so this could be funded by a combination of borrowing and use of reserves. Should Council chose not to use reserves, the worst case scenario would be a 2% increase to the levy; however this will coincide with the end of the 0.65% dedication to capital reserves.

The debenture on Fairmount Home expires September 2022 and it is anticipated that the redevelopment of this building will be late 2022 early 2023.

To questions regarding if both the County of Frontenac and the CRCA are in agreement that this is the best design, Mr. Pender noted that these designs have been vetted through both the County's staff design committee and the CRCA design committee and incorporates comments from both.

To questions regarding if the size space issues for the CRCA that it had noted at the joint meeting had been addressed, Mr. Pender noted that everyone's office is getting smaller; however the compromise is far more functional meeting rooms. He also noted that work from home strategies will also change how people work. Between both groups we are comfortable that the meeting rooms and flex space compensate for the reduced office sizes.

Moved By: Deputy Warden Doyle  
Seconded By: Warden Vandewal

**That** the detailed designs presented today be presented to County Council at its March 17, 2021 meeting.

**Carried**

**8. Communications**

**9. Other Business**

**10. Next Meeting**

The next meeting is preliminary scheduled for Wednesday, April 21, 2021 following the County Council meeting.

**11. Adjournment**

Moved By: Deputy Warden Doyle  
Seconded By: Councillor Macdonald

**That** the meeting hereby adjourn at 11:37 a.m.

**Carried**

**By-Law Number 2021-0009**

**of**

**The Corporation of the County of Frontenac**

being a by-law to appoint an Area Weed Inspector for the County of Frontenac.

---

**Whereas** Section 8 of the Municipal Act, S.O. 2001, as amended 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** Sections 5 of the Municipal Act, 2001, as amended provides that a municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by its council by by-law, unless the municipality is specifically authorized to do otherwise; and,

**Whereas** Section 6 of the Weed Control Act, R.S.O., 1990 Chapter W.5 and amendments thereto provides that the council of every upper-tier municipality shall by by-law appoint one or more persons as area weed inspectors to enforce this Act in the area within the council's jurisdiction and fix their remuneration or other compensation; and,

**Whereas** the Council of the County of Frontenac, deems it expedient to appoint an area Weed Inspector for the provision of weed inspection services;

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

1. **That** Kelly J. Pender be and is hereby re-appointed as area Weed Inspector for the area within the jurisdiction of the Corporation of the County of Frontenac,
2. **That** this By-law shall come into force and take effect upon the date of final passing.

Read a First and Second Time this 17<sup>th</sup> day of March, 2021.

Read a Third Time, Signed, Sealed and Finally Passed this 17<sup>th</sup> day of March, 2021.

**The Corporation of the County of Frontenac**

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Ron Vandewal, Warden

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Jannette Amini, Clerk

**BY-LAW NO. 2021-0010**

**OF**

**The Corporation of the County Of Frontenac**

being a by-law to amend By-law No. 2013-0020 (CAO Performance Appraisal Review Panel Terms of Reference)

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**Whereas** Section 238(2) of the *Municipal Act, 2001, S.O. 2001, c.25, as amended* (the Act) provides that Council shall pass a procedure by-law for governing the calling, place and proceedings of meetings;

**And Whereas** By-law No. 2013-0020, being a bylaw to provide for governing the proceedings of the Council and its committees, the conduct of members and the calling of meetings, was adopted by the Council of the Corporation of the County of Frontenac on May 15, 2013;

**And Whereas** By-law No. 2013-0020 sets out the County of Frontenac Advisory Committees to Council, including the appointments of its members;

**And Whereas** the Council of the Corporation of County of Frontenac deems it expedient to amend By-law No. 2013-0020;

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

**That** Procedural By-law 2013-0020, as amended, be further amended as follows:

1. **That** Schedule B-6, under Mandate/Terms of Reference: 4, a., be amended by adding an additional bullet as follows:
  - v. To avoid any real or perceived conflict of interest, pecuniary interest or personal gain for the CAO, their family or associates, an annual disclosure memo be presented to the Panel on any external activities that he/she is currently engaged in.
2. **That** this amending by-law shall come into force and take effect on the date of final passing.

Read a First and Second Time this 17<sup>th</sup> day of March, 2021.

Read a Third Time, Signed, Sealed and Finally Passed this 17<sup>th</sup> day of March, 2021.

**The Corporation of the County of Frontenac**

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Ron Vandewal, Warden

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Jannette Amini, Clerk

**By-Law Number 2021-0011**

**of**

**The Corporation of the County of Frontenac**

being a by-law to authorize the execution of an agreement with the Her Majesty the Queen in the right of Ontario as represented by the Minister of Long-Term Care for a Community Paramedicine Program.

---

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

**Whereas** the County of Frontenac wishes to enter into an Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Long-Term Care for a Community Paramedicine program;

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

1. **That** the Warden and Clerk are hereby authorized to enter into an agreement with Her Majesty the Queen in right of Ontario as represent by the Minister of Long-term Care for a Community Paramedicine Program; and,
2. **That** this By-law shall come into force and take effect upon the date of final passing.

Read a First and Second Time this 17<sup>th</sup> day of March, 2021.

Read a Third Time, Signed, Sealed and Finally Passed this 17<sup>th</sup> day of March, 2021.

**The Corporation of the County of Frontenac**

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Ron Vandewal, Warden

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Jannette Amini Clerk

**By-Law No. 2021-0012**

of

**The Corporation of the County OF Frontenac**

being a by-law to confirm all actions and proceedings of County Council on  
March 17, 2021

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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 March 17, 2021 be confirmed as actions for which the municipality has the capacity, rights, powers and privileges of a natural person.
2. **That** all actions and proceedings of the Council of the County of Frontenac taken at its regular meeting held on March 17, 2021 be confirmed as being matters within the spheres of jurisdiction described in Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto.
3. **That** all actions and proceedings of the Council of the Corporation of the County of Frontenac taken at its regular meeting held on March 17, 2021 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 17<sup>th</sup> day of March, 2021

Read a Third Time and Finally Passed, Signed and Sealed this 17<sup>th</sup> day of March, 2021.

**The Corporation of the County Of Frontenac**

\_\_\_\_\_  
Ron Vandewal, Warden

\_\_\_\_\_  
Jannette Amini, Clerk