



Frontenac County Council Meeting
Wednesday, November 15, 2023 – 9:00 a.m.
Township of South Frontenac Council Chamber,
4432 George Street, Sydenham, ON
Council will resolve into Closed Meeting
and will reconvene as regular Council at 9:30 a.m.
<https://youtube.com/live/pJNUtD3FORM?feature=share>

Agenda

Page

Call to Order

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for mother earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the County is committed to working with Indigenous peoples and all residents to pursue a united path of reconciliation.

Roll Call

Closed Session

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

1. Adoption of Closed Minutes of Meetings held October 18, 2023
2. Personal matters about an identifiable individual, including municipal or local board employees - as it relates to the annual performance appraisal of the Chief Administrative Officer
3. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose - as it relates to County Approval Authority

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

8 - 18

- a) Minutes of Meeting held October 18, 2023

Resolved That the minutes of the regular Council meeting held October 18, 2023 be adopted.

19 - 30

- b) Minutes of Committee of the Whole Budget Meeting held October 24 & 25, 2023

Resolved That the minutes of the Committee of the Whole Budget meetings held October 24 & 25, 2023 be adopted.

Delegations and/or Presentations

31 - 35

- a) **Mr. Andrew McCallum and Mr. Hugh Cowan** representing the Wolfe Island EMS Committee, will address Council regarding the removal of the ambulance previously stationed on Wolfe Island.

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

36 - 55

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

Unfinished Business

Consent Reports from the Chief Administrative Officer

Committee of Management of Fairmount Home

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

56 - 58

- b) **2023-125**
Fairmount Home
Registered Nurses' Association of Ontario's (RNAO) Best Practice Spotlight Organization Long-Term Care Letter of Support

Please Note: The information being presented, which the County does not have control over, is not in an accessible format but can be provided upon request.

Recommendation:

Resolved That Council of the County of Frontenac receive the Fairmount Home - Registered Nurses' Association of Ontario's (RNAO) Best Practice Spotlight Organization Long-Term Care Letter of Support Report;

And Further That the Council of the County of Frontenac direct the Clerk and Warden to sign the Appendix B RNAO's Best Practice Spotlight Organization Long-Term Care (BPSO-LTC) Letter of Support.

- c) **That** the Committee of Management of Fairmount Home adjourn and revert back to Committee of the Whole Council.

Recommend Reports from the Chief Administrative Officer

59 - 61

- a) **2023-119**
Corporate Services
2024 Frontenac-Howe Islander Ferry Fees and Fares Schedule
Recommendation:

Resolved That Council of the County of Frontenac receive the Corporate Services –Frontenac-Howe Islander Ferry Fees and Fares Schedule report;

And Further That a by-law be introduced later in the meeting to adopt the 2024 Frontenac-Howe Islander Ferry Fees and Fares Schedule.

62 - 63

- b) **2023-120**
K&P Trail
Request for use of Canada Community Building Fund for remediation of K&P Trail north of Clarendon Station
Recommendation:

Be It Resolved That up to \$12,000 of the Canada Community Building Fund be allocated to assist with repairs to the K&P Trail between Clarendon Station and Robertsville Road.

64 - 70

- c) **2023-121**
Corporate Services
Support of the EOWC '7 in 7' Regional Housing Plan

Recommendation:

Be It Resolved That the County of Frontenac approve a contribution of \$36,000 required for the EOWC Regional Housing Plan (7 in 7+) deliverables to March 31, 2024.

71 - 72

- d) **2023-122**
Corporate Services
2024 Draft Budget Revision

Recommendation:

Resolved That the Council of the County of Frontenac receive the Corporate Services - 2024 Draft Budget Revision Report,

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

And Finally That the Council of the County of Frontenac pass a by-law later in the meeting approving the 2024 Budget.

Information Reports from the Chief Administrative Officer

73 - 81

- a) **2023-123**
Corporate Services
Rural and Southern Frontenac Community Services Quarterly Transportation Report

Reports from Advisory Committees of County Council

Return to Council

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

Adoption of the Report of the Committee of the Whole Council

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

Motions, Notice of Which has Been Given

Giving Notice of Motion

Communications

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

- a) From the Township of Archipelag regarding Cigarette Producer Responsibility
[Distributed to Members of County Council October 20, 2023]
- b) From the Township of Archipelago regarding a resolution to declare gender-based violence and intimate partner violence an epidemic
[Distributed to Members of County Council October 20, 2023]
- c) From the Township of East Hawkesbury regarding a resolution on Bill 21 - Fixing Long Term Care Act
[Distributed to Members of County Council October 20, 2023]
- d) From the Township of McKellar regarding a resolution calling for an Amendment to the Legislation Act
[Distributed to Members of County Council October 20, 2023]
- e) From the Township of Terrace Bay regarding a resolution supporting opposition to the Strong Mayors Powers in Aurora
[Distributed to Members of County Council October 20, 2023]
- f) From the Eastern Ontario Trails Alliance regarding partnerships with the County of Frontenac
[Distributed to Members of County Council October 27, 2023]
- g) From the Municipality of St. Charles regarding a resolution concerning school bus stop arm cameras
[Distributed to Members of County Council October 27, 2023]
- h) From the Township of Machar regarding a Resolution concerning legislation on short term rental brokerage Companies
[Distributed to Members of County Council October 27, 2023]
- i) From the Township of North Dundas regarding a resolution concerning school bus stop arm cameras
[Distributed to Members of County Council October 27, 2023]
- j) From the Town of Rainy River regarding Resolution that water treatment training opportunities be expanded and made more affordable
[Distributed to Members of County Council October 27, 2023]
- k) From Marc Moey's providing a response on questions raised at PEDAC regarding trail passes
[Distributed to Members of County Council November 3, 2023]
- l) From Mr. Roger J Hogan regarding a Cost Benefit Analysis on the expansion of the KP Trail
[Distributed to Members of County Council November 3, 2023]

- m) From the City of Cambridge regarding a Resolution on fixing the Long-Term Care Amendment Act
[Distributed to Members of County Council November 3, 2023]
- n) From the Municipality of Wawa regarding a resolution on Short Term Rentals
[Distributed to Members of County Council November 3, 2023]
- o) From the Town of Aurora regarding a Resolution on Cannabis Retail Applications for Aurora
[Distributed to Members of County Council November 3, 2023]
- p) From the Town of Goderich regarding a resolution concerning Illegal Car Rally Provincial Task Force
[Distributed to Members of County Council November 3, 2023]
- q) From the Town of Huntsville regarding a resolution on Floating Accommodations
[Distributed to Members of County Council November 3, 2023]
- r) From the Town of Plympton-Wyoming regarding a Resolution of support Calling for Amendment to Legislation Act, 2006
[Distributed to Members of County Council November 3, 2023]
- s) From the Eastern Ontario Trails Alliance regarding partnering with the County to promote trails
[Distributed to Members of County Council November 10, 2023]
- t) From the Municipality of Wawa regarding a resolution of Support for an Automated Enforcement System
[Distributed to Members of County Council November 10, 2023]
- u) From the Municipality of Wawa regarding a resolution of support for increasing Tax Credits for Firefighter
[Distributed to Members of County Council November 10, 2023]
- v) From the Municipality of Wawa regarding a resolution of Support for Water Training
[Distributed to Members of County Council November 10, 2023]
- w) From the Municipality of Wawa regarding a resolution of support to include Digital Publication in the Legislation Act.
[Distributed to Members of County Council November 10, 2023]
- x) From the Town of Perry Sound regarding a resolution on the Highway Traffic Act and Automated Enforcements Systems on all roadways
[Distributed to Members of County Council November 10, 2023]

Other Business

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

- 82 - 84 a) To establish a fees and fares schedule for the Frontenac-Howe Islander Ferry operation for the year 2024
[Proposed By-law No. 2023-047]
- 85 b) To adopt the estimates for the sums required during the year 2024 for the purposes of the County of Frontenac (2024 Budget)
[Proposed By-law No. 2023-048]
- c) To Authorize the Warden and Clerk to enter into an Agreement
[Proposed By-law No. 2023-049]
- 86 - 87 d) To confirm all actions and proceedings of County Council on November 15, 2023
[Proposed By-law No. 2023-050]

Adjournment



FRONTENAC



Minutes of the Regular Meeting of Council October 18, 2023

A regular meeting of the Council of the County of Frontenac was held in the Township of South Frontenac Council Chamber, 4432 George Street, Sydenham on Wednesday, October 18, 2023, at 9:00 AM.

There was a "Closed Meeting" of the Committee of the Whole from 9:00 am to 9:33 am, with regular business commencing at 9:34 am.

Roll Call

Present: Warden Ron Vandewal, Deputy Warden Fran Smith, Councillors Fred Fowler, Nicki Gowdy, Judy Greenwood-Speers, Ray Leonard, Gerry Lichty, and Bill Saunders

Also Present: **County:**
Jannette Amini, Manager of Legislative Services/Clerk
Susan Brant, Administrator-Fairmount Home
Gale Chevalier, Chief/Director of Emergency & Transportation Services
Kevin Farrell, Manager of Continuous Improvement
Joe Gallivan, Director of Planning and Economic Development
Alex Lemieux, Director of Corporate Services/Treasurer
Barb McCulloch, Director of Human Resources
Brianna McEathron, Executive Assistant to the CAO
David Millard, Manager of FMIS
Matt Mills, Communications Officer
Kelly Pender, Chief Administrative Officer/Deputy Clerk

Call to Order

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for mother earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the County is committed to working with Indigenous peoples and all residents to pursue a united path of reconciliation.

Proclamations

a) **GIS Day
November 15, 2022**

Motion #: 178-23 Moved By: Councillor Lichty
Seconded By: Councillor Greenwood-Speers

Whereas Geography Awareness Week is November 13 – 17, 2023;

And Whereas International Geographic Information System (GIS) Day is November 15, 2023;

And Whereas Geography Awareness Week promotes GIS and geographic literacy;

And Whereas GIS is an important part of geography awareness;

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

Now Therefore Be It Resolved That the Council of the County of Frontenac hereby proclaims November 15, 2023 as GIS Day in Frontenac County.

Carried

Move into Committee of the Whole

Motion #: 179-23 Moved By: Deputy Warden Smith
Seconded By: Councillor Saunders

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

Carried

Briefings

- a) **Dr. Piotr Oglaza**, Medical Officer of Health, KFL&A Public Health, presented to County Council, highlights of Public Health programs and services along with an overview of its draft 2024 budget.
- b) **Ms. Laura Carter**, CEO/Chief Librarian, Kingston Frontenac Public Library, presented to County Council, highlights of the library programs and services along with an overview of the library's draft 2024 budget.
- c) **Ms. Ruth Noordegraaf**, and **Mr. Mitch Grange**, City of Kingston Housing and Social Services, presented to County Council, highlights of the Housing and Social Services programs along with an overview of the draft 2024 budget.

- Updating municipal Codes of Conduct to account for workplace safety and harassment
- Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario
- Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province
- Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner
- Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office.

Carried

Giving Notice of Motion

Communications

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

- a) From SPR Research Public Opinion regarding Bill 23 and Related Measures Affecting the Greenbelt and Housing
[Distributed to Members of County Council September 22, 2023]
- b) From the City of Cambridge regarding a Resolution concerning School Bus Stop Arm Cameras
[Distributed to Members of County Council September 22, 2023]
- c) From the City of Cambridge regarding a Resolution declaring Intimate Partner Violence and Epidemic
[Distributed to Members of County Council September 22, 2023]
- d) From AMO regarding Navigating Conflict Relationships as an Elected Official Training
[Distributed to Members of County Council September 29, 2023]
- e) From Northumberland County regarding a Resolution Supporting Highway Traffic Act Amendments
[Distributed to Members of County Council September 29, 2023]
- f) From the City of Quinte West regarding a resolution on Chronic Pain Treatment
[Distributed to Members of County Council September 29, 2023]
- g) From the Town of Aurora regarding a Resolution on Councils Opposition to Strong Mayor Powers
[Distributed to Members of County Council September 29, 2023]
- h) From the Town of Aurora regarding a Resolution on Gender-Based Intimate Partner Violence Epidemic
[Distributed to Members of County Council September 29, 2023]
- i) From the Town of Midland regarding a resolution concerning Catch and Release Justice in Ontario

- j) [Distributed to Members of County Council September 29, 2023]
From the Town of Perry sound regarding a resolution to apply regulations to short-term rental digital platforms
- k) [Distributed to Members of County Council September 29, 2023]
From the County of Brant regarding a resolution in support of for Guaranteed Livable Income Program
- l) [Distributed to Members of County Council October 6, 2023]
From the Town of Wasaga Beach regarding a resolution calling for a Provincial Task Force on illegal Car Rallies
- m) [Distributed to Members of County Council October 6, 2023]
From the City of Burlington regarding a resolution on Provincial legislation for third-party short-term rental companies
- n) [Distributed to Members of County Council October 13, 2023]
From the Town of Cobourg regarding a resolution on illegal land use enforcement
- o) [Distributed to Members of County Council October 13, 2023]
From the Township of Howick regarding a Resolution in Support of Catch and Release Justice in Ontario

Other Business

Warden Vandewal noted that he did the closing ceremonies for the Open Farms event this year in Kingston’s Springer Market Square which sold out its 140 tickets. He paid tribute to CFB Kingston which assisted in setting up the event as well as offering its infield food truck which provided great food.

Warden Vandewal noted the opening of South Frontenac’s new Firehall on Battersea Road this coming Saturday, October 21st at 3:00 p.m.

Deputy Warden Smith paid tribute to Township of Central Frontenac GREC science teacher Wade Leonard regarding his course in drones (and drone mapping) which teaches students how to fly a drone and what to do with it once they get it up in the air.

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

a) First and Second Reading

Motion #: 192-23 Moved By: Councillor Greenwood-Speers
Seconded By: Councillor Gowdy

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

Carried

b) Third Reading

Motion #: 193-23 Moved By: Councillor Greenwood-Speers
Seconded By: Councillor Gowdy

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

Carried

By-Laws

a) **To Amend the County of Frontenac Official Plan (Amendment Number 3, Communal Services)**

[Proposed By-law No. 2023-044]

b) **To appoint a Municipal Auditor**

[Proposed By-law No. 2023-045]

c) **To confirm all actions and proceedings of County Council on October 18, 2023**

[Proposed By-law No. 2023-046]

Adjournment

Motion #: 194-23 Moved By: Councillor Saunders
Seconded By: Councillor Leonard

That the meeting hereby adjourn at 12:26 p.m.

Carried

Ron Vandewal, Warden

Jannette Amini, Clerk



FRONTENAC



Minutes of the Committee of the Whole Council October 24 and 25, 2023

A meeting of the Committee of the Whole Council of the County of Frontenac was held in the Township of South Frontenac Council Chamber, 4432 George Street, Sydenham, on Tuesday, October 24, 2023 and was called to order at 9:00 a.m. The meeting reconvened on Wednesday, October 25, 2023 at 9:00 a.m.

Present:	Warden Ron Vandewal, Deputy Warden Fran Smith, Councillors Fred Fowler, Nicki Gowdy, Judy Greenwood-Speers, Ray Leonard, Gerry Lichty and Bill Saunders
Also Present:	County: Richard Allen, Manager of Economic Development Jannette Amini, Manager of Legislative Services/Clerk Sonya Bolton, Manager of Community Planning Susan Brant, Administrator, Fairmount Home Gale Chevalier, Chief/Director of Emergency & Transportation Services Kevin Farrell, Manager of Continuous Improvement Joe Gallivan, Director of Planning and Economic Development Alex Lemieux, Director of Corporate Services/Treasurer Barb McCulloch, Director of Human Resources Brianna McEathron, Executive Assistant David Millard, Manager of FMIS Matt Mills, Communications Officer Kelly Pender, Chief Administrative Officer Phil Piasecki, Deputy Treasurer

Call to Order

Deputy Warden Smith called the meeting to order at 9:00 a.m.

Adoption of Agenda

Motion #: Moved By: Councillor Greenwood-Speers
Seconded By: Councillor Lichty

Resolved That the agenda for the October 24th and 25th, 2023 meeting of the Committee of the Whole be approved.

Carried

Disclosures of Pecuniary Interest & General Nature Thereof:

There were none

Delegations and/or Presentations

Reports

- a) **2023-115
2024 Draft Budget
Business Plans and Project Proposals**

Motion #: Moved By: Councillor Fowler
Seconded By: Councillor Leonard

That the Council of the County of Frontenac receive 2024 Draft Budget - Business Plans and Project Proposals Report;

And Further That Council approve the 2024-2028 Business Plans as presented;

And Finally That Council include the following Project Proposals for inclusion in the 2024 Draft Budget deliberations:

Corporate Services

- Microsoft Exchange Email Server Replacement
- Network Penetration Testing
- Human Resources Coordinator
- Current State Assessment of County of Frontenac Records

Planning and Economic Development

- Community Development Officer
- Internet Speed Test Portal
- Physician Recruitment
- Tourism Website Refresh
- K&P Trail: Enhanced Dust Suppression

Fairmount Home

- Housekeeping
- Maintenance
- Programming – Vacation Coverage

Frontenac Paramedic Services

- 10 – Year Resources and Facilities Master Plan Update
- Enhanced Operations Superintendent Resources
- Enhanced Paramedic Resources

Carried

Mr. Lemieux welcomed everyone and provided an overview of County services and their funding allocations and sources and, the 2024 Draft Budget, Budget Challenges, and the 2024 Budget Context containing the draft tax rate increases and responded to questions on same.

To questions raised regarding MPAC and re-assessment, Mr. Lemieux stated that he anticipates MPAC will phase in increases in assessment over 4 years but currently there are no details as MPAC has been noncommittal on this. In terms of the Physician Recruitment Reserve, Mr. Lemieux noted that this is a recommendation that came from the Planning and Economic Development Advisory Committee. In addition, the funding Council authorized last year has also been put into this reserve. It would be Council's decision on how to use this. Comments were made that this reserve would help fund a recruiter.

To questions raised asking if the formula for Planning services to the Townships still cost recovery. Mr. Lemieux confirmed this, however the fees are based on a 3 year average to allow stability to the Townships.

Planning & Economic Development.

Mr. Joe Gallivan provided a high-level overview of the Planning and Economic Development Department and responded to questions raised.

Ms. Sonya Bolton provided an overview of the Planning Units 2024-2028 Business Plan and responded to questions raised.

To questions raised regarding when the Townships need to start budgeting for its shares towards the Municipal Service Corporation, Mr. Gallivan noted that this was included as part of the Business Plan and is determined based on assessment. Once the Municipal Service Corporation is in place, Townships will then need to start budgeting for this, again, based on its portion of assessment which is to be paid over a 5 year period.

In terms of questions raised regarding the Natural Heritage Study and if there is any indication it will have control over ANSI's (Areas of Natural and Scientific Interest), Mr. Gallivan noted that our planning policies are tied to the way the province protects these lands, however this doesn't work in Frontenac where the majority of lands are not developed. We want the ability to chose areas in Frontenac that need protection and those that could be developed. In terms of if we can reverse what the provinces has not protected, Mr. Gallivan noted that the province has not updated its policies in quite a while so this will give us a better case.

Mr. Richard Allen provided an overview of the Economic Development 2024-2028 Business Plan and project proposals and responded to questions on same.

To questions of if we contribute to RTO's and do we receive a benefit, Mr. Allen noted that we do not contribute to RTO's as they are fully funded by the province. We have 2 RTO's (RTO 11 and RTO 9) that cover the County, but both operate differently based on destinations they support. We do work with them and this in itself provides benefits to the County as we participate in 2 sets of meeting and see 2 types of strategies.

In terms of questions around grant funding, Mr. Allen referred to his departmental KPI which is to receive 50% of grants and additional funding. For the past 6 years we have

exceeded this 50% target by at least a 100% minimum; however, he does not budget with grants, he hopes for them.

The Committee of the Whole recessed at 10:30 a.m.

The Committee of the Whole reconvened at 10:45 a.m.

Mr. Allen presented the following Project Proposals:

Community Development Officer

To questions on if this could be done as a contract position, Mr. Allen noted that the nature of offering a contract makes it difficult to retain someone, especially in today's competitive market.

In terms of comments if we are now doing some of the work of the CFDC, Mr. Allen noted that our role is to connect businesses with other businesses. We do not offer loans, coaching or business advice, which is what the CFDC does. We focus on community building. In terms of our projects, most of these are past projects that have lingered, morphed into something new, or became larger, such as Open Farms. We have a great relationship with the townships, but these relationships take time and work. In terms of measuring return on investment, if we move forward with this, there will be dollars and cents that we can measure as we now have the ability research and analyze data on who is visiting Frontenac. We are also able to understand our website and its use and how much traction it is getting. We are also able to track who goes from our website to a business website.

In terms of questions on if any of this could be turned over to OMAFRA, Mr. Allen noted that OMAFRA has funded programs in the past such as rural economic development however most of their programs are set and they do not step out of that box.

It was asked if Mr. Allen was not required to manage the K&P Trail, would he have the capacity to take this on. Mr. Allen noted this might be possible however, his time in terms of trails is more managing the relationships on the trail and developing policies; not so much maintenance. The actual construction is not a significant part of his time. In terms of questions around the County of Lennox and Addington's budget and TV advertising, Mr. Allen did not have this information but could get it for the Committee. He did note that L&A does have an individual who is dedicated just to tourism.

Internet Speed Test Portal

It was questioned why these providers are not providing this information to residents and why this would be relevant regarding why the County would need this information. It was also asked if EORN would not be able to provide this information to which Mr. Pender noted that EORN does provide this information but only on cellular data and not broadband.

Physician Recruitment

It was noted that there needs to be a plan for this funding as it is something different than money that attracts new doctors and that is what we must find. It was suggested that we have videos of current doctors promoting the lifestyle of Frontenac as this is our selling point. This all ties back to our branding and promoting our lifestyle.

To comments on whether \$20K is sufficient as it will take 4 years to grow this to \$80K, Mr. Allen noted it is a good starting point as we need to build partnerships as well as develop a plan and strategy. This will allow us to pursue some initiatives now such as attending conferences. Any signing bonuses would be paid over 5 years.

Tourism Website Refresh

It was asked if RTO's have websites that we can build off of, to which Mr. Allen noted that RTO's do have websites and some highlight our region; however, these simply direct people to local websites. We are also competing with the other destinations on those websites. In terms of generating revenue by requiring businesses on the site to pay a fee, Mr. Allen noted the signage on the K&P Trail and that this does generate revenue based on cost recovery and we could look something similar on our website.

Legislative Services

Ms. Amini provided an overview of the Legislative Services 2024-2028 Business Plan and the Current State Assessment of County of Frontenac Records project proposal and responded to questions on same.

The Committee of the Whole recessed at 12:15 p.m.

The Committee of the Whole reconvened at 12:45 p.m.

Information Services

Mr. Millard provided an overview of the Information Services 2024-2028 Business Plan and the Microsoft Exchange Email Server Replacement project proposal and responded to questions on same.

To questions regarding the issues around some responses taking up to 3 days, Mr. Millard noted that this occurs because staff do not work 24 hours.

Finance

Mr. Piazetski provided an overview of the Financial Services 2024-2028 Business Plan and responded to questions on same.

To the question of if a 1% dedication is a reasonable target on the capital levy, Mr. Lemieux noted that the County is at the end of its 10-year commitment and at this point we are short. Following the completion of the Capital Asset Management Plan we will have a better understanding of where we are and how to get to where we need to be.

It was asked if our previous vendors are aware of our new platform for bids and tenders and in terms of the rising costs of insurance and the fact that insurance companies are making huge profits, is there a political solution in play to address this. Mr. Lemieux advised that an information email was sent to all previous vendors. In terms of the rising costs of insurance, he noted that there are only 2 or 3 companies offering this so it is a very small market. The market is not as competitive as it was 6 years ago so going to market is only a short-term solution.

K&P Trail

Mr. Richard Allen provided an overview of the K&P Trail 2024-2028 Business Plan and the K&P Trail: Enhanced Dust Suppression project proposal and responded to questions on same.

It was asked if a lack of By-law enforcement affects our liability, to which Mr. Allen noted that the first step is to work with ATV clubs, but they don't want to be seen as an authority. Many municipalities appoint or deputize trail wardens, but we continue to look at other solutions.

Regarding the Sharbot Lake and Calabogie area, it was asked if there are plans to assist with Economic Development there as this area currently does not have much, to which Mr. Allen confirmed that his team does look at what is there and what could be there and communicate this to businesses and perspective businesses to attract additional trail users to stop and visit the local shops. In terms of trail maintenance, he organizes the work and contracts.

It was asked if the Trails by-law is clear on what is defined as a motorized vehicle, and it was questioned why motorized bikes are permitted on the trail as they go faster than ATV's. Mr. Allen stated that this is something we will look at when reviewing the trail management plan and what will be permitted on the trail prior to recommending to Council any policy changes.

It was asked if there is a time when revenue from the trail will cover the cost, to which Mr. Allen noted that return on investment is what we would specifically look at and we are seeing organized events that increases people visiting the County and spending money at our local businesses.

In terms of the K&P Trail: Enhanced Dust Suppression project proposal, it was questioned if trail permits, or user fees were ever added to the By-law. Mr. Allen noted that there were recommendations coming from both Mr. Wayne Robinson's review in which he supported inclusion of ATV permits. This was deferred by the previous Council and is yet to come back to this Council.

In terms of Frontenac Islands, the development of the canal was a push by a former Frontenac Islands Councillor.

The Committee of the Whole recessed at 1:47p.m.

The Committee of the Whole reconvened on Wednesday, October 25th in the Township of South Frontenac Council Chamber, and was called to order at 9:00 a.m. with Deputy Warden Smith providing the land acknowledgment.

Present:	Warden Ron Vandewal, Deputy Warden Fran Smith, Councillors Fred Fowler, Nicki Gowdy, Judy Greenwood-Speers, Ray Leonard, Gerry Lichty and Bill Saunders
Also Present:	<p>County: Richard Allen, Manager of Economic Development Jannette Amini, Manager of Legislative Services/Clerk Susan Brant, Administrator, Fairmount Home Gale Chevalier, Chief/Director of Emergency & Transportation Services Kevin Farrell, Manager of Continuous Improvement Heather Frise, Manager of Food Services Joe Gallivan, Director of Planning and Economic Development Alex Lemieux, Director of Corporate Services/Treasurer Barb McCulloch, Director of Human Resources Brianna McEathron, Executive Assistant Matt Mills, Communications Officer Kelly Pender, Chief Administrative Officer Angela Richmond, Assistant Director of Care Emily Shoniker, Director of Care</p>

Fairmount Home

Ms. Susan Brant provided an overview of the Fairmount Home 2024-2028 Business Plan and responded to questions on same.

To questions about the potential to have laundry sent out, Ms. Brant noted that this has been looked at; however, laundry is a unionized role, and this would need to be taken into consideration.

To questions about using locally sourced foods, Ms. Frise noted that Sudexo does source locally through a program called “Get Local” which supports local fresh fruits and vegetables as well as local egg farms.

In terms of turnover over rates for RN’s and RPN’s, it was noted that the driver for this is short term contracts due to leaves, such as maternity, which require backfill. Overall turnover for the Home is about 13.5%.

Ms. Heather Frise provided an overview of the Maintenance project proposal and responded to questions on same.

It was noted that the operation of the Home is the final goal, not maintenance of the building and it was suggested that contracting out this service be considered.

It was asked what the average amount of overtime is and is 0.6 sufficient given the age of the building. It was asked if it might make more sense, given the number of casual

staff, to move one of those over to full time. Ms. Frise was not able to provide the number of overtime hours but noted that adding a full-time position would not help in terms of coverage for sick time and vacation. Ms. Brant also noted that the Home does have some great part time staff who are only looking for part time hours, and again this is a unionized role and would need to be taken into consideration if contracting out.

Ms. Heather Frise provided an overview of the Housekeeping project proposal which drew no questions from Council.

Ms. Angela Richmond provided an overview of the Programming – Vacation Coverage project proposal and responded to questions on same.

To questions regarding hours of care, Ms. Brant noted that this position would not contribute to the 4 hours of care as this is considered allied help. The 4 hours of care only takes into account direct care such as nursing and P.S.W's.

In terms of weekend coverage, it was noted that the 2 full time staff currently work every other weekend so there is always 1-2 staff on the weekends; however, if those staff are on vacation, we would not be able to cover the weekend. We cannot use volunteers in this position.

In terms of questions regarding bringing in someone to do arts with residents, Ms. Richmond noted that this would still be coordinated through the Recreationalist who would need to be on hand to assist with residents. The recreationist would reach out to organizations that come in to do art work etc.

Human Resources

Ms. Barb McCulloch provided an overview of the Human Resources 2024-2028 Business Plan and the Human Resources Coordinator project proposal responded to questions on same.

In terms of the industry standard regarding staff turnover, Ms. McCulloch indicated that it is around the same level as what the County is experiencing; however, Hospitals turnovers are always quite a bit higher.

In terms of issues regarding grievances, Ms. McCulloch confirmed that management already looks at strengthening the language in the collective agreements during negotiations, but we also see a lot of health and safety grievances that stem from Health and Safety meetings and walk throughs.

To questions around the risk regarding Ontario Health Teams, it was asked for further elaboration as to what this is, to which Mr. Pender noted that the province is currently arranging health teams across Ontario, which is replacing the former district health councils. They will start looking at home care delivery and this will affect both Long Term Care and Paramedics, so staff are expecting shifts in delivery of service as well as increased competition for employees.

In terms of the Human Resources Coordinator project proposal, Ms. McCulloch noted that we do have a person currently in this position on contract which ends December 2024; however, we are bringing this forward to Council now to retain this person.

It was noted that Council last month approved in principle the increase in bed capacity of Fairmount Home, and it was asked if this will put additional pressure on the ability to meet the 4 hours of care, to which Ms. McCulloch confirmed this and noted that it will also increase the workload for HR in terms of recruitment and finding additional staff to support this.

The Committee of the Whole recessed at 10:15 a.m.

The Committee of the Whole reconvened at 10:28 a.m.

Frontenac Paramedics

Chief Chevalier provided an overview of Frontenac Paramedics 2024-2028 Business Plan and responded to questions on same.

To questions regarding how badly we are missing response times, Chief Chevalier guided Council to [Report 2023-103](#) that was provided to Council at its September 20th meeting.

To questions regarding the costs due to delays with respect to off load nursing at KGH, Chief Chevalier noted that during Covid, KGH had issues staffing this position and that position is funded by the ministry.

In terms of questions on the reason for seeking a superintendent position, given the summary in 2023 indicates the County is above other services in our area, Chief Chevalier noted that this information will be provided during the presentation of the project proposal but noted that some of these other services have different positions such as Team Leads, and some do not backfill causing increased overtime. We also have certain contract language that other services do not have, and most is related to the health and safety of paramedics.

Deputy Chief Gowdy provided an overview of Frontenac Paramedics 10 – Year Resources and Facilities Master Plan Update project proposal to which Council had no questions.

Deputy Chief Popov provided an overview of Frontenac Paramedics Enhanced Operations Superintendent Resources project proposal and responded to questions on same.

In terms of position levels, Deputy Chief Popov noted there is a Chief, 2 Deputy Chiefs and then Superintendents but there is potential for other roles.

To the comments made referring to Hastings and Quinte West that they have higher numbers of Acute Care Paramedics (ACP's) and lower number of Superintendents, and

could we do the same, Deputy Chief Popov noted that there is no correlation between these 2 roles but we are looking to hire additional ACP's as well as other staff.

It was noted the commitment we made to the City to provide some predictability in terms of budget increases, and it was asked if this project proposal is included in this, to which Mr. Pender noted that this was not outlined in the ORH study, but the City is aware of our program and the .65% dedication to reserves. In terms of staffing, this is part of what was predicted. Although the ORH study only deals with front line staff, it does recognize that with the increase in front line staff there will be the need to hire additional administration staff.

In terms of questions regarding the qualifications to be a Superintendent and does this position need to be a qualified ACP, Deputy Chief Popov reiterated that these are 2 different skill sets and there is no requirement for a Superintendent to be an ACP. The skill set of an ACP is not transferable to a Superintendent role. In terms of job accommodations, the job description of a Superintendent requires the ability to do all roles of a front-line paramedic.

Chief Chevalier provided an overview of Frontenac Paramedics Enhanced Paramedic Resources project proposal and responded to questions on same.

To questions regarding off load delays and its effects, Chief Chevalier noted that there are other issues associated with this such as space requirements and how to add beds. KGH is also faced with the human health care resources crises but this funding can be allotted to other positions so we are currently working with KGH on how we are going to address this.

GIS/Continuous Improvement

Mr. Farrell provided an overview of GIS/Continuous Improvement 2024-2028 Business Plan and responded to questions on same.

It was asked how you define the name of an island, to which Mr. Farrell responded that some are already established but we will work with the Townships to have letters sent out to landowners for input as well as reaching out to the Indigenous community. At the end we will work with the townships to come up with a name.

It was noted that some people, when using a smart phone, are not able to find certain places and it was asked if this is our fault, to which Mr. Farrell responded that sometimes google maps is wrong. We send them updates but they don't always use them. Frontenac maps has the correct information.

Deliberations

Mr. Pender explained the process and asked Council if the process used today is too much information given this is Council's second budget as we are always looking to improve the process. Some members felt it was too much information while others appreciated the information, with some thinking that somewhere in the middle.

This brief paper outlines the essential issues caused by the removal of the ambulance previously stationed on Wolfe Island. It also highlights how Wolfe Island's current emergency service response falls below the provision of ambulance services in a similar community in Ontario.

The delivery of emergency medical services is affected by an unavoidable conflict between geography, distance, and available medical resources. Each patient transported by ambulance is faced with these factors. Each paramedic service must mitigate the negative effects of difficult geography, long distances, and availability of medical resources in planning for transporting patients expeditiously and efficiently. As such, the cost of transport, while important, is not the most important factor determining how paramedic and ambulance resources should be deployed. The truth of this statement is amply demonstrated by the fact that Ontario spends several hundred million dollars per annum providing air ambulance services to remote, fly-in and indigenous communities.

Wolfe Island's approximately 1,400-1,600 permanent residents, along with the estimated 13,000 annual visitors, currently have emergency medical services that are less reliable and timely than the services provided in many Northern communities. There is no ambulance stationed on the island as of this writing. For each emergency call, an ambulance must respond from the mainland, adding a minimum 20 to 30 minutes to each call if the ferry from Kingston happens to be at the dock in the city. Most of the time the boat is away from Kingston, in which case the transport time will be much longer. Once on the island, the ambulance which has arrived from Kingston must travel to the scene of the call, adding 10 to 30 minutes to the call. After stabilizing their

patient, the ambulance crew transports the patient to the ferry, which further adds 10 to 30 minutes to the transport, followed by the 20-minute passage to Kingston. The total return time can easily exceed two hours.

However, the critical time is the response time from 911 call to arrival at the patient. The dictum that “Time is Muscle” referring to the criticality of time when treating a myocardial infarction (heart attack) with primary coronary intervention is relevant, as is the other dictum that “Time is Brain” in providing treatments such as thrombolysis and/or endovascular clot removal to stroke victims. Trauma patients, an important group in farming communities like Wolfe Island, are subject to the “Golden Hour” after which continued bleeding leads to severe complications and, in the worst cases, death. Even if the patient is not in one of these critical groups, excessively prolonged paramedic response time leads to unnecessary suffering, pain and anxiety for the unfortunate person.

It is instructive to compare Wolfe Island to the Toronto Islands with respect to how paramedic services are provided in each of these localities. The population on both islands (the Toronto Islands consist of two populated islands, Ward’s and Algonquin) is small, with Wolfe Island’s year-round population averaging 2,000 and the Toronto Islands’ averaging 700 people. Both communities have an aging population. Wolfe Island is geographically huge compared to the Toronto Islands as it measures 28.3km in its longest dimension. Both islands are served by ferries; a single car ferry to Wolfe Island (20-minute transit each way), and three pedestrian ferries to the Toronto Islands (about 10 minutes transit each way). The Toronto Island Airport (Billy Bishop City

Centre Airport) is served by a car ferry but there is no public road access to the other islands from the airport.

The critical difference between Wolfe Island and the Toronto Islands for this analysis is that the Toronto Islands have a dedicated full-time paramedic ambulance. The Toronto Paramedic Service (TPS) deployment stipulates that there will always be an ambulance on the island. If the dedicated ambulance departs the island with a patient, it is backfilled from the mainland. The TPS determined that the risk of not having an ambulance available on the Toronto Islands was too great to allow the ambulance to be diverted elsewhere (personal communication, Deputy City Manager Paul Raftis, former TPS Chief). This determination was made in the face of ambulance off-load delays which are in the 50-70% range of paramedic hours, like those in Kingston.

Unlike every other lower-tier municipality in Frontenac County, the Frontenac Islands are surrounded by water. Therefore, there can be no mutual aid from ambulance services in adjacent areas. Wolfe Island differs in one important aspect from its sister island, Howe Island. The latter is served by a 24/7 ferry that operates in the sheltered Bateaux Channel via a 5–10-minute crossing. Thus, ambulance service to Howe is much faster and much more reliable than that to Wolfe.

The foregoing demonstrates the folly of the decision to remove the ambulance from Wolfe Island. Response times to CTAS 1 (life threatening under the Canadian Triage and Acuity Scale) cases that exceed an hour are unacceptable. Even with the prior staffing regime of 8 hours staffed plus 16 hours on call on Wolfe Island, there has been at least one case of multiple casualties from a motor vehicle colliding with

pedestrians where the victims waited several hours to be transported as there was no ambulance on Wolfe Island. In fact, Frontenac Paramedics' own data demonstrates that the standard of 30 minutes response time to a Priority 4 call on the Frontenac Islands is never met.¹

One might be tempted to see the Orange air ambulance as a solution. There is a 24h helipad located at the public works facility on Highway 96. However, there are several problems with this idea. First, if one contemplated a permanently stationed helicopter on the island, this solution is impractical and excessively expensive (for example, an AW139 air ambulance costs at least \$14M, a crew facility would need to be built, personnel and parts would need to ferry from the mainland, operating funds would amount to at least \$1M per annum, etc.). Second, the existing air ambulances based in Toronto and Ottawa each have a response time of about 40 minutes from their bases to Wolfe Island if they are not otherwise tasked, as they commonly are. During hours of darkness, these helicopters can only land at the helipad (that is, they cannot land at the scene of the patient), so ground transport would still be required (i.e., an ambulance would still need to be based on the island). Thus, there is no practical way to use Orange as the first responder to Wolfe Island.

In short, due to the interposed body of water, like the Toronto Islands, the only way to provide reliable and adequate emergency medical service/ transport on Wolfe Island is to station an ambulance that is fully staffed with paramedics on Wolfe Island. If the removal of the ambulance is allowed, it is not hyperbole to state that there will be avoidable deaths that result. This clearly falls below a reasonable standard in Southern

1

Wolfe Island EMS Committee

November 8, 2023

Ontario and therefore an ambulance should continue to be stationed on the island to serve the 1,600 citizens who live on Wolfe Island year-round and the thousands of summer visitors who come here.

*Ten Year Paramedic Human Resources and Facilities Master Plan
Final Report September 3, 2019. Operational Research in Health Limited, p. 20.*

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Mike Jablonicky, Wolfe Island Municipal Councilor

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Administrative Report

November 15, 2023

Report 2023-10



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CAO Schedule – November

- Good Roads Consultation– October 30th – November 2nd
- EOWC SPC Meeting – November 7th
- EOWC LTC Working Group Meeting – November 8th
- Verona Project Meeting – November 9th
- EOWC HR Group Meeting – November 9th
- Meeting with MP Scott Reid and MPP John Jordan – November 10th
- Bi-Weekly Joint Administrative Facility Meeting – November 7th & November 21st
- Meeting with County of Renfrew – November 14th
- Leadership Team Meeting – November 15th
- Frontenac County Council – November 15th
- Old House Staff Meeting - November 16th
- EOWC CAOs' Meeting – November 16th
- Paramedic Site Visits – November 14th & November 28th
- EOWC CAOs' Planning Meeting – November 17th
- Communal Services Technical Advisory Meeting – November 20th
- FLA OHT Finance & Resources Meeting – November 21st
- EOWC Wardens Caucus Meeting – November 22nd & 23rd
- Wardens Wine and Cheese – November 29th



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Update – EOWC

- EOWC

Special EOWC CAOs' Meeting (Virtual)

- November 7th

EOWC LTC Working Group Meeting (Virtual)

- November 8th

EOWC HR Working Group (Virtual)

- November 9th

EOWC CAOs' Meeting (Gananoque)

- November 16th

EOWC Warden's Caucus Meeting (City of Toronto)

- November 22nd & 23rd



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AMO Communications

Ontario has announced \$5 million through an application-based program to help increased emergency preparedness. Municipalities under 100,000 are eligible to apply. [Applications are due November 30.](#)

On October 25, the province [posted](#) policy on actions to protect and recover six species at risk in Ontario: Fawnsfoot, Lilliput, Threehorn Wartyback, Shagreen, Toothed Globe and White-rimmed Shingle Lichen

Eyes on Events

- ROMA is pleased to share that the opportunity to submit your delegation requests for the 2024 ROMA Annual Conference is now open. Registered municipal officials can submit meeting requests with Provincial Ministers and their staff on local matters. To submit your delegation requests [click here](#).
- AMO and Hicks Morley have developed training to support municipal elected officials and council in understanding their obligations related to human rights and understanding how to manage seemingly competing human rights. You can register for this important training [here](#).



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AMO Communications (2)

Municipal Wire*

- Construction and manufacturing businesses can [get up to \\$20,000 for hiring new apprentices!](#) The program, delivered by Colleges and Institutes Canada, helps employers build a strong workforce and meet labour shortages.
- The [University of Waterloo is hosting info sessions](#) on the process to recruit student talent. Consider hiring a co-op student to support your municipality's succession planning!
- [Fleming College](#) is seeking municipal environmental land-use planning and management projects to be implemented by students in the [Environmental Land Management](#) program. Contact [Emily Markovic](#) to discuss partnership opportunities.



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Howe Island Ferry – 3rd Quarter Report

Third Quarter Report – 2 Year Comparison

Small Vehicle	Large Vehicle	Bikes	Passengers	Vehicles Left	Voyages
2023					
49,421	1,940	824	83,965	3069	12,448
2022					
53,466	1494	779	84,836	3,144	11,122



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Howe Island Ferry – 3rd Quarter Report (3)

The following reflects the numbers of voyages:

Vehicle Type	Difference
Small	Down by 7.57%
Large	Up by 23.0%
Bicycles	Up by 5.78%
Passengers	Down by 1.0275%
Vehicles Left	Down by 2.385%
Trips	Up by 10.645%



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Administrative Building Redevelopment

Administrative Building Redevelopment update as of
November 7th

A bi-weekly progress meeting between County Administration, Cataraqui Regional Conservation Authority, Colbourne & Kembel, Architects Inc., and Emmons & Mitchell Construction limited representatives to discuss the construction progress

- **Level 0:** Doors hung in all locations – finishing millwork
- **North Addition:** Framing completed for all washrooms, electrical rough-ins on going, drywall commencing and floor patching commencing.



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Administrative Building Redevelopment (2)

Heritage Building:

Level 2: Flooring ongoing. Painting of trim and rads ongoing. Heat being turned on. Millwork installations commenced.

Level 1: Drywall proceeding on walls and ceilings. Painting is ongoing.

Level 0: Mud and tape ongoing. Main stair rough in complete.

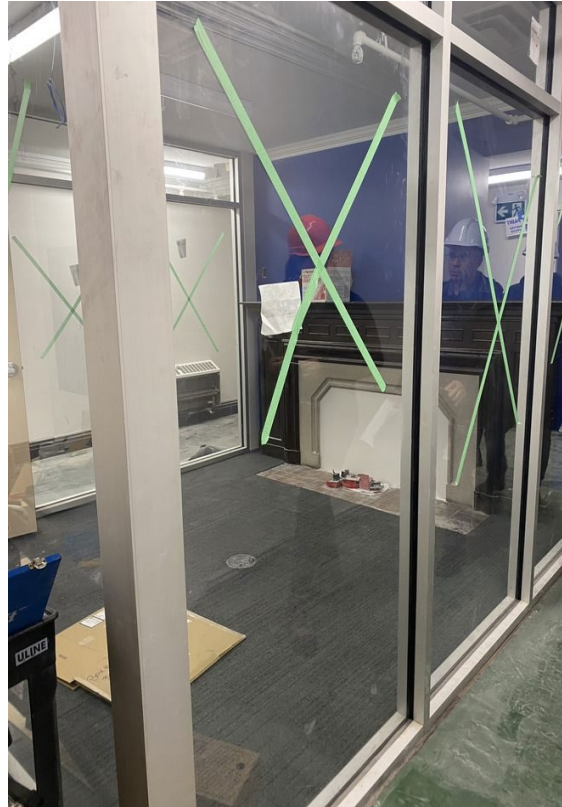
East Addition: Parapet framing complete and boarded to allow for roofing to commence. Framing of all walls ongoing. Sheathing of exterior walls commenced.

Exterior: Backfilling around the building is complete with exception of the planter bed installations. Sod around patio and back hill complete. Fine grading and prep for asphalt is complete.



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Administrative Building Redevelopment (3)





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Administrative Building Redevelopment (4)





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Human Resources Update – Key Activity

- **Recruitment**
 - 380 postings YTD November 6th
 - Interviews ongoing in all area at Fairmount J

- **Labour**
 - CUPE 2290 – interest arbitration date November 10th
 - Resolution/withdraw of four CUPE 2290 grievances
 - OPSEU arbitration x2 (1 withdrawn; 1 resolved)
 - 3 ongoing investigations

- **HRIS**
 - Performance Management and Succession Management remain in testing
 - Scheduling – demo of revamped Star Garden system and review of two other provider systems

- **Miscellaneous**
 - 360 feedback process initiated for additional 10 leaders
 - Results received from disability management program audit. Overall rating of 3 on the 4 point scale and achieved a score of 73.5%, meeting or exceeding Canadian and global industry average scores in most elements. A summary presentation will be provided with some recommendations in December to SLT.

Fairmount Home Update

Fairmount's residents celebrated the spirit of Halloween with spooky costumes, music and dancing. Thank you to family members and staff who dressed in costume for the events.



Fairmount Home Update (2)

Fairmount's residents congratulated our long-time hairdresser, Sue Rochon on her retirement. Sue has been a part of the Fairmount community for 20 years. Best wishes to Sue!



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Frontenac Paramedics Update

- Launched the social media component of Violence Against Paramedics initiative



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Frontenac Paramedics Update (2)

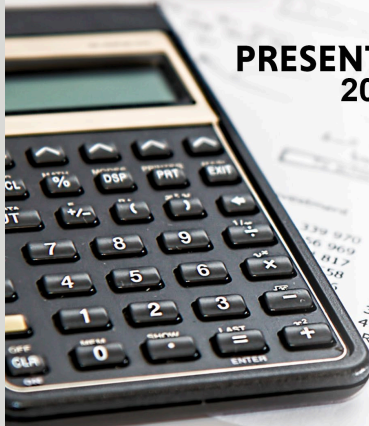
- Neighbours Saving Neighbours
 - » 68 active volunteers
 - » 5 community responses to date
- Community Paramedicine
 - » Commenced Flu shots and Covid vaccines
 - » >250 Flu and >200 Covid to date
- Education Specialty Team
 - » First Specialty Team established
 - » Will assist with training, orientation, mentoring





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Engagement & Communications Update, October 2023



**PRESENTATIONS TO COUNCIL
2024 BUDGET PROCESS**
October 24-25



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Website Pageviews

FrontenacCounty.ca	16,173
VisitFrontenac.ca	11,693
FrontenacMaps.ca	6,348
EngageFrontenac.ca	2,558

Social Media Engagement

County Facebook & Instagram	4,440
County Twitter	295
County Youtube	581
FPS Twitter	3,015
Visit Frontenac Facebook & Instagram	454
Fairmount Facebook	3,328
K&P Trail Facebook Group	1,114
H.I. Ferry Twitter	1,159

Total engagements in October

	51,158
Change from Sep 2023	19%
Change from Oct 2022	13%



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Engagement & Communications Update, October 2023 (2)



A social media and newsletter piece in cooperation with FLA/OHT about Rural Frontenac Community Services volunteer drivers from October 23.



A social media post from Fairmount Home in celebration and as farewell to Sue, the long-time Fairmount hair stylist, from October 13.



A post across County channels related to construction progress on Frontenac County campus projects from October 27.



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Planning Department Update

- **Communal Services**

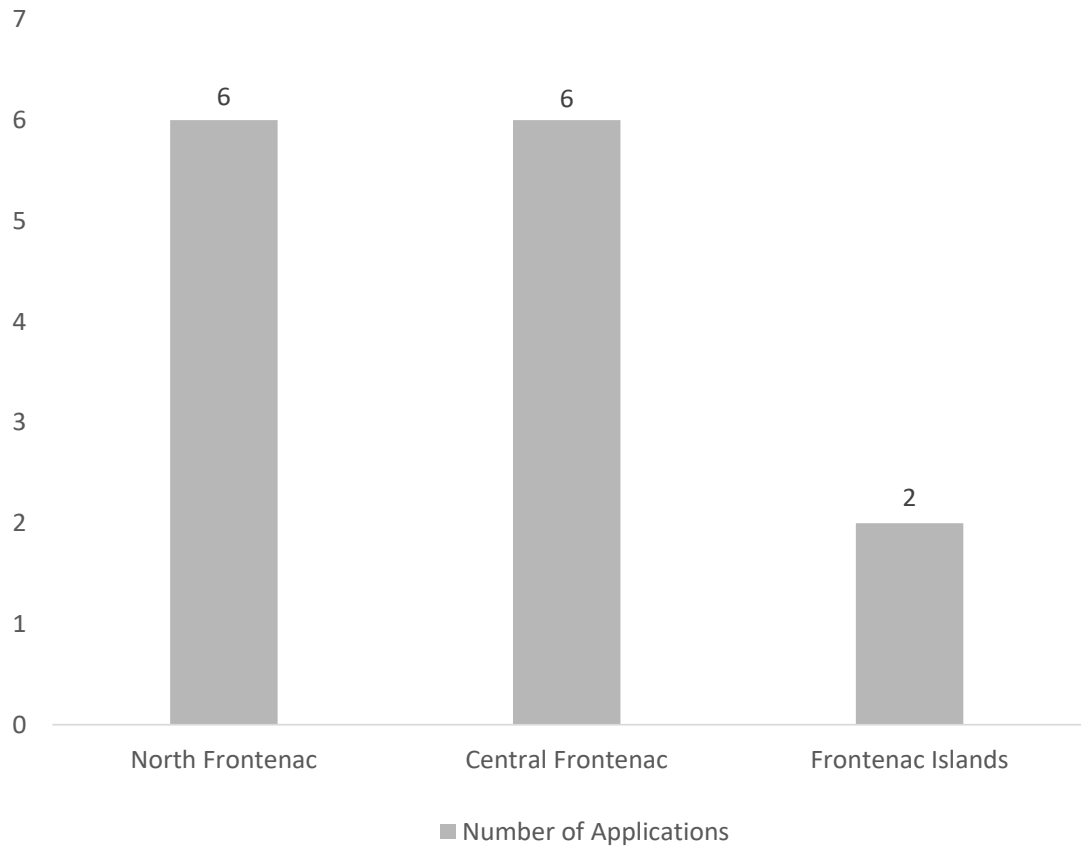
- County Official Plan Amendment (OPA) #3 was adopted by County Council on October 18. OPA #3 includes policies to support the use of communal services and the new Frontenac Municipal Services Corporation.
- The Frontenac Municipal Services Corporation was formally incorporated on November 7. Planning staff look forward to working with the new utility and our partner townships on future community building projects involving communal services.

- **Marysville Design Standards – Public Workshops**

County Planning staff have been working with the Township of Frontenac Islands and a group of graduate students at the Queen's School of Urban and Regional Planning on research into best practices in rural village design for Marysville. The students hosted two public workshops on November 7 to get feedback from the community on how to define the existing character of the village and what was important to them about the village's future. The students will be presenting their recommendations on village design standards at a special Township Council meeting on December 18.

Planning Application Update (October & November) North Frontenac, Central Frontenac, & Frontenac Islands

- Applications were lower for October and November because two Committee of Adjustment meetings were cancelled – one in North because of lack of new files and one in Central because of a temporary staff shortage.
- Applications for North included the passing of the housekeeping amendment for their Zoning By-Law.





Report 2023-124

Council Recommend Report

To: Warden and Council of the County of Frontenac
From: Kelly Pender, Chief Administrative Officer
Prepared by: Susan Brant, Administrator, Fairmount Home
Date of meeting: November 15, 2023

Re: Fairmount Home – Registered Nurses’ Association of Ontario’s (RNAO) Best Practice Spotlight Organization Long-Term Care Letter of Support

Recommendation

Resolved That Council of the County of Frontenac receive the Fairmount Home - Registered Nurses’ Association of Ontario’s (RNAO) Best Practice Spotlight Organization Long-Term Care Letter of Support Report;

And Further That the Council of the County of Frontenac direct the Clerk and Warden to sign the Appendix B RNAO’s Best Practice Spotlight Organization Long-Term Care (BPSO-LTC) Letter of Support.

Background

RNAO is the professional body representing registered nurses, nurse practitioners and nursing students in Ontario. They are advocates for healthy public policy and promoting excellence in nursing practice. Established in 2003, the [BPSO](#) designation program supports Best Practice Guideline implementation at the organizational level. The program’s strategic approach has been proven to promote the development of evidence-based cultures, improves patient care and enriches the professional practice of nurses and other health-care providers.

The BPSO-LTC program tailors the BPSO designation to the needs of the LTC sector and has been funded by the Province of Ontario since 2005. Under the program, Fairmount Home will be required to enter into a three-year commitment to implement, evaluate and sustain a minimum of three RNAO clinical practice guidelines, two of which must be implemented across the entire organization. The three RNAO clinical practice guidelines will include [Person- and Family-Centred Care](#), [Transitions in Care and Services](#), and [Risk Assessment, Prevention and Management of Pressure Ulcers for the Interprofessional Team](#). The home will also be required to contribute the necessary human and financial resources (actual and/or in-kind) to support guideline

implementation, evaluation, and sustainability. At the end of the three-year period, and assuming all deliverables are met, Fairmount Home will receive “BPSO-LTC Designate” status. As a designated BPSO-LTC, Fairmount Home will commit to continue the implementation, evaluation, spread and expansion of Best Practice Guidelines. The BPSO-LTC designation is renewed every two years, assuming deliverables are met.

Comment

As the Board of Directors for Fairmount Home, County Council’s support is required to accompany Fairmount’s proposal with the goal of implementing the three Best Practice Guidelines with the support of the home’s Nurse Practitioners as the Lead and Co-Lead for the program. The intent is to develop capacity among a cohort of staff including registered nursing staff that will be able to support guideline implementation, evaluation, and sustainability. The Request for Proposal for the BPSO Long-Term Care Designation is outlined in Appendix A RNAO BPSO-LTC requires a three-year commitment to building a program which includes a plan for sustainability into the future.

Strategic Priority Implications

Fairmount Home

- Improve the quality of care and services provided to residents
- Enhance staff training and development opportunities

Financial Implications

Funding is provided by RNAO with support from the Government of Ontario and the Professional Growth Fund from the Ministry of Long-Term Care will support the cost to participate including backfilling of staff who are participating in the program.

Organizations, Departments and Individuals Consulted and/or Affected

Consulted

- Fairmount Home, Management



FRONTENAC

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November 15, 2023

Registered Nurses' Association of Ontario
Best Practice Spotlight Organization® Long-Term Care Designation
Cohort K 2024 - 2027

To whom it may concern,

We would like to confirm our support for Fairmount Home for the Aged to apply for the Best Practice Spotlight Organization® Long-Term Care Designation with the Registered Nurses' Association of Ontario.

As the Board of Directors for Fairmount Home, we have been informed of the homes intent to write a proposal by the intended deadline with the goal of implementing three best practice guidelines within the home. It is our understanding that this program requires a three-year commitment to building a BPSO-LTC program which includes a plan for sustainability into the future.

At a minimum, annual progress reports to the Board will outline the progress towards the BPSO-LTC program and implementation of best practice guidelines that will improve the quality of care and outcomes of the home's residents. The program will also develop capacity among a cohort of staff including registered staff to support guideline implementation, evaluation, and sustainability.

Warden Ron Vandewal

Jannette Amini, Manager of Legislative Services/Clerk





Report 2023-119

Recommend Report to Council

To: Warden and Council Members of the County of Frontenac
From: Kelly J. Pender, Chief Administrative Officer
Prepared by: Alex Lemieux, Director of Corporate Services/Treasurer
Date of meeting: November 15, 2023

Re: Corporate Services – 2024 Frontenac-Howe Islander Ferry Fees and Fares Schedule

Recommendation

Resolved That Council of the County of Frontenac receive the Corporate Services – Frontenac-Howe Islander Ferry Fees and Fares Schedule report;

And Further That a by-law be introduced later in the meeting to adopt the 2024 Frontenac-Howe Islander Ferry Fees and Fares Schedule.

Background

The County of Frontenac establishes its fees and fares schedule for the Frontenac-Howe Islander Ferry operation annually. The ferry links the west end of Howe Island with the mainland at Kingston.

The County has in past discussions indicated that the operation of the ferry should not be a financial burden to the County. The current agreement has the Ministry of Transportation covering 80% of the cost to operating the ferry, with the remaining 20% municipal share coming from Howe Island. Within this framework, there are a number of ways to realize the municipal funding required to operate the ferry through different fee and fare scenarios.

The agreement between the County of Frontenac and the Ministry of Transportation allows for a ferry revenue reserve to be maintained up to 5% of the current operating expenditures.

A structure for fees and fares was instated beginning in 2005 which standardized the rates charged for both the Township Ferry and the Frontenac-Howe Islander Ferry and created a common revenue account.

Comment

Consistent with previous years, the 2024 pass is proposed to provide access to both the County and the Township ferries and the common fee structure for the Township and the County ferries is proposed to continue.

2024 Fees and Fares

Staff propose that fees should only be collected when vehicles are coming on to Howe Island from either ferry.

The County and the Township will continue to make available temporary passes to provide for short term requirements, which can be arranged at the Frontenac-Howe Islander Ferry office or the Township of Frontenac Islands’ municipal office on Howe Island.

It is proposed that the following changes to the prices of the annual passes or tickets occur in 2024. The fee structure in place is projected to satisfy Howe Island’s revenue requirements to offset their share of operating expenses.

The 2024 fees are as follows:

Fee Type	2023	2024
Annual pass for a single vehicle	\$275.00	\$300.00
**One additional annual pass for a single vehicle in same name	\$80.00	\$100.00
*Discounted annual pass for a single vehicle (65+)	\$248.50	\$270.00
Discounted additional annual pass for a single vehicle in the same name (65+)	\$73.00	\$90.00
Trailer pass (Island resident who has purchased a vehicle pass)	\$275.00	\$300.00
Two-way trip for a single vehicle	\$8.00	\$8.00
Two-way trip for single vehicle with trailer in tow	\$17.00	\$17.00
Additional charges for annual pass holder with trailer in tow	\$8.00	\$8.00
Two-way trip for any heavy vehicle	\$17.00	\$17.00
Replacement fee per annual pass (Charged for every replacement)	\$25.00	\$25.00
Book of 10 discounted tickets per pass holder (Friends and Family)	\$60.00	
Cyclist	\$2.00	\$2.00

Definitions

Single Vehicle

Single vehicle will include a car, motorcycle, van, SUV, or pickup truck.

Heavy Vehicle

Any vehicle greater than 6,000 kgs and/or 7 metres (23 feet).

* These discounted fees apply to applicants who can show documentation indicating they are 65 years of age or older during 2024.

** A second pass for \$100.00 will only be available if the second vehicle involved is registered to:

- The same individual who purchased the first full-price 2024 annual pass;
- An individual who is married to or is in a common-law relationship with the full-price 2024 annual pass purchaser;
- The dependent child of a full-price 2024 annual pass purchaser or the full-price pass purchaser's married or common-law spouse who is under the age of 18;
- The dependent child of a full-price 2024 annual pass purchaser or the full-price pass purchaser's married or common-law spouse who is over the age of 18, only if the dependent child has both the same permanent address as the full-price 2024 annual pass purchaser and is attending school full-time.

Documentation must be provided that satisfies the staff person issuing the passes. A third pass at a reduced rate is not available.

- Township of Frontenac Islands vehicles and vehicles which, through previous notification, the Township of Frontenac Islands identifies as undertaking Township business are exempted.

A memorandum of understanding addressing the details of this arrangement has been executed to address the sharing of revenues between the County and the Township.

The Council of the Township of Frontenac Islands will be considering this schedule of fees and fares at its meeting on the evening of November 14, 2023. Should the Council of the Township of Frontenac Islands reject the schedule of fees and fares, staff will advise County Council during the November 15th Council meeting and provide an updated report and recommendation in December to align with the Township schedule of fees and fares.

Financial Implications

Under its agreement with the Ministry of Transportation, the County can reserve up to 5% of operating expense in a reserve to mitigate ferry revenue fluctuations. As of the end of 2022, the County held a reserve balance of \$18,604. The proposed fee structure in this report is projected to be sufficient to meet Howe Island's revenue needs to cover its portion of operating expenses for 2024.

Organizations, Departments and Individuals Consulted and/or Affected

T. Gilmour, CAO, Township of Frontenac Islands

S. Kerr, Deputy Treasurer, Township of Frontenac Islands



Report 2023-120

Council Recommend Report

To: Warden and Council of the County of Frontenac
From: Kelly Pender, Chief Administrative Officer
Prepared by: Richard Allen, Manager of Economic Development
Date of meeting: November 15, 2023
Re: **K&P Trail – Request for use of Canada Community Building Fund for remediation of K&P Trail north of Clarendon Station**

Recommendation

Be It Resolved That up to \$12,000 of the Canada Community Building Fund be allocated to assist with repairs to the K&P Trail between Clarendon Station and Robertsville Road.

Background

As of June 29, 2021, the Federal Gas Tax fund has been renamed the Canada Community-Building Fund (CCBF). The County is bound by the terms and conditions of the Federal Gas Tax Agreement with the Association of Municipalities of Ontario (AMO).

Since 2015, the regular allocation of the Federal Gas Tax (Canada Community-Building Fund) has been distributed to the townships at the direction of County Council. In 2019, the County received two one-time doublings of the Canada Community-Building Fund Allocation, some of which was set aside for the next phase of development for the K&P Trail in North Frontenac ([Report 2019-089](#)).

Often, staff can leverage these funds to secure grants to increase the capacity for development. Approximately 50% of K&P Trail development has been funded by the Gas Tax/CCBF, and often these funds were matched to some of the other funding sources listed below to maximize funding potential. One example of this matching is that in 2020, the County made a successful grant application to the Rural Economic Development Program and leveraged 2019 gas tax funds allocated for K&P Trail development ([Report 2020-005](#)).

Since 2021, the County has opened negotiations with property owners in the Township of North Frontenac to acquire the former K&P Railway right-of-way, with the stated goal of completing development of the K&P Trail to the North. The acquisition process continues for several parcels of interest, however the County of Frontenac now controls the section of the former right of way between Clarendon Station and Robertsville Road.

Each year the County enters into Land Use Permission agreements for local snowmobile clubs to maintain and groom the K&P Trail in the winter for use by snowmobiles. The Snow Road Snowmobile Club is the active club in the Clarendon and Robertsville area. The executive of this club has approached the County seeking support for immediate repairs to the former railbed and future recreational trail between Clarendon Station and Robertsville (See map in Appendix A).

Comments

The section of former K&P railway between Clarendon and Robertsville travels through low-lying areas and has suffered from significant washouts over the past few years.

While the County has not yet operated this section as a recreational trail, the snowmobiling community has used it for many years through agreements with the previous landowners. The Snow Road Snowmobile Club has determined that it would be difficult to groom and maintain this section of the K&P in the upcoming winter and has requested County support for the purchase and placement of aggregate to rebuild the base in the sections that have washed out. The club would like to complete this work as soon as possible in 2023.

The Snow Road Snowmobile Club and the Ottawa Valley ATV Club have committed to provided 50% of the funds for the aggregate. This will not result in a “finished trail” but will support future work when the County undertakes development efforts north of Clarendon Station. Robinson Excavating has provided a quote of \$10,000 - \$20,000 to place and distribute the aggregate. The exact amount of aggregate required is not known, which is why a cost range has been provided. The County’s contribution is expected to be less than \$10,000 but staff are seeking \$12,000 to cover any contingency costs.

The K&P Trail operational budget is fully expended for 2023 but given the improvements to the trail base to support future development, staff recommend that a maximum of \$12,000 in capital funds from the Canada Community-Building Reserve directed to support this work.

Financial Implications

The K&P Trail operational budget is fully expended for 2023 but given the improvements to the trail base to support future development, staff recommend that a maximum of \$12,000 in capital funds from the Canada Community-Building Reserve directed to support this work.

There is approximately \$1 million in the Canada Community Building Fund (CCBF) (formerly the Federal Gas Tax) that has been earmarked for trail development from Clarendon Station to Lanark County.

Organizations, Departments and Individuals Consulted and/or Affected

Alex Lemieux, Treasurer
Snow Road Snowmobile Club
Ottawa Valley ATV Club



Report 2023-121

Information Report to Council

To: Warden and Members of County Council
From: Kelly Pender, Chief Administrative Officer
Prepared by: Jannette Amini, Manager of Legislative Services/Clerk
Date of meeting: November 15, 2023

Re: Corporate Services – Support of the EOWC ‘7 in 7’ Regional Housing Plan

Recommendation

Be It Resolved That the County of Frontenac approve a contribution of \$36,000 required for the EOWC Regional Housing Plan (7 in 7+) deliverables to March 31, 2024.

Background

The Eastern Ontario Warden Caucus' (EOWC) presented its affordable housing plan, 7 in 7 Regional Housing Plan at a Joint Council meeting of the Frontenac municipalities on April 12, 2023, noting that there are approximately 12,000 to 14,000 community housing units needed to clear the municipal wait lists across the region, with the average wait time for community housing being almost 5 years across all unit types and as high as 10 years for some units.

Each EOWC member was asked to provide potential projects for the 7 in 7 Regional Housing project, with the projects in Verona and Sharbot Lake being submitted to the consultant working on the Business Case for the project. A draft Business Case was to be reviewed by the Wardens in early summer of 2023.

As a result, at its regular meeting held April 19, 2023, Council passed the following resolution, being Recommend Reports from the Chief Administrative Officer, clause a):

Therefore Be It Resolved That the Council of the Corporation of the County of Frontenac is committed to fulfilling the goals of the EOWC '7 in 7' Regional Housing Plan;

And Further That Council urges all orders of government, private, and non-profit partners to fill the housing gap by collaborating, innovating and investing in filling the rural housing gap; and

And Further That a copy of this resolution be forwarded to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; The Honourable Provincial Minister of Municipal Affairs and Housing; The Honourable Provincial Associate Minister of Housing; The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), The Rural Ontario Municipal Association (ROMA); and The Eastern Ontario Wardens' Caucus (EOWC).

Carried

Comment

The Eastern Ontario Regional Network (EORN) team has completed a financial forecast of required funding to complete a proper integrated business plan for the 7 in 7+ plan. This forecast has been built from the work completed in a July 2023 planning session to map out the next required steps to build the 7 in 7+ plan and business integration plan.

Currently its projected budget requirements would be \$285,000 to deliver a business plan and implementation strategy that will support the EOWC's goals of the 7 in 7+. As a comparable, the EORN team reviewed the original broadband pre-project costs and established that in 2009/2010 a capital contribution of \$425,000 (excluding legal fees of about \$422,000) was required to secure funding for the project. Taking inflation into account for this costing, today that would be about \$550,000 for pre-project costs.

Based on current funding models through FCM and CHMC, EORN has found it difficult to find a funding partner who is willing to fund a regional approach to housing; however is confident that it would be able to secure \$50,000 from the Canadian Housing Transformation Centre, and with support from the LTM as a funding lead to meet many funding requirements, is confident it could find about \$150,000 in funding for project pilots, policy research, green building, skills development funding and start-up costs.

It recommended that the Eastern Ontario Wardens' Caucus (EOWC) approve the total \$36,000 contribution per member required for the EOWC Regional Housing Plan (7 in 7+) deliverables to March 31, 2024 as presented by EORN.

A copy of EORN's report to the EOWC is attached to this report as Appendix A.

Strategic Priorities Implications

Priority 2:

Contribute to the Progress of Sustainable Economic Growth and Prosperity Throughout the County

- Support different forms of housing such as small apartments, affordable houses, and seniors housing.

Priority 3:

Strengthen Quality of Life through Enhanced Service Delivery

- Focus on Social Services and Housing
 - Advocate for additional funding and resources from provincial and federal governments for social services and affordable housing.
 - Invest additional resources in the availability of affordable housing and related services.

Financial Implications

The contribution required of the EOWC to support this initiative is \$36,000.

Direction on how to fund this contribution will come from the adoption of the 2024 budget. The draft recommendation is to split the cost between the 2024 levy and the stabilization reserve, with \$10,000 coming from the stabilization reserve and the remaining \$26,000 on the 2024 levy.

Organizations, Departments and Individuals Consulted and/or Affected

Alex Lemieux, Director of Corporate Services/Treasurer
Joe Gallivan, Director of Planning and Economic Development



October 12, 2023

To: EOWC Members
From: EORN Staff
Subject: **7 in 7+ Regional Housing Plan Budget Requirements**

Recommendation:

“That the Eastern Ontario Wardens' Caucus (EOWC) approve the total \$36,000 contribution per member required for the EOWC Regional Housing Plan (7 in 7+) deliverables to March 31, 2024 as presented by EORN.”

Issue

The Eastern Ontario Regional Network (EORN) team has completed a financial forecast of required funding to complete a proper integrated business plan for the 7 in 7+ plan. This forecast has been built from the work completed in a July, 2023 work planning session to map out the next required steps to build the 7 in 7+ plan and business integration plan.

Based on the required financial support being higher than originally provided and possibly higher than projected, EORN felt it was important to preview the budget requirement and look for direction from the EOWC to ensure that the 7 in 7+ plan would still be viable by this team and the elected officials.

Currently our projected budget requirements would be \$285,000 to deliver a business plan and implementation strategy that will support the EOWC's goals of the 7 in 7+. As a comparable, the EORN team reviewed the original broadband pre-project costs and established that in 2009/2010 a capital contribution of ~\$425,000 (excluding legal fees of

about \$422,000) was required to secure funding for the project. If we were to take inflation into account for this costing, today that would be ~\$550,000 for pre-project costs.

Analysis

EOWC EORN Contract Amendment Number One
Cost Estimate for Statement of Work

Contract period	Jul-23											Total	Comments	
	Jul-13	Jul-31	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24				
Budget														
Project manager	1,540	6,160	12,320	12,320	12,320	12,320	12,320	12,320	12,320	12,320	12,320	106,260	EORN project manager	
EORN support	770	1,155	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	20,405	Various EORN team members	
Contracted services	3,512	2,772	12,927	11,449	24,249	9,574	6,374	6,374	6,374	6,374	6,374	89,979	Various external consultants	
Professional fees	-	-	-	-	-	-	-	-	-	-	5,000	5,000	Legal and audit	
Consultation sessions	-	1,150	-	3,000	3,000	3,000	1,000	-	-	-	-	11,150	Estimate for in-person sessions with various stakeholder groups	
Travel and meals	-	397	2,041	2,000	2,000	2,000	1,000	2,000	1,000	1,000	1,000	13,438	Estimate	
Data analytics/licensing	-	-	-	5,000	-	-	-	5,000	-	-	-	10,000	Estimate	
Other	-	-	-	-	-	-	2,500	-	-	-	-	2,500	Estimate for marketing, printing, etc.	
Sub-total	5,822	11,634	29,598	36,079	43,879	29,204	25,504	28,004	22,004	27,004	27,004	258,732		
Non-refundable HST	-	-	-	-	-	-	-	-	-	-	-	-	Based on EORN HST status 3.94%	
Sub-total	5,822	11,634	29,598	36,079	43,879	29,204	25,504	28,004	22,004	27,004	27,004	258,732		
EORN administration fee 10%	-	1,163	2,960	3,608	4,388	2,920	2,550	2,800	2,200	2,700	2,700	25,289	Reduced from 15% to 10%	
Total	5,822	12,797	32,558	39,687	48,267	32,124	28,054	30,804	24,204	29,704	29,704	284,021		
Cumulative total	5,822	18,619	51,177	90,864	139,131	171,255	199,309	230,113	254,317	284,021	284,021			
EOWC funding balance under (over)	75,827	70,005	57,208	24,650	(15,037)	(63,304)	(95,428)	(123,482)	(154,286)	(178,490)	(208,194)			

Financial Impact

Based on current funding models through FCM and CHMC, we have found it difficult to find a funding partner who is willing to fund a regional approach to housing. We are confident that we will be able to secure \$50,000 from the Canadian Housing Transformation Centre, and with support from the LTM as a funding lead to meet many funding requirements, we feel confident we could find ~\$150,000 in funding for project pilots, policy research, green building, skills development funding and start-up costs.

Project budget:

The EOWC was provided with \$113,000 in funding to support EORN and KWM Consulting in completing a feasibility study and business case. Based on this funding model from March 9, 2023 to June 30, 2023 about \$37,173 (includes \$15,247 committed to KWM Consulting) was spent against the original allocation leaving \$75,827 to continue to move the project forward.

Amount spent/invoiced to date:

As of the end of August, 2023, it is estimated that \$51,177 will have been spent to support the 7 in 7+ plan.

Attachments (if applicable)

See attached document:

- EOWC Housing Project- Initial Work Plan
- EOWC EORN Affordable Housing Funding Opportunity
- EOWC Contract amendment number one



Report 2023-122

Recommend Report to Council

To: Warden and Council Members of the County of Frontenac
From: Kelly J. Pender, Chief Administrative Officer
Prepared by: Alex Lemieux, Director of Corporate Services/ Treasurer
Date of meeting: November 15, 2024
Re: Corporate Services - 2024 Draft Budget Revision

Recommendation

Resolved That the Council of the County of Frontenac receive the Corporate Services - 2024 Draft Budget Revision Report,

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

And Finally That the Council of the County of Frontenac pass a by-law later in the meeting approving the 2024 Budget.

Background

The Committee of the Whole considered the budget during meetings on October 24th and October 25th, 2023. The adjustments below reflect the changes in direction provided by the Committee of the Whole following the meeting.

Comment

This report brings to Council's attention, the directed budget amendments and information received after budget deliberations and the budget implications.

Financial Implications

After adjusting for the proposed phase-ins and updated expense figures provided by our service delivery providers, the proposed levy increase for the County for 2024 has been reduced from the 3.77% presented in the 2024 draft budget to 2.99%. These proposed adjustments would bring the total County Levy for 2024 to \$12,828,356.

To maintain the service delivery as recommended by the Committee of the Whole at the budget deliberations, the following adjustments are proposed:

- **Remove Project Proposal for added Community Development Officer –** Committee of the Whole did not vote in the project proposal to add an additional Community Development Officer in 2024. This results in a \$116,975 reduction in operating costs and for the levy in 2024 compared to the draft budget presented to the Committee of the Whole.
- **Remove Project Proposal for CIRA Internet Testing -** Committee of the Whole did not vote in the project proposal to pay \$5,000 per year associated with internet performance testing and reporting. The cost would have been offset by a contribution from the Community Development Reserve, which has also been removed from the revenue line. Removal of the project provided no net impact to the County Levy.
- **Changes in costs for shared services with the City –** Updated guidance on the costs for Social Services, Social Housing, and Provincial Offences was provided by the City of Kingston following the budget meeting. The City of Kingston will be bringing its budget to its Council in January 2024, so the figures presented are still draft figures. As a reminder, these services are governed under the Local Services Realignment agreement with the City of Kingston, and the County will pay its share of the actual costs to manage those services based on the terms of the agreement. The changes in projected costs are summarized below:

Service	2024 Draft Budget	Updated 2024 Draft Budget	Difference (\$)	Difference (% Levy)
Children's Services/Ontario Works	1,205,840	1,243,565	37,725	0.30%
Social Housing	850,387	793,668	(56,719)	-0.46%
Provincial Offences Net Revenue	(81,298)	(68,372)	12,926	0.10%
Total Requisition	1,974,929	1,968,861	(6,068)	-0.05%

- **Add \$36,000 for increase in EOWC Levy –** Outlined in report 2023-121, the Eastern Ontario Wardens Caucus passed a recommendation whereby each constituent County would contribute \$36,000 to its 7 in 7+ Housing Plan. Staff are recommending that the contribution for this initiative be funded for \$10,000 from the stabilization reserve, with the remaining \$26,000 funded from the tax levy in 2024.
- **Add \$500 External Transfer to Food Policy Council**

Organizations, Departments and Individuals Consulted and/or Affected



Report 2023-123

Information Report to Council

To: Warden and Council of the County of Frontenac
From: Kelly Pender, Chief Administrative Officer
Prepared by: Jannette Amini, Manager of Legislative Services/Clerk
Date of meeting: October 18, 2023
**Re: Corporate Services – Rural and Southern Frontenac Community Services
Quarterly Transportation Report**

Recommendation

This report is for information purposes only.

Background

In 2010, the County of Frontenac provided \$80,000 to FTS to support drives totaling over 500,000 kms. In 2011, FTS sought County of Frontenac support in the amount of \$86,000. In 2014, this was increased by an additional \$10,000 to \$96,000 to support senior transportation services in the County. The grant was in support of the prior Council's strategic priority namely:

“Addressing the existing gap in Seniors Affordable Housing stock by leveraging and/or funding the construction of a project in each of the four Frontenac townships – to be accomplished by the end of the 2015-18 term of Council.”

In prior years, the entire grant was provided to Frontenac Transportation Services (FTS) who in turn supported transportation services provided by SFCS; however in 2019, the grant was split between the two organizations, with both services now reporting to Council.

It was identified that given this grant was and continues to be supported annually by County Council, there was a need to standardize reporting for Council to be able to evaluate performance against stated objectives. As a result, at its regular meeting held October 16, 2019, Council passed the following resolution, being Recommend Reports from the Chief Administrative Officer, clause f):

f) **2019-121**
Office of the Chief Administrative Officer
Transportation Services – Reporting Document

Motion #: 179-19 Moved By: Councillor Martin

Seconded By: Councillor Higgs

Be It Resolved That the Council of the County of Frontenac receive for information the Office of the Chief Administrative Officer – Transportation Services – Reporting Document report;

And Further That County Council approve the Transportation Reporting Document, to be used by Southern Frontenac Community Services and Rural Frontenac Community Services when submitting quarterly reports on the use of the County grant funding in support of their respective Transportation Services.

Carried

The standard reporting form compiled quarterly by each agency is to submitted within 15 days of the end of each quarter.

Comments

The purpose of this report is to provide County Council with the Q3 reports of Rural and Southern Frontenac Community Services, which are attached to this report as Appendices A and B respectively.

These reports were provided to Council previously through its weekly distribution package, however a quarterly report to Council provides better transparency and accountability on how County funds are being utilized.

Strategic Priorities Implications

Priority 1 Develop a Regional Approach to Overcome Infrastructure Issues and Maximize Infrastructure Development Opportunities

1.2 Develop strategies to improve regional transportation connectivity and accessibility.

Priority 4 Maximize Administrative Leadership within the County Administration

4.1 Ensure efficient and responsible financial management of County resources.

4.2 Ensure transparency and accountability of the governance of the County of Frontenac.

Financial Implications

There are no financial implications associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected

Nicki Gowdy, Rural Frontenac Community Services
Heather Rogers, Southern Frontenac Community Services
Alex Lemieux, Director of Corporate Services/Treasurer

Information Report to Council

Corporate Services – Rural and Southern Frontenac Community Services Quarterly Transportation Report
October 18, 2023

Page 2 of 2



Rural Frontenac Community Services

Transportation
Reporting - 2023

9-Nov-23

DATA Reporting

CFCS Funding County Funding (Annual)

\$ 48,000

Indicates ->

Input Cells

Row #		Q1	Q2	Q3	Q4	Total	Comment
Base Information							
1	# of Drives	2,020	2,074	2,100		6,194	All Drives Provided by the Agency
2	# of KMs Driven	121,069	127,735	125,499		374,303	All Drives Provided by the Agency
3	# of Clients Driven	109	117	116			# of unique clients each quarter
4	# of New Clients		14.0%	13.0%			
5	# of Seniors Driven	43	46	46			# of unique seniors clients each quarter
6	Total # Subsidized	43	46	46			# of unique subsidized clients each quarter
7	% Subsidized	39%	39%	40%			
9	Total Fees Charged for Rides	71,546	75,149	72,281		218,976	
10	\$ Paid to Drivers	58,866	61,897	60,638		181,400	
11	# of Drivers	27	29	23			# of unique volunteers each quarter
12	# of New Drivers	3	2	0			# of new drivers each quarter
Ride Type							
14	Appointments non medical	14	2	14		30	
15	Employment	8	14	20		42	
16	Groups/Programs/Classes	88	62	126		276	
17	Hospital appointments/treatments	378	375	418		1,171	
18	Medical Appointment	954	978	964		2,896	
19	Miscellaneous	40	25	6		71	miscellaneous is being captured in other ride type
20	School/Daycare	2	36	0		38	
21	Shopping/Errands	152	130	164		446	
22	Social Visits/Events	22	24	22		68	
23	Deliveries of food/pharmacy/other	567	541	591		1,699	
24	Delivery of Meals On Wheels	1,844	2,191	2,209		6,244	
		4,069	4,378	4,534	0	12,981	

Row #		Q1	Q2	Q3	Q4	Total	Comment
Revenue Summary							
26	County of Frontenac Grant	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 48,000	County Grant
27	Client Fees Collected for Rides	\$ 42,456	\$ 48,348	\$ 37,669		\$ 128,473	
29	Seniors transportation subsidy from Ont Health	\$ 20,967	\$ 20,442	\$ 24,448		\$ 65,857	
30	Meals on Wheels Delivery Cost Recovery	\$ 6,897	\$ 7,794	\$ 7,966		\$ 22,657	
31	Other					\$ -	
32	Revenue Total	\$ 83,663	\$ 88,585	\$ 82,083	\$ 12,000	\$ 266,330	0

Expense Summary

33	Salaries, Wages & Benefits (SWB)	\$ 12,344	\$ 13,745	\$ 14,377		\$ 40,466	
34	Mileage Paid to Volunteers Drivers	\$ 50,239	\$ 65,621	\$ 60,433		\$ 176,293	
35	Allocation of Overhead	\$ 13,591	\$ 8,006	\$ 5,126		\$ 26,723	Q1 includes annual insurance and a replacement computer
36	Advertising	\$ 403	\$ 1,662	\$ 203		\$ 2,268	
37	Subsidized Rides	\$ 2,568	\$ 2,464	\$ 2,097		\$ 7,130	
38	Bad Debt	\$ 165				\$ 165	
	Expenditure Total	\$ 79,310	\$ 91,498	\$ 82,236	\$ -	\$ 253,045	

Net (Cost) or Profit

\$4,353 \$2,914 \$153 \$12,000 \$13,286

Attestation:

I, Nicki Gowdy FTS Supervisor, hereby attest the above submission is a true representation of Frontenac Transportation Services during the reporting period. I understand the information is subject to audit by the County of Frontenac.

June 20 2023

Date

Nicki Gowdy

Signature

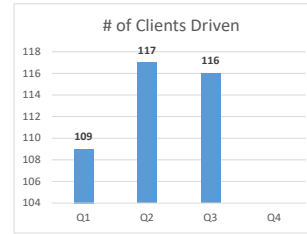
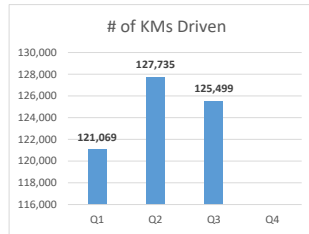
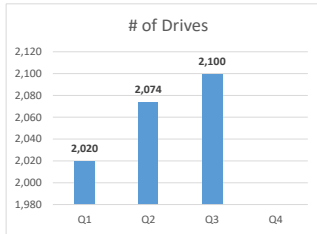


Rural Frontenac Community Services

Transportation
Reporting - 2023

9-Nov-23

GRAPHS (To Date)



Southern Frontenac Community Services

Transportation Reporting - 2019

9-Nov-23

DATA Reporting

CFCS Funding County Funding (Annual)

\$ 48,000

Note: Working Password = Transportation
Indicates -> Input Cells

Row #		Q1	Q2	Q3	Q4	Total	Comment
Base Information							
1	# of Drives	1,177	1,184	1,290		3,651	All Drives Provided by the Agency
2	# of KMs Driven	50,601	50,993	47,646		149,239	All Drives Provided by the Agency
3	# of Unique Clients	121	118	117		356	Cumulative Total
4	% of Seniors	87.6%	92.0%	89.0%			
5	# of Unique Seniors	106	109	104	0	319	Row 3 x Row 4
6	Total # Subsidized	16	13	12		41	
7	% Subsidized	13.2%	11.0%	10.3%	0.0%	11.5%	Row 3/Row 6
8	# of KMs Driven/Client	418	432	407	0	419	Row 2/Row 3
9	\$'s/KM Charged to Client	8,164	8,361	8,488		25,013	
10	\$'s/KM Paid to Drivers	17,442	14,975	16,897		49,314	
11	# of Drivers	39	42	39		120	
12							
Destination Information							
14	Hospital	0	0	36		36	
15	GSAC Programs	0	26	36		62	
16	Adult Day Programs	356	354	440		1,150	
17	Medical	385	393	346		1,124	Q1,2 included hospital. Q3 broken out.
18	Shopping	69	65	69		203	
19	Miscellaneous	96	67	69		232	Social
20	Meals on Wheels Routes	271	258	256		785	
21	Diners/SALT		21	38		59	
22							
23	Total	1,177	1,184	1,290	0	3,651	
24	Check	Good	Good	Good	Good	Good	Good if Row 1 - Row 23 = 0, Otherwise ERR

Southern Frontenac Community Services

Transportation Reporting - 2019

9-Nov-23

Row #		Q1	Q2	Q3	Q4	Total	Comment
Revenue Summary							
25	County of Frontenac Grant	12,000	12,000	12,000	12,000	48,000	County Grant/4
26	Total Fees Collected	8,905	8,362	8,488		25,755	
27	Subsidy from LHIN	10,001	14,994	14,993		39,988	
28	Subsidy from 3rd Party		2,426	1,939		4,365	Bingo
29						0	
30						0	
31	Revenue Total	30,906	37,782	37,420	12,000	118,108	
						0	
Expense Summary							
32	Salaries, Wages & Benefits (SWB)	19,160	18,511	17,776		55,447	Insert Salary Allocated to the Program
33	Paid to Volunteers	17,442	17,401	16,704		51,547	All Expenses Paid to Volunteers
34	Allocation of Overhead	474	340	698		1,512	In Accordance with Your Budget Policy
35	Advertising	125	92	306		523	
36	Bad Debts Written Off			37		37	
37						0	
38	Expenditure Total	37,201	36,344	35,521	0	109,066	
39							
40							
41	Net (Cost) or Profit	\$6,295	\$1,438	\$1,899	\$12,000	\$9,042	Row 31 - Row 38

Attestation:

I, _____, representing Southern Frontenac Community Services (SFCS), hereby attest the above submission is a true representation of the transportation services provided by SFCS during the reporting period. I understand the information is subject to audit by the County of Frontenac.

Date

Signature

Southern Frontenac Community Services

Transportation Reporting - 2019

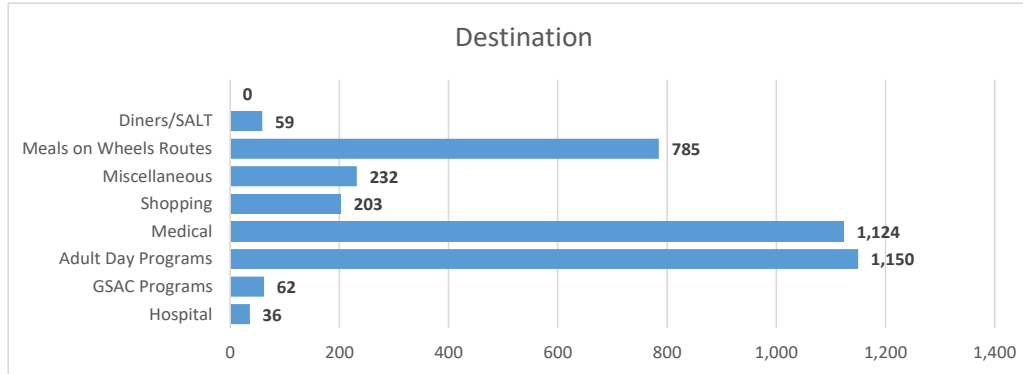
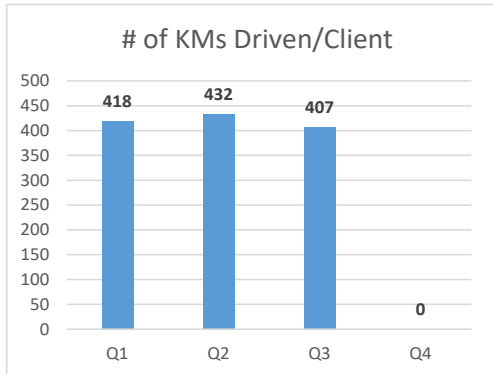
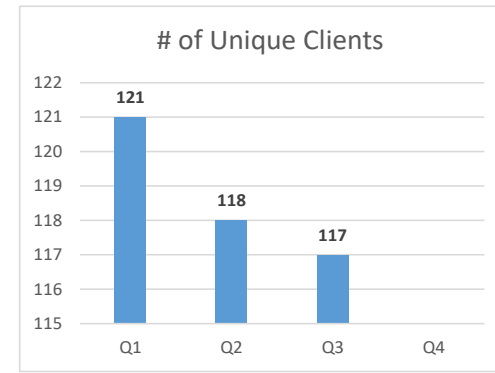
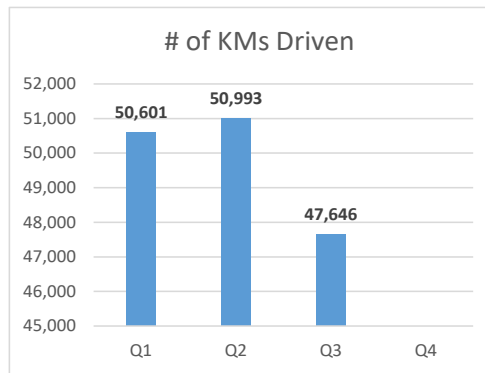
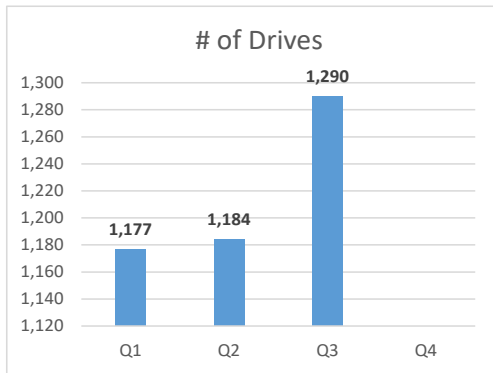
9-Nov-23

Southern Frontenac Community Services

Transportation Reporting - 2019

9-Nov-23

GRAPHS (To Date)



Southern Frontenac Community Services

Transportation Reporting - 2019

9-Nov-23

By-Law No. 2023-047

of

The Corporation of the County of Frontenac

being a by-law to establish a fees and fares schedule for the Frontenac-Howe Islander Ferry operation for the year 2024

Whereas Section 391 of the *Municipal Act, 2001, S.O. 2001, c.25, as amended* authorizes a municipality to impose fees or charges on persons:

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- (c) for the use of its property including property under its control.

And Whereas the Corporation of the County of Frontenac operates a ferry to and from Howe Island known as the Frontenac-Howe Islander Ferry;

And Whereas the Council of the County of Frontenac deems it expedient to adopt the following fees and fares in relation to the Frontenac-Howe Islander Ferry operation for the year 2024;

Now Therefore Be It Resolved That the Council of the County of Frontenac hereby adopts the following fees and fares structure in relation to the Frontenac-Howe Islander Ferry operation for the year 2024:

1. The 2024 pass shall provide access to both the County and Township operated ferries.
2. A common fee structure shall apply for both the County and Township operated ferries.
4. Fees shall only be collected when vehicles are coming onto Howe Island from either the County or Township operated ferry.
5. The County and the Township will continue to make available temporary passes to provide for short term requirements, which can be arranged at the Frontenac-Howe Islander Ferry office or the Township of Frontenac Islands' municipal office on Howe Island.
6. The discounted tickets to provide to visiting friends and family will be continued in 2024. One book of 10 tickets will be sold per pass holder for a price of \$60.00 to accommodate this requirement.

7. The 2024 fees are as follows:

Fee Type	2024
Annual pass for a single vehicle	\$300.00
**One additional annual pass for a single vehicle in same name	\$100.00
*Discounted annual pass for a single vehicle (65+)	\$270.00
Discounted additional annual pass for a single vehicle in the same name (65+)	\$90.00
Trailer pass (Island resident who has purchased a vehicle pass)	\$300.00
Two way trip for a single vehicle	\$8.00
Two way trip for single vehicle with trailer in tow	\$17.00
Additional charges for annual pass holder with trailer in tow	\$8.00
Two way trip for any heavy vehicle	\$17.00
Replacement fee per annual pass (Charged for every replacement)	\$25.00
Book of 10 discounted tickets per pass holder (Friends and Family)	\$60.00
Cyclist	\$2.00

Definitions

Single Vehicle

Single vehicle will include a car, motorcycle, van, SUV, or pickup truck.

Heavy Vehicle

Any vehicle greater than 6,000 kgs and/or 7 metres (23 feet).

- * These discounted fees apply to applicants who can show documentation indicating they are 65 years of age or older during 2024.
- ** A second pass for \$100.00 will only be available if the second vehicle involved is registered to:
 - The same individual who purchased the first full-price 2024 annual pass;
 - An individual who is married to or is in a common-law relationship with the full-price 2024 annual pass purchaser;
 - The dependent child of a full-price 2024 annual pass purchaser or the full-price pass purchaser's married or common-law spouse who is under the age of 18;
 - The dependent child of a full-price 2024 annual pass purchaser or the full-price pass purchaser's married or common-law spouse who is over the age of 18, only if the dependent child has both the same permanent address as the full-price 2024 annual pass purchaser and is attending school full-time.

Documentation must be provided that satisfies the staff person issuing the passes. A third pass at a reduced rate is not available.

Township of Frontenac Islands vehicles and vehicles which, through previous notification, the Township of Frontenac Islands identifies as undertaking Township business are exempted.

8. That By-law 2022-0039 is hereby rescinded.

9. That this by-law shall come into force and take effect on the date of final passing.

Read a first and second time this 15th day of November, 2023.

Read a third time and finally passed this 15th day of November, 2023.

The Corporation of the County of Frontenac

Ron Vandewal, Warden

Jannette Amini, Clerk

By-Law No. 2023-048

Of

The Corporation of the County of Frontenac

being a by-law to adopt the estimates for the sums required during the year 2024 for the purposes of the County of Frontenac.

Whereas pursuant to Section 289 of the *Municipal Act, S.O. 2001, and amendments thereto ('the Municipal Act')*, the County of Frontenac shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the County of Frontenac;

And Whereas it is necessary for the County of Frontenac to raise for the year 2024 certain sums;

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

1. **That** the 2024 budget of the County of Frontenac, which is set out as Schedule A attached hereto and forming part of this by-law \$62,215,346 and estimates for expenditures in the amount of \$62,215,346 be approved and adopted by the Council of the County of Frontenac.
2. **That** this by-law shall come into force and take effect as of the date of final passing.

Read a First and Second Time this 15th day of November, 2023.

Read a Third Time and Finally Passed, Signed and Sealed this 15th day of November, 2023.

The Corporation of the County Of Frontenac

Ron Vandewal, Warden

Jannette Amini, Clerk

By-Law No. 2023-050

of

The Corporation of the County OF Frontenac

being a by-law to confirm all actions and proceedings of County Council on
November 15, 2023

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

Whereas Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto provides that a lower-tier municipality and an upper-tier municipality may pass by-laws respecting matters within the spheres of jurisdiction described in the Table to Subsection 2 subject to certain provisions, and;

Whereas Section 5 of the *Municipal Act, S.O. 2001, c. 25* and amendments thereto provides that a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 shall be exercised by its council and by by-law unless the municipality is specifically authorized to do otherwise; and;

Whereas the Council of the County of Frontenac deems it expedient to confirm its actions and proceedings;

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

1. **That** all actions and proceedings of the Council of the County of Frontenac taken at its regular meeting held on November 15, 2023 be confirmed as actions for which the municipality has the capacity, rights, powers and privileges of a natural person.
2. **That** all actions and proceedings of the Council of the County of Frontenac taken at its regular meeting held on November 15, 2023, be confirmed as being matters within the spheres of jurisdiction described in Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto.
3. **That** all actions and proceedings of the Council of the Corporation of the County of Frontenac taken at its regular meeting held on November 15, 2023 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.

