



Frontenac County Council Meeting
Wednesday, July 17, 2024 – 9:00 a.m.
County of Frontenac Administration Building,
2069 Battersea Road, Glenburnie, ON
Council will resolve into Closed Meeting
and will reconvene as regular Council at 9:30 a.m.
<https://youtube.com/live/0QCuW0DnRDY?feature=share>

Agenda

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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 June 19, 2024
2. Labour relations or employee negotiations - as it relates to the Labour Relations Strategy for Union Negotiations
3. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - as it relates to a Notice of Intent to Arbitrate with a contractor

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

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- a) Minutes of Meeting held June 19, 2024
Resolved That the minutes of the regular Council meeting held June 19, 2024 be adopted.
[Minutes of Meeting held June 19, 2024](#)

Delegations and/or Presentations

Proclamations

- a) **Open Farm Days**
August 16 to September 30, 2024
Whereas the County of Frontenac recognizes the importance of agriculture in the region; and,

Whereas Frontenac County believes a strong agriculture economy is essential for enduring communities, for the health of our residents, and to establish a strong community in support of food security for our citizens as well as our businesses, and organizations; and,

Whereas Frontenac County has a vision of a strong agriculture community that is rooted in the character of Frontenac and its residents: welcoming, natural, healthy, clean, tranquil, entrepreneurial, and rural by choice and conviction; and

Whereas the County of Frontenac is committed to supporting agriculture to grow businesses, attract more visitors and expand the tax base;

Now Therefore Be It Resolved That the Council of the Corporation of the County of Frontenac hereby declares August 16 to September 30, 2024, as Open Farm Days in Frontenac County, and reminds individuals of the importance of this six-week celebration which supports local agriculture and food businesses in our communities

And Further That the County encourages all residents to support local farms and food businesses by participating in this series of events.

Move into Committee of the Whole

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

Briefings

- a) **Mr. Kevin Farrell**, Chief Administrative Officer, will provide Council with his monthly CAO briefing.
[CAO Monthly Report](#)

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Unfinished Business

Consent Reports from the Chief Administrative Officer

All items listed on the Consent Reports from the Chief Administrative Officer shall be the subject of one motion. Any member may ask for any item(s) included in the Consent Reports from the Chief Administrative Officer to be separated from that motion, whereupon the Consent Reports from the Chief Administrative Officer without the separated item(s) shall be put and the separated item(s) shall be considered immediately thereafter.

- a) **That** Council consent to the approval of Reports a) through d) the are considered routine items

Consent Reports

a) **2024-072**
Corporate Services
Approval of a Municipal Tree Canopy Policy
Recommendation:

Be It Resolved That Report 2024-072 Requirement for Municipal Tree Canopy Policy be received;

And Further That the Clerk be directed to bring forward a by-law later in the meeting hereby confirming that the policies set out in the following sections of the County Official Plan shall constitute the policy as required by Section 270(1) 7 of the *Municipal Act*, 2001 the tree protection and enhancement policies:

- a. **Section 2.1.3** establishes the definition of and encourages 'good forestry practices' to ensure a sustainable forestry industry in the County. This typically translates to no clear cutting, establishing mitigation measures, and areas of protection.
- b. **Section 7.1.3** establishes objectives to protect and enhance the natural heritage system. A healthy tree canopy is part of the natural heritage system.
- c. **Section 7.1.4.6** establishes policies for the protection of significant woodlands.
- d. **Section 7.1.4.8** establishes policies for the protection of natural linkages and biodiversity areas.
- e. **Section 7.1.4.10** sets out enabling policies that allow staff to request an environmental impact study to delineate, characterize, analyze, and plan for the protection of natural heritage systems and its components in the development review process.

[Approval of a Municipal Tree Canopy Policy](#)

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- b) **2024-073**
Office of the Chief Administrative Officer
Support for EORN and 2B Developments (Rual Impact),
Localizing Communal Servicing Project CMHC Housing
Supply Challenge

Recommendation:

Be It Resolved That the Council of the County of Frontenac offer its supports for EORN and 2B Developments (Rual Impact), Localizing Communal Servicing Project CMHC Housing Supply Challenge;

And Further That the Chief Administrative Officer, on behalf of the County of Frontenac, be authorized to issue a letter of support.

[Support for EORN and 2B Developments \(Rual Impact\), Localizing Communal Servicing Project CMHC Housing Supply Challenge](#)

[Appendix A - EORN Letter of Support](#)

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- c) **2024-075**
Corporate Services
Canada Community Building Fund Agreement 2024-2033

Recommendation:

Be It Resolved That the Council of the County of Frontenac receive the Corporate Services – Canada Community Building Fund Agreement 2024-2033 report;

And Further That the Council of the County of Frontenac authorize the Warden and Clerk to sign the Municipal Funding Agreement for the Canada Community Building Fund.

[Canada Community Building Fund Agreement 2024-2033](#)
[Appendix A Municipal Funding Agreement on the Canada Community Building Fund](#)

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- d) **2024-076**
K&P Trail
Authorization to Amend Easement Agreement across K&P Trail at 13823 Road 38; located at Lot 10, Concession 1, being Part 11 of Registered Plan 13R21601, Geographic Township of Oso, Township of Central Frontenac

Recommendation:

Be It Resolved That the Council of the County of Frontenac authorize the Warden and Clerk to execute an amending agreement for the easement agreement across K&P Trail at 13823 Road 38; located at Lot 10, Concession 1, being Part 11 of Registered Plan 13R21601, Geographic Township of Oso, Township of Central Frontenac to permit underground utility access across the K&P Trail.

[Authorization to Amend Easement Agreement across K&P Trail at 13823 Road 38; located at Lot 10, Concession 1, being Part 11 of Registered Plan 13R21601, Geographic Township of Oso, Township of Central Frontenac Attachment 2 - Plan13R-21601](#)

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.

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- b) **2024-079**
Fairmount Home
Quarterly Update Activity Report

This report is for information purposes only.

[Quarterly Update Activity Report](#)

- 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

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- a) **Consultant Briefing:** Ms. Nishat Afrin, CEM, CMVP Conservation and Energy Management Lead, Aladaco, will brief the Committee of the Whole with respect to the County of Frontenac Energy Conservation and Demand Management Plan
[See Recommend Reports from the Chief Administrative Officer, clause b)]
[2023 ECDM Consultant Briefing](#)

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- b) **2024-071**
Corporate Services
Approval of the County of Frontenac Energy Conservation and Demand Management Plan

Recommendation:

Be It Resolved That the Council of the County of Frontenac approve the 2024 County of Frontenac Energy Conservation and Demand Management (ECDM) Plan attached to this report as Appendix A.

And Further That Staff bring back a report to Council for future considerations on how the County can implement the recommendations within the ECDM plan

[Approval of the County of Frontenac Energy Conservation and Demand Management Plan](#)

[Appendix A 2024 Energy Conservation and Demand Management Plan](#)

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- c) **2024-074**
Planning and Economic Development
Futures Grant Award and Partnership Agreement with Frontenac Business Services for Operational Review of Medical Clinics in Frontenac County

Recommendation:

Whereas an application was filed with the Frontenac Business Services 20th Anniversary – Futures Grant funding to support the Operational Review of Medical Clinics in Frontenac County.

Be It Resolved That the Warden and the Clerk be authorized to enter into a partnership agreement with Frontenac Business Service for \$5,000, and

Be it Resolved That the Council of the County of Frontenac offer its formal congratulations to Frontenac Business Services on its 20th Anniversary, and

Be It Resolved That up to \$20,000 from the Strategic Project Reserve be authorized to complete the operational review.

[Futures Grant Award and Partnership Agreement with Frontenac Business Services for Operational Review of Medical Clinics in Frontenac County](#)

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- d) **2024-077**
Planning and Economic Development
Update to the Charter for Economic Development

Recommendation:

Be It Resolved That the Council of the County of Frontenac approve and adopt the update to the Charter for Economic Development, attached to this report as Appendix 1

[Update to the Charter for Economic Development](#)

[Attachment 1 - Charter for Economic Development Draft Update - Summary](#)

[Attachment 2 - Explorer Solutions - Update to the Charter for Economic Development 2024](#)

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- e) **2024-078**
Corporate Services
Authorization to enter into an Agreement with the Township of Frontenac Islands for the Removal of Boarding Restrictions and Indemnification of the County of Frontenac for the Howe Island Ferry

Recommendation:

Be It Resolved That the Council of the County of Frontenac authorize the Warden and Clerk to execute an agreement with the Township of Frontenac Islands for the Removal of Boarding Restrictions and Indemnification of the County of Frontenac for the Howe Island Ferry;

And Further That the removal of boarding restrictions take effect commencing Monday, July 22, 2024.

[Authorization to enter into an Agreement with the Township of Frontenac Islands for the Removal of Boarding Restrictions and Indemnification of the County of Frontenac for the Howe Island Ferry](#)

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- f) **2024-080**
K&P Trail
Central Frontenac Request for Trailhead Funding to support the construction of an accessible washroom at the Sharbot Lake Beach

Recommendation:

Be It Resolved That the Council of the County of Frontenac acknowledge the request from the Township of Central Frontenac for Trailhead funding to support the construction of an accessible washroom at the Sharbot Lake Beach;

And Further That staff be directed to develop criteria for establishing trailheads and for considering funding requests for the development of trailheads;

And Further That the draft trailhead criteria and funding mechanisms be reviewed by the Planning and Economic Development Advisory Committee.

[Central Frontenac Request for Trailhead Funding to support the construction of an accessible washroom at the Sharbot Lake Beach 2024-080 Appendix A Correspondence from Central Frontenac requesting County funding for washroom](#)

Information Reports from the Chief Administrative Officer

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

a) **Request for the Provincial Government to Recognize the Physician Shortage in Frontenac County**

Moved by: Deputy Warden Vandewal

Seconded by: Councillor Saunders

Whereas the state of health care in Ontario is in crisis, with 2.3 million Ontarians lacking access to a family doctor, emergency room closures across the province, patients being de-rostered and 40% of family doctors considering retirement over the next five years; and,

Whereas it is becoming increasingly challenging to attract and retain an adequate healthcare workforce throughout the health sector across Ontario; and,

Whereas Ontario municipal governments play an integral role in the health care system through responsibilities in public health, long-term care, paramedicine, and other investments; and,

Whereas the percentage of family physicians practicing comprehensive family medicine has declined from 77 in 2008 to 65 percent in 2022; and,

Whereas per capita health-care spending in Ontario is the lowest of all provinces in Canada, and,

Whereas a robust workforce developed through a provincial, sector-wide health human resources strategy would significantly improve access to health services across the province;

Now Therefore Be It Resolved That the Council of the County of Frontenac urges the Province of Ontario to recognize the physician shortage in Frontenac County and Ontario, to fund health care appropriately and ensure every Ontarian has access to physician care.

Giving Notice of Motion

Communications

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

- a) Eastern Ontario Wardens' Caucus Municipal Infrastructure Policy Paper
[Distributed to Members of County Council June 28, 2024]

- b) From the City of Brantford regarding the Support for the Decision of the Ontario Energy Board to End the Gas Letter
[Distributed to Members of County Council June 28, 2024]
- c) From the EOWC regarding the June 2024 Newsletter Release of Infrastructure Paper and Strategic Plan
[Distributed to Members of County Council June 28, 2024]
- d) From the Municipality of TWEEN regarding a Resolution sustainable funding for OPP costs
[Distributed to Members of County Council June 28, 2024]
- e) From the Town of Cobalt regarding a Resolution on Asset Retirement Obligation
[Distributed to Members of County Council June 28, 2024]
- f) From the Township of North Glengarry regarding a Resolution concerning the impending debt dilemma of rural municipalities
[Distributed to Members of County Council June 28, 2024]
- g) From the City of Pickering regarding a Resolution on Water Testing Services for Private Drinking Water
[Distributed to Members of County Council July 5, 2024]
- h) From the City of St. Catharines regarding a Resolution on the Green Roads Pilot Project
[Distributed to Members of County Council July 5, 2024]
- i) From the County of Northumberland regarding a Resolution concerning Catch and Release Justice
[Distributed to Members of County Council July 5, 2024]
- j) From the County of Northumberland regarding a Resolution on Sustainable Infrastructure Funding for Small Rural Municipalities
[Distributed to Members of County Council July 5, 2024]
- k) From the County of Northumberland regarding a Resolution to Support a Social and Economic Prosperity Review
[Distributed to Members of County Council July 5, 2024]
- l) From the Municipality of Leamington regarding a Resolution for Regulations to Restrict Keeping of Non-native wild animals
[Distributed to Members of County Council July 5, 2024]
- m) From the Town of Kearney regarding a Resolution for the Government to Implement Sustainable Infrastructure
[Distributed to Members of County Council July 5, 2024]
- n) From the Town of Tecumseh regarding a Resolution on Affordability of Water and Wastewater Systems
[Distributed to Members of County Council July 5, 2024]

- o) From the Town of Tecumseh regarding a Resolution for Sustainable Infrastructure Funding for Small Rural Municipalities
[Distributed to Members of County Council July 5, 2024]
- p) From the Township of New Tecumseth regarding a Resolution on the Phasing Out Free Water Testing for Private Wells
[Distributed to Members of County Council July 5, 2024]
- q) From the Township of Otonabee-South Monaghan regarding Regulations for Importation and Safe Use of Lithium-ion Batteries
[Distributed to Members of County Council July 5, 2024]
- r) From AMO requesting support for resolution on Campaign regarding Physician Shortage in Ontario
[Distributed to Members of County Council July 12, 2024]
- s) From the Municipality of East Ferris regarding a Regulations for Importation and Safe Use of Lithium-ion Batteries
[Distributed to Members of County Council July 12, 2024]
- t) From the Town of Petrolia regarding a Resolution to support fee increases for family doctors
[Distributed to Members of County Council July 12, 2024]
- u) From the Township of Terrace Bay regarding a Resolution concerning Sustainable Funding for OPP
[Distributed to Members of County Council July 12, 2024]
- v) Invitation to Open Farm Days 2024
[Distributed to Members of County Council July 12, 2024]

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 b) through g) that have been circulated to all Members of County Council and that by-laws b) through g) be read a first and second time.
- b) Third Reading
Resolved That by-laws a) through g) be read a third time, signed, sealed and finally passed.

By-Laws

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- a) To declare lands Legally Described as Part Lot 12, Concession 2, being Part 1 of Registered Plan 13R22990, Geographic Township of Hinchinbrooke, Township of Central Frontenac, Surplus for the purpose of granting a right-of-way over part of the K&P Trail.

[Proposed By-law No. 2024-018]

[To declare lands Legally Described as Part Lot 12, Concession 2, being Part 1 of Registered Plan 13R22990, Geographic Township of Hinchinbrooke, Township of Central Frontenac, Surplus for the purpose of granting a right-of-way over part of the K&P Trail.](#)

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- b) To Adopt a Policy with Respect to the Manner in which the Corporation of the County of Frontenac will Protect and Enhance the Tree Canopy and Natural Vegetation in the Municipality

[Proposed By-law No. 2024-021]

[To Adopt a Policy with Respect to the Manner in which the Corporation of the County of Frontenac will Protect and Enhance the Tree Canopy and Natural Vegetation in the Municipality](#)

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- c) To authorize the execution of a partnership agreement with Frontenac Business Service for \$5,000

[Proposed By-law No. 2024-022]

[To authorize the execution of a partnership agreement with Frontenac Business Service for \\$5,000](#)

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- d) To Authorize the Warden and Clerk to Execute a Municipal Funding Agreement with the Association of Municipalities of Ontario (AMO) for the Transfer of the Canada Community Building Fund to 2033

[Proposed By-law No. 2024-023]

[To Authorize the Warden and Clerk to Execute a Municipal Funding Agreement with the Association of Municipalities of Ontario \(AMO\) for the Transfer of the Canada Community Building Fund to 2033](#)

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- e) To Authorize the Warden and Clerk to Execute an Agreement with the Township of Frontenac Islands for the Removal of Boarding Restrictions and Indemnification of the County of Frontenac for the Howe Island Ferry

[Proposed By-law No. 2024-024]

[To Authorize the Warden and Clerk to Execute an Agreement with the Township of Frontenac Islands for the Removal of Boarding Restrictions and Indemnification of the County of Frontenac for the Howe Island Ferry](#)

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- f) To Authorize the Warden and Clerk to Execute an Amending Agreement for the easement agreement across K&P Trail at 13823 Road 38; located at Lot 10, Concession 1, being Part 11 of Registered Plan 13R21601, Geographic Township of Oso, Township of Central Frontenac to permit underground utility access across the K&P Trail.

[Proposed By-law No. 2024-025]

[To Authorize the Warden and Clerk to Execute an Amending Agreement for the easement agreement across K&P Trail at 13823 Road 38; located at Lot 10, Concession 1, being Part 11 of Registered Plan 13R21601, Geographic Township of Oso, Township of Central Frontenac to permit underground utility access across the K&P Trail.](#)

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- g) To confirm all actions and proceedings of County Council on July 17, 2024

[Proposed By-law No. 2024-026]

[To confirm all actions and proceedings of County Council on July 17, 2024](#)

Adjournment



FRONTENAC



Minutes of the Regular Meeting of Council June 19, 2024

A regular meeting of the Council of the County of Frontenac was held in the Council Chamber of the County Administration Building, 2069 Battersea Road, Glenburnie, on Wednesday, June 19, 2024, at 9:00 am.

There was a "Closed Meeting" of the Committee of the Whole from 9:00 am to 9:31 am, with regular business commencing at 9:35 am.

Roll Call

Present: Warden Fran Smith, Deputy Warden Ron Vandewal, 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
Susan Brant, Administrator, Fairmount Home
Gale Chevalier, Chief/Director of Emergency & Transportation Services
Rob Dillabough, Manager of Marine Services
Kevin Farrell, Chief Administrative Officer
Joe Gallivan, Director of Planning and Economic Development
Tyler LaLonde, Municipal Climate Intern
Alex Lemieux, Director of Corporate Services/Treasurer
Barb McCulloch, Director of Human Resources
Brieanna McEathron, Deputy Clerk
Matt Mills, Communications Officer

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.

Closed Session

Motion #: 97-24 Moved By: Councillor Greenwood-Speers
Seconded By: Councillor Gowdy

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 May 15, 2024
2. Labour relations or employee negotiations - as it relates to Management/Non-Union Compensation
3. Labour relations or employee negotiations - as it relates to the Collective Agreement with CUPE 2290

Carried

Motion #: 98-24 Moved By: Councillor Saunders
Seconded By: Councillor Leonard

Resolved That Council rise from Committee of the Whole closed session, that By-law 2022-0026 be waived, and that the Warden report.

Carried

Motion #: 99-24 Moved By: Councillor Fowler
Seconded By: Deputy Warden Vandewal

That the Warden and Clerk are hereby authorized to execute a Collective Agreement with the Canadian Union of Public Employees, Local 2290 in accordance with the Arbitration Award dated June 12, 2024.

Carried

Approval of Addendum

Disclosure of Pecuniary Interest and General Nature Thereof

Councillor Gowdy declared a possible pecuniary interest regarding Information Reports from the Chief Administrative Officer clause a) with respect to the Rural and Southern Frontenac Community Services Quarterly Transportation Report as she is an employee of Rural Frontenac Community Services and author of the report.

Adoption of Minutes

a) Minutes of Meeting held May 15, 2024

Motion #: 100-24 Moved By: Councillor Lichty
Seconded By: Councillor Greenwood-Speers

Resolved That the minutes of the regular Council meeting held May 15, 2024 be adopted.

Carried

Delegations and/or Presentations

- a) **Sally McIntyre**, General Manager - Mississippi Valley Conservation Authority, and **David Ellingwood**, General Manager - Cataraqui Region Conservation Authority made a joint presentation to County Council regarding the Conservation Lands Strategy.

Proclamations

**a) National Indigenous Peoples Day
June 21, 2024**

Motion #: 101-24 Moved By: Councillor Gowdy
Seconded By: Councillor Saunders

Whereas, the Constitution of Canada recognizes the existing rights of the Indigenous peoples of Canada; and,

Whereas in the Constitution of Canada includes the **indigenous peoples of Canada**;
and,

Whereas the Indigenous peoples of Canada have made and continue to make valuable contributions to Canadian society and it is considered appropriate that there be, in each year, a day to mark and celebrate these contributions and to recognize the different cultures of the Indigenous peoples of Canada; and,

Whereas many Indigenous peoples celebrate the summer solstice, which has an important symbolism within their cultures;

Therefore Be It Resolved That the Council of the County of Frontenac hereby proclaims June 21, 2024 as “National Indigenous Peoples Day” in Frontenac County.

Carried

Move into Committee of the Whole

Motion #: 102-24 Moved By: Councillor Leonard
Seconded By: Councillor Fowler

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

Carried

Briefings

- a) **Mr. Kevin Farrell**, Chief Administrative Officer, provided Council with his monthly CAO briefing.

Unfinished Business

Consent Reports from the Chief Administrative Officer

Committee of Management of Fairmount Home

Recommend Reports from the Chief Administrative Officer

- a) **Consultant Briefing:** Jane Mizanski, Vice President, Compensation, Gallagher Consulting, briefed the Committee of the Whole with respect to the Gallagher Benefit Services (Canada) Group Inc. Council Compensation Survey and Review.

[See Recommend Reports from the Chief Administrative Officer, clause b)]

- b) **2024-066**
Office of the Chief Administrative Officer
Gallagher Benefit Services (Canada) Group Inc. Council
Compensation Survey and Review

Motion #: 103-24 Moved By: Councillor Lichty
Seconded By: Warden Smith

Be It Resolved That the Council of the County of Frontenac receive the Office of the Chief Administrative Officer – Gallagher Benefit Services (Canada) Group Inc. (Gallagher) 2024 Council Compensation Survey and Review report;

And Further That Council approve the following recommendations contained in the Gallagher report, commencing January 1, 2025, as follows:

1. Continue the current benefits, per diems, conventions and benefits practice;

Carried**Carried****Carried**

Carried

- a) 2024-058
Corporate Services
Rural and Southern Frontenac Community Services Q1-2024
Transportation Report
- b) 2024-063
Corporate Services
2023 Reserve and Reserve Funds
- c) 2024-065
Planning and Economic Development
Summary of Proposed Changes to the Provincial Policy Statement,
Planning Act, and the *Development Charges Act* (Bill 185)

Carried**Carried**

And Further That Council of the County of Frontenac supports the establishment of an intergovernmental working group which would include a member of the Eastern Ontario Wardens Caucus, to develop a plan on how to deal with the impending debt dilemma facing small rural municipalities;

And Further That a copy of this resolution be forwarded to the Right Honourable Justin Trudeau, Prime Minister, the Honourable Sean Fraser, Minister of Housing Infrastructure and Communities, Romy Bowers, President and CEO of Canada Mortgage and Housing Corporation, the Honourable Doug Ford, Premier of Ontario, the Honourable Kinga Surma, Minister of Infrastructure, the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, Scott Reid, MP, Lanark-Frontenac-Kingston, Mark Gerretsen, MP, Kingston and the Islands, John Jordan, MPP, Lanark-Frontenac-Kingston, Ted Hsu, MPP, Kingston and the Islands, AMO, ROMA, EOWC and all municipalities in Ontario.

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 the City of Belleville regarding a Resolution in Support of Family Doctors
[Distributed to Members of County Council May 17, 2024]
- b) From the Municipality of Casselman regarding a Resolution on Regulatory changes under the Conservation Authorities Act
[Distributed to Members of County Council May 17, 2024]
- c) From the Municipality of East Ferris regarding a Resolution against the phasing out free water testing for private wells
[Distributed to Members of County Council May 17, 2024]
- d) From the Municipality of East Ferris regarding a resolution on the implementation of Sustainable Infrastructure Funding
[Distributed to Members of County Council May 17, 2024]
- e) From the Municipality of East Ferris regarding a Resolution to Restrict the Keeping of Non-native (exotic) Wild Animals
[Distributed to Members of County Council May 17, 2024]
- f) From the Town of Bradford West Gwillimbury regarding a Resolution on phasing out of Well-Water Testing by Public Health
[Distributed to Members of County Council May 17, 2024]
- g) From the Town of Gore Bay regarding a Resolution against the phasing out free water testing for private wells
[Distributed to Members of County Council May 17, 2024]
- h) From the Town of Greater Napanee regarding a Resolution on closure of Kingston Public Health lab
[Distributed to Members of County Council May 17, 2024]

- i) From the Township of Alnwick regarding a Resolution concerning MFIPPA Modernization
[Distributed to Members of County Council May 17, 2024]
- j) From the Township of Amaranth regarding a Resolution against the phasing out free water testing for private wells
[Distributed to Members of County Council May 17, 2024]
- k) From the Township of Athens regarding a Resolution on the closure of the Kingston Public Health Laboratory
[Distributed to Members of County Council May 17, 2024]
- l) From the Township of Georgian Bay regarding a Resolution on Infrastructure Small Rural Municipalities
[Distributed to Members of County Council May 17, 2024]
- m) From the Township of Larder Lake regarding a Resolution to Amend the Blue Box Regulations
[Distributed to Members of County Council May 17, 2024]
- n) From the Township of Larder Lake regarding a Resolution to Restrict the Keeping of Non-native (exotic) Wild Animals
[Distributed to Members of County Council May 17, 2024]
- o) From the Town of Cochrane with a resolution that the Province treat all municipalities fairly on Operational Budget Funding
[Distributed to Members of County Council May 31, 2024]
- p) From the Township of Lucan Biddulph regarding a Resolution against the phasing out free water testing for private wells
[Distributed to Members of County Council May 31, 2024]
- q) From the Municipality of Mattawan regarding a Resolution on sustainable infrastructure funding for small rural municipalities
[Distributed to Members of County Council May 31, 2024]
- r) From the Municipality of Mattawan regarding a Resolution restrictions for keeping Exotic Animals
[Distributed to Members of County Council May 31, 2024]
- s) From the Town of Cochrane regarding a Resolution for the Province to Increase Ontario Community Infrastructure Fund
[Distributed to Members of County Council May 31, 2024]
- t) From the Town of Cochrane regarding a Resolution to Return to Combined ROMA and OGRA Conference
[Distributed to Members of County Council May 31, 2024]
- u) From the Township of Georgian Bluffs regarding a Resolution asking the Province to Amend the Blue Box Regulation
[Distributed to Members of County Council May 31, 2024]
- v) From the Township of Lanark Highlands regarding a Resolution concerning sustainable infrastructure funding
[Distributed to Members of County Council May 31, 2024]
- w) From the Township of Lanark Highlands regarding a Resolution to Amend the Blue Box Regulations
[Distributed to County Council May 31, 2024]
- x) From the Town of The Blue Mountains regarding a Resolution on Ridesharing Services
[Distributed to Members of County Council June 7, 2024]

- y) From the Township of Pelee regarding a Resolution on Rural Affordability of Water and Wastewater Systems
[Distributed to Members of County Council June 7, 2024]
- z) From the Township of Pelee regarding a Resolution on Sustainable Infrastructure Funding for Small Rural Municipalities
[Distributed to Members of County Council June 7, 2024]
- aa) From the City of Hamilton regarding a Resolution to declare Hamilton a No Paid Plasma Zone
[Distributed to Members of County Council June 14, 2024]
- ab) From the EOWC regarding a letter of Support for Communal Decentralized Water and Wastewater Solutions
[Distributed to Members of County Council June 14, 2024]
- ac) From the Municipality of Tweed regarding a Resolution concerning exotic animals in Ontario
[Distributed to Members of County Council June 14, 2024]
- ad) From the Town of Cochrane regarding a Resolution on Free Well Water Testing
[Distributed to Members of County Council June 14, 2024]
- ae) From the Town of Kearney regarding a Resolution for Free Well Water Testing in Ontario
[Distributed to Members of County Council June 14, 2024]
- af) From the Town of Saugeen Shores regarding a Resolution on Cemetery Administration Management
[Distributed to Members of County Council June 14, 2024]
- ag) From the Township of Larder Lake Council Resolution for assistance on Asset Retirement Obligation PS 3280
[Distributed to Members of County Council June 14, 2024]
- ah) From the Township of Larder Lake regarding a Resolution concerning Sustainable Infrastructure
[Distributed to Members of County Council June 14, 2024]
- ai) From the Township of Larder Lake regarding a Resolution for Free Provincial Water Testing
[Distributed to Members of County Council June 14, 2024]
- aj) From the Township of North Dundas regarding a Resolution on Infrastructure Small Rural Municipalities
[Distributed to Members of County Council June 14, 2024]

Deputy Warden Vandewal and Councillor Leonard exited the meeting at 11:17 a.m.

Other Business

a) First and Second Reading

Carried**Carried**

[Proposed By-law No. 2024-019]

- [Proposed By-law No. 2024-020]
- e) To confirm all actions and proceedings of County Council on June 19, 2024
- [Proposed By-law No. 2024-021]

Motion #: 117-24 Moved By: Councillor Greenwood-Speers
Seconded By: Councillor Saunders

Carried

Jannette Amini, Clerk

Administrative Report

July 17, 2024
Report 2024-07



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CAO Schedule – July

- Paramedic Base Ribbon Cutting – July 5
- Senior Leadership Team – July 10
- EOWC CAOs Meeting – July 10
- MTO Meeting – July 11
- County of Frontenac – New Hire Orientation – July 15
- Frontenac County Council – July 17
- FMSC/EORN/EOWC Event – July 17
- EOWC Meeting – July 18
- Old House Staff Meeting – July 19
- Joint FMSC Board and Technical Support Committee Meeting – July 23
- FLA OHT Health Home Support Meeting – July 24



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AMO Communications

Provincial Matters

The new *Senior Active Living Centres Act* [regulation](#) improves access to the SALC program by allowing additional entities that can make the required 20% funding contribution. For more information contact seniorspolicyunit@ontario.ca.

The next wave of applications are open for the 2024-25 NG9-1-1 funding program until August 23, 2024. Information sessions are available. Please contact estd.ng9-1-1@ontario.ca for more information.

LAS

Our joint municipal investment company, ONE Investment, offers a High Interest Savings Account (HISA) Program that offer municipalities a liquid option for the investment of short-term funds, other than a GIC. [Read here](#) to learn more about this offering.

Our Water and Service Line Program partner, SLWC, breaks down the cost of what a resident can expect to pay for a damaged water line. [Read more here](#).

Municipal Wire

Pollution Probe and QUEST Canada aim to talk for one hour with Ontario communities for an [OEB-funded project](#) to address your community's innovative energy needs and priorities. Register by emailing rkiro@pollutionprobe.org until September 16.



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AMO Communications (2)

Education Opportunities

The [Municipal Codes of Conduct pre-conference workshop](#) on Saturday, August 17 is for municipal leaders who are looking to guide and strengthen their council and corporation's conduct, behaviour, and practices. Register today - space is limited.

OFIFC and AMO are offering training to build indigenous cultural competency in municipal government. Through a self-paced learning module and live virtual component, this training will provide knowledge and tools to utilize in moving improved and stronger Indigenous-municipal relations forward in Ontario.

[Register today](#) for the October 8 workshop.

Time to sign up for AMO Education fall workshops: [Cybersecurity for Municipal Councillors](#), [Strategic Thinking, Planning and Leading](#), [Managing Communications through Crisis](#), [Indigenous Community Awareness](#), [Navigating Conflict as an Elected Official](#), [Land Use Planning](#), [Competing Rights](#), and [Community Engagement Strategic Approaches](#).



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Howe Island Ferry: 2-year second quarter comparison

2023 & 2024 Crossing Numbers for the Frontenac Howe Islander County Ferry Service – April 1 – June 30

Small Vehicle	Large Vehicle	Bikes	Passengers	Vehicles Left	Voyages
2023					
49,032	1,390	268	74,103	4,885	12,329
2024					
43,185	1,698	341	67,692	2,670	11,290



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Howe Island Ferry: 2 Year Comparison for 2023 to 2024

- Small Vehicles are down – 11.93%
- Large Vehicles up by – 18.14%
- Bikes are up by – 21.4%
- Passengers are down by – 8.65%
- Vehicles left are down by – 45.33%
- Voyages are down by – 8.43%



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Howe Island Ferry:

Note: Numbers are off due to Unplanned down time due to Drive Unit issues in April and May 2024

- Unplanned Down time due to Drive Unit Issues was around 4,117 minutes (68.61 hours)
- Trips down by approximately 330 (Estimate would be around 3,000)
- Small Vehicles down by approximately 884 (Estimate would be around 44,069)
- Large Vehicles down by approximately 44 (Estimate would be around 1,742)
- Bicycles down (Estimate would be around 351)
- Passengers down by approximately 1,540 (Estimate would be around 12,830)



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Human Resources Update – Key Activity

- **Recruitment**

- 178 postings as of July 9
- Interviews ongoing in all areas at Fairmount
- Dmitry Kurylovich successful - Project Manager - Senior Planner
- Interviews - Paramedic Chief/Director

- **Labour Relations**

- CUPE 2290 – finance calculating adjustments; pay equity maintenance completed and finance will make adjustments
- Day to day communication and resolution of employee and labour relations issues

- **Miscellaneous**

- Lisa Moreland continues to lead our scheduling software implementation
- Review of Wellness Survey (Next Slide)



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Wellness Survey Summary - Key Takeaways

115 responses

Doing well

- Working and social relationships with co-workers
- Working well together
- Treated fairly by supervisor
- Supervisor checks in regularly
- Coping and dealing with change

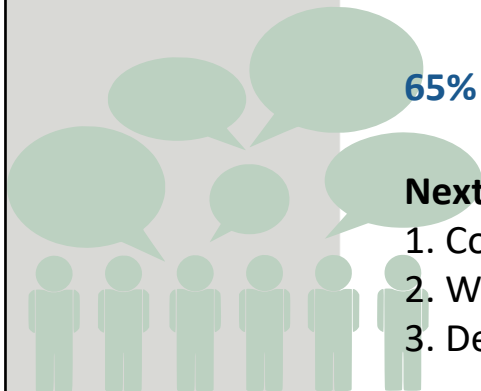
Where we can do better



65% are interested in participating in wellness initiatives

Next steps:

1. Communication to staff
2. Wellness Committee formed
3. Develop initiatives based on survey feedback and committee input



Fairmount Home Update

- Behavioural support team attended a Behavioural Supports Foundation course that focuses on the role through team building, communication, and change management
- Fairmount was successful in obtaining a Seniors Community grant in the amount of **\$23,445** for weekly exercise programs that will include residents, caregivers, and community members
- Fairmount staff have completed two code white drills in June and thank you to staff for their amazing work on emergency management drills



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Fairmount Home Summer Evening Concert



On July 3, Lilac Terrace hosted the first of its summer evening concert series sponsored by the Dementia Society of America.



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Frontenac Paramedics Update

Base 09, Glenburnie inaugurated and in service, July 5.





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Engagement and Communications update, June 2024



Website Pageviews

FrontenacCounty.ca	18,991
VisitFrontenac.ca	21,657
FrontenacMaps.ca	27,920
EngageFrontenac.ca	4,257
CivicWebPortal	1,017

Social Media Engagement

County Facebook & Instagram	8,987
County X Twitter	396
County Youtube	376
County LinkedIn	1,195
FPS X Twitter	592
Visit Frontenac Facebook & Instagram	8
Fairmount Facebook	2,176
K&P Trail Facebook Group	409
H.I. Ferry X Twitter	32

Total engagements in May

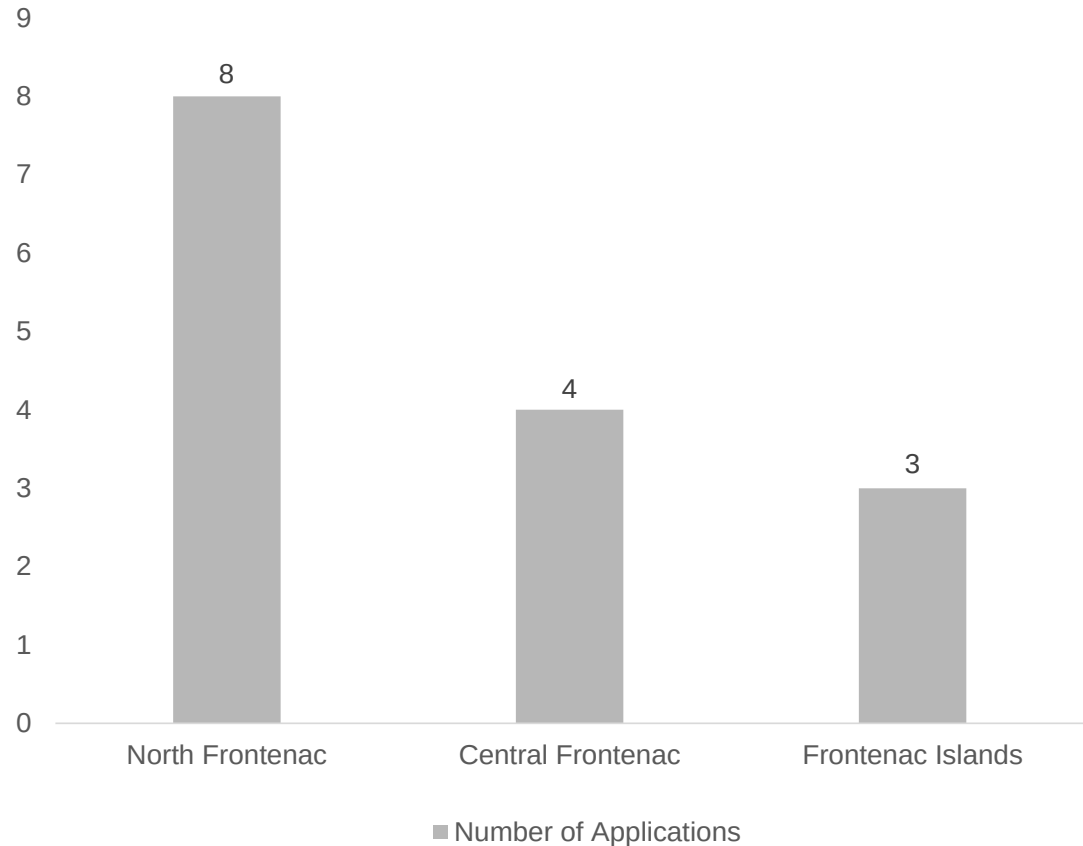
Change from May 2024	32%
Change from June 2023	15%



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- Development inquiries and applications are a bit slower than they were this time last year.
- Three of the 15 applications processed in June & July have been consent applications under the recent delegated authority by-laws approved by the three townships.

Planning Applications – Townships (June & July)





Economic Development Updates

Open Farms Days

Join us for this year's launch event on Friday, August 16 at 4:00pm at the Frontenac Farmers Market in Centennial Park, Harrowsmith.

Visit www.openfarms.ca for a full listing of events – more are being added every week.





County Admin and Fairmount Parking





County Admin and Fairmount Parking Additional 17 Spots





Frontenac County / Cataraqui Conservation Staff Potluck Lunch





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Frontenac County Staff/Cataraqui Conservation Potluck Lunch (2)





Report 2024-072

Council Information Report

To: Warden and Council

From: Kevin Farrell, Chief Administrative Officer

Prepared by: Jannette Amini, Manager of Legislative Services/Clerk
Dmitry Kurylovich, Project Manager/Senior Planner

Date of meeting: July 17, 2024

Re: **Corporate Services – Approval of a Municipal Tree Canopy Policy**

Recommendation

Be It Resolved That Report 2024-072 Requirement for Municipal Tree Canopy Policy be received;

And Further That the Clerk be directed to bring forward a by-law later in the meeting hereby confirming that the policies set out in the following sections of the County Official Plan shall constitute the policy as require by Section 270(1) 7 of the *Municipal Act*, 2001 the tree protection and enhancement policies:

- a) **Section 2.1.3** establishes the definition of and encourages 'good forestry practices' to ensure a sustainable forestry industry in the County. This typically translates to no clear cutting, establishing mitigation measures, and areas of protection.
- b) **Section 7.1.3** establishes objectives to protect and enhance the natural heritage system. A healthy tree canopy is part of the natural heritage system.
- c) **Section 7.1.4.6** establishes policies for the protection of significant woodlands.
- d) **Section 7.1.4.8** establishes polices for the protection of natural linkages and biodiversity areas.
- e) **Section 7.1.4.10** sets out enabling policies that allow staff to request an environmental impact study to delineate, characterize, analyze, and plan for the protection of natural heritage systems and its components in the development review process.

Background

Bill 68, Modernizing Ontario's Municipal Legislation Act, 2017 introduced a series of reforms to the Municipal Act, 2001, the Municipal Conflict of Interest Act, 1990, and the Municipal Elections Act, 1996.

An amendment to Section 270 of the Municipal Act, 2001, requires all municipalities to adopt and maintain a policy with respect to the protection and enhancement of the tree canopy and natural vegetation in the municipality.

This section of Bill 68 came into force and effect on March 1, 2019. Specifically, section 270 (1) requires:

A municipality shall adopt and maintain policies with respect to the following matters:

7. The manner in which the municipality will protect and enhance the tree canopy and vegetation in the municipality.

To date, the County of Frontenac has not formally passed a by-law or Policy to address this new requirement for a Tree Canopy Policy.

Comment

Frontenac County currently has a policy tool in place pertaining to the protection and enhancement of natural vegetation and the tree canopy within the municipality, that being the County's Official Plan. Specifically:

- a) **Section 2.1.3** establishes the definition of and encourages 'good forestry practices' to ensure a sustainable forestry industry in the County. This typically translates to no clear cutting, establishing mitigation measures, and areas of protection.
- b) **Section 7.1.3** establishes objectives to protect and enhance the natural heritage system. A healthy tree canopy is part of the natural heritage system.
- c) **Section 7.1.4.6** establishes policies for the protection of significant woodlands.
- d) **Section 7.1.4.8** establishes policies for the protection of natural linkages and biodiversity areas.
- e) **Section 7.1.4.10** sets out enabling policies that allow staff to request an environmental impact study to delineate, characterize, analyze, and plan for the protection of natural heritage systems and its components in the development review process.

The natural heritage and tree protection policies of the Official Plan are generally implemented through developing specific site plan controls and the review of development applications. Tree canopy enhancement and vegetation retention is promoted through the application of design best practices, vegetation retention plans, and landscape plans for new developments.

During the next Official Plan review, Council may consider applying additional natural environment designations that offer protection to natural areas that are not identified as significant woodlands, as well as, applying minimum tree canopy requirements for new

developments, requiring comprehensive vegetation management plans and tree protection plans as part of all development applications.

Strategic Priorities Implications

Priority 2 Contribute to the Progress of Sustainable Economic Growth and Prosperity Throughout the County

- Develop regional tools and policies to support long-term protection of lakes, rivers, and other important environmental features in Frontenac.

Financial Implications

There are no financial implications associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected

Sonya Bolton, Manager of Community Planning
Joe Gallivan, Director of Planning and Economic Development



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Report 2024-073

Council Recommend Report

To: Warden and Council

From: Kevin Farrell, Chief Administrative Officer

Prepared by: Kevin Farrell, Chief Administrative Officer

Date of meeting: July 17, 2024

Re: **Office of the CAO – Support for EORN and 2B Developments (Rural Impact), Localizing Communal Servicing Project CMHC Housing Supply Challenge**

Recommendation

Be It Resolved That the Council of the County of Frontenac offer its supports for EORN and 2B Developments (Rural Impact), Localizing Communal Servicing Project CMHC Housing Supply Challenge;

And Further That the Chief Administrative Officer, on behalf of the County of Frontenac, be authorized to issue a letter of support.

Background

On June 27, EORN reached out to EOWC partner municipalities on behalf of both EORN and 2B Developments regarding their joint initiative supported by Stage 1 funding from the CMHC's Housing Supply Challenge. The [Housing Supply Challenge](#) aims at increasing the adoption of transformative, system-level solutions that enable the quicker delivery of both community and market housing, with an emphasis on removing and reducing barriers to housing.

This joint initiative aims to support the introduction and localization of communal servicing at the municipal level, with a particular focus on supporting Frontenac's creation of its Municipal Services Corporation (FMSC). The goal is to:

1. Study the Frontenac model and its establishment of the Frontenac Municipal Services Corporation (FMSC) <https://engagefrontenac.ca/communal-services>

https://engagefrontenac.ca/communal-services/news_feed/new-frontenac-municipal-services-corporation-poised-to-affect-positive-change-on-land-use-and-social-issues-facing-rural-municipalities-in-ontario

<https://engagefrontenac.ca/communal-services/widgets/108716/faqs>

2. Develop a guide and set of 'system standards' that can be utilized by other municipalities interested in establishing their own utilities (municipal services corporation) or joining neighboring utilities.
3. Educate and inform municipal staff on the benefits of communal systems throughout Ontario and Canada and circulate "new" system information as it is developed.

Comment

As EORN and 2B Developments proceed to the next stage of the Housing Supply Challenge, it is important for them to demonstrate interest and gather support for communal servicing.

EORN and 2B Developments are requesting all EOWC members assistance in endorsing this initiative by each county and their lower tiers in providing a letter of support/interest in the adoption of communal servicing to both unlock housing and land.

Providing this letter of support will greatly contribute to EORN's application for Stage 2 funding from CMHC's Housing Supply Challenge as well as the adoption of decentralized water and wastewater management solutions.

Attached for Councils consideration as Appendix A is a letter of support, which EORN has requested be provided back to them no later than July 26, 2024, to ensure they are included in the Stage 2 application package.

Financial Implications

There are no financial implications associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected

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



FRONTENAC

County of Frontenac

2069 Battersea Rd.
Glenburnie, ON K0H 1S0

T: 613.548.9400

F: 613.548.8460

July 17, 2024

EORN
c/o Hastings County
235 Pinnacle Street, Mailbag 4400
Belleville, ON K8N 3A9

Via Email: LSeverson@eorn.ca

Attn: Lisa Severson, EORN Director of Communications

Re: Support for EORN and 2B Developments (Rural Impact), Localizing Communal Servicing Project CMHC Housing Supply Challenge

Dear Ms. Severson

I am writing to you on behalf of the County of Frontenac to express our support for the utilization of communal decentralized water and wastewater solutions. As a municipality we are committed to sustainable development and the well-being of our communities. We recognize the critical importance of adopting innovative approaches to addressing infrastructural challenges, including those associated with water and wastewater management and the unlocking of housing development.

We believe that by supporting communal decentralized water and wastewater solutions, densification and development in both rural and more urban areas can be facilitated, in turn supporting the Ontario and Federal Government's housing strategies. Communal services can directly support building housing faster, more sustainably, and at a lower cost to smaller-urban and rural communities. Communal services can unlock the potential and ability for communities to build housing, attract residents and create jobs.

In addition to promoting environmental sustainability, communal decentralized water and wastewater solutions can also offer economic advantages. By minimizing the need for extensive infrastructure investments and long-distance transportation of water and wastewater, these systems can result in cost savings for municipality and its residents, and for developers by assisting in unlocking plots of land too expensive to currently service.



We are committed to working collaboratively with stakeholders and all levels government to investigate and utilize innovative infrastructure solutions including communal services and to ensure their successful implementation. The County of Frontenac supports the continued efforts of EORN and 2B Developments (Rural Impact) in their localizing communal services project through the CMHC Supply Challenge.

Thank you for considering this important matter. Together we can build more homes for the people of eastern Ontario.

Yours truly,

Kevin Farrell, MPA, GISP, LSSBB
Chief Administrative Officer

2069 Battersea Road, Glenburnie, ON K0H 1S0

T: 613.548.9400 | F: 613.548.8460 | frontenacounty.ca



Report 2024-075

Recommend Report to Council

To: Warden and Council of the County of Frontenac
From: Kevin Farrell, Chief Administrative Officer
Prepared by: Alex Lemieux, Director of Corporate Services/Treasurer
Date of meeting: July 17, 2024
Re: Corporate Services – Canada Community Building Fund Agreement 2024-2033

Recommendation

Be It Resolved That the Council of the County of Frontenac receive the Corporate Services – Canada Community Building Fund Agreement 2024-2033 report;

And Further That the Council of the County of Frontenac authorize the Warden and Clerk to sign the Municipal Funding Agreement for the Canada Community Building Fund.

Background

The Association of Municipalities of Ontario (AMO) extended the Canada Community Building Fund to 2033 by signing the Administrative Agreement for the transfer of the Canada Community Building Fund which took effect on April 1, 2024. This agreement replaces the 2014 agreement for the distribution of funds from the Federal Gas Tax Fund from 2014-2023.

Comment

This new funding agreement will be in place from April 1, 2024, to March 31, 2033. The 2024-2028 allocations were allocated on a per capita basis using population figures from the 2021 Canadian census.

The focus of the program will continue to be based on community benefits, though there is a greater focus on promoting housing. Recipients with a population of 30,000 or more on the 2021 Census who are either Single-Tier municipalities or Lower-Tier municipalities are required to complete a Housing Needs Assessment. The Recipient is expected to prioritize projects that support the growth of the housing supply. The County of Frontenac, as an Upper-Tier municipality, as well as one with a population under

30,000 as of the 2021 census, is not required to complete a Housing Needs Assessment.

Financial Implications

Determined by a per-capita calculation, the allocation in 2024 for the County of Frontenac is \$921,038. Allocations for the 2024-2028 timeframe can be found below:

Year	2024	2025	2026	2027	2028
Allocation	\$921,038.34	\$959,414.93	\$959,414.93	\$997,791.53	\$997,791.53

Organizations, Departments and Individuals Consulted and/or Affected

N/A

MUNICIPAL FUNDING AGREEMENT ON THE CANADA COMMUNITY-BUILDING FUND

BETWEEN:

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

(referred to herein as “**AMO**”)

AND:

THE COUNTY OF FRONTENAC

(a municipal corporation pursuant to the *Municipal Act, 2001*, referred to herein as the “**Recipient**”)

WHEREAS the Government of Canada, the Government of Ontario, AMO, and the City of Toronto are signatories to the Administrative Agreement on the Canada Community-Building Fund effective April 1, 2024 (the “**Administrative Agreement**”), which governs the transfer and use of the Canada Community-Building Fund (“**CCBF**”) in Ontario;

AND WHEREAS AMO is responsible for the administration of CCBF funding made available to all Municipalities in Ontario – except the City of Toronto – under the Administrative Agreement, and will therefore undertake (and require the Recipient to undertake) certain activities as set out in this Agreement;

AND WHEREAS the Recipient wishes to enter into this Agreement to access CCBF funding;

NOW THEREFORE the Parties agree as follows:

1. DEFINITIONS AND INTERPRETATIONS

- 1.1 **Definitions.** For the purposes of this Agreement, the following terms shall have the meanings ascribed to them below:

“Annual Report” means the duly completed report to be prepared and delivered to AMO as described in Section 6.1.

“Asset Management” is a principle/practice that includes planning processes, approaches, plans, or related documents that support an integrated lifecycle approach to the effective stewardship of infrastructure assets to maximize benefits and effectively manage risk.

“Canada” means the Government of Canada, as represented by the Minister of Housing, Infrastructure and Communities.

“Canada Community-Building Fund” or “CCBF” means the program established under section 161 of the *Keeping Canada's Economy and Jobs Growing Act*, S.C. 2011, c. 24 as amended by section 233 of the *Economic Action Plan 2013 Act, No. 1*, S.C. 2013, c. 33, as the Gas Tax Fund and renamed the Canada Community-Building Fund in section 199 of *Budget Implementation Act, 2021, No. 1*.

“Contract” means an agreement between the Recipient and a Third Party whereby the latter agrees to supply a product or service to an Eligible Project in return for financial consideration.

“Eligible Expenditure” means an expenditure described as eligible in Schedule B or deemed eligible by Canada in accordance with Section 4.2.

“Eligible Investment Category” means an investment category listed in Schedule A or deemed eligible by Canada in accordance with Section 3.2.

“Eligible Project” means a project that fits within an Eligible Investment Category.

“Event of Default” has the meaning given to it in Section 13.1 of this Agreement.

“Funds” mean the funds made available to the Recipient through the CCBF or any other source of funding as determined by Canada. Funds are made available pursuant to this Agreement and includes any interest earned on the said Funds. Funds transferred to another Municipality in accordance with Section 5.3 of this Agreement are to be treated as Funds by the Municipality to which the Funds are transferred; and Funds transferred to a non-municipal entity in accordance with Section 5.4 of this Agreement shall remain as Funds under this Agreement for all purposes and the Recipient shall continue to be bound by all provisions of this Agreement with respect to such transferred Funds.

“Housing Needs Assessment” or **“HNA”** means a report informed by data and research describing the current and future housing needs of a Municipality or community according to guidance provided by Canada.

“Ineligible Expenditures” means those expenditures described as ineligible in Schedule C or deemed ineligible by Canada in accordance with Section 4.2.

“Infrastructure” means tangible capital assets that are primarily for public use or benefit in Ontario – whether municipal or regional, and whether publicly or privately owned.

“Lower-Tier Municipality” means a Municipality that forms part of an Upper-Tier Municipality for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001, c. 25.

“Municipal Fiscal Year” means the period beginning January 1st of a year and ending December 31st of the same year.

“Municipality” and **“Municipalities”** means every municipality as defined under the *Municipal Act, 2001*, S.O. 2001, c. 25.

“Non-Municipal Transfer By-law” means a by-law passed by Council of the Recipient pursuant to Section 5.4 of this Agreement.

“Parties” means AMO and the Recipient.

“Prior Agreement” means the municipal funding agreement for the transfer of federal gas tax funds entered into by AMO and the Recipient, effective April 2014 and with an expiry date of March 31, 2024.

“Single-Tier Municipality” means a Municipality, other than an Upper-Tier Municipality, that does not form part of an Upper-Tier Municipality for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001 c. 25.

“Third Party” means any person or legal entity, other than the Parties to this Agreement, who participates in the implementation of an Eligible Project by means of a Contract.

“Transfer By-law” means a by-law passed by Council of the Recipient pursuant to Section 5.3 of this Agreement.

“Unspent Funds” means the amount reported as unspent by the Recipient as of December 31, 2023 in the Recipient's 2023 Annual Report (as defined under the Prior Agreement).

“Upper-Tier Municipality” means a Municipality of which two or more Lower-Tier Municipalities form part for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001 c. 25.

1.2 Interpretations

- a) **“Agreement”** refers to this agreement as a whole, including the cover and execution pages and all of the schedules hereto, and all amendments made hereto in accordance with the provisions hereof.
- b) The words **“herein”**, **“hereof”** and **“hereunder”** and other words of similar import refer to this Agreement as a whole and not any particular schedule, article, section, paragraph or other subdivision of this Agreement.
- c) The term **“including”** or **“includes”** means including or includes (as applicable) without limitation or restriction.
- d) Any reference to a federal or provincial statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplementing or superseding such statute or regulations.

2. TERM OF THE AGREEMENT

- 2.1 **Term.** Subject to any extension or termination of this Agreement or the survival of any of the provisions of this Agreement pursuant to the provisions contained herein, this Agreement shall come into effect as of April 1, 2024 up to and including March 31, 2034.
- 2.2 **Review.** This Agreement will be reviewed by AMO by June 30, 2027.
- 2.3 **Amendment.** This Agreement may be amended at any time in writing as agreed to by AMO and the Recipient.
- 2.4 **Notice.** Any of the Parties may terminate this Agreement on two (2) years written notice.
- 2.5 **Prior Agreement.** The Parties agree that the Prior Agreement, including Section 15.5 thereof, is hereby terminated. Notwithstanding the termination of the Prior Agreement, including Section 15.5, the reporting and indemnity obligations of the Recipient thereunder with respect to expended Funds governed by the Prior Agreement as set forth in Sections 5, 7, 10.3, 10.4 and 10.5 of the Prior Agreement shall survive the said termination.

3. ELIGIBLE PROJECTS

- 3.1 **Eligible Projects.** Eligible Projects are those that fit within an Eligible Investment Category. Eligible Investment Categories are listed in Schedule A.
- 3.2 **Discretion of Canada.** The eligibility of any investment category not listed in Schedule A is solely at the discretion of Canada.
- 3.3 **Recipient Fully Responsible.** The Recipient is fully responsible for the completion of each Eligible Project in accordance with Schedule A and Schedule B.

4. ELIGIBLE EXPENDITURES

- 4.1 **Eligible Expenditures and Ineligible Expenditures.** Eligible Expenditures are described in Schedule B. Ineligible Expenditures are described in Schedule C.
- 4.2 **Discretion of Canada.** The eligibility of any item not listed in Schedule B or Schedule C to this Agreement is solely at the discretion of Canada.
- 4.3 **Reasonable Access.** The Recipient shall allow AMO and Canada reasonable and timely access to all documentation, records and accounts and those of their respective agents or Third Parties related to the receipt, deposit and use of Funds and Unspent Funds, and any interest earned thereon, and all other relevant information and documentation requested by AMO or Canada or their respective designated representatives for the purposes of audit, evaluation, and ensuring compliance with this Agreement.
- 4.4 **Retention of Receipts.** The Recipient will keep proper and accurate accounts and records of all Eligible Projects including invoices and receipts for Eligible Expenditures for at least six (6) years after the completion of the project.
- 4.5 **Contracts.** The Recipient will award and manage all Contracts in accordance with its relevant policies and procedures and, if applicable, in accordance with any domestic or international trade agreements, and all other applicable laws. The Recipient will ensure any of its Contracts for the supply of services or materials to implement its responsibilities under this Agreement will be awarded in a way that is transparent, competitive, consistent with value for money principles and pursuant to its adopted procurement policy.

5. FUNDS

- 5.1 **Use of Funds.** The Recipient acknowledges and agrees the Funds are intended for and shall be used only for Eligible Expenditures in respect of Eligible Projects.

- 5.2 **Unspent Funds.** Any Unspent Funds, and any interest earned thereon, will be subject to the terms and conditions of this Agreement, and will no longer be governed by the terms and conditions of the Prior Agreement.
- 5.3 **Transfer of Funds to a Municipality.** Where a Recipient decides to allocate and transfer Funds to another Municipality (the "Transferee Municipality"):
- a) The allocation and transfer shall be authorized by a Transfer By-law. The Transfer By-law shall be passed by the Recipient's council and submitted to AMO as soon thereafter as practicable. The Transfer By-law shall identify the Transferee Municipality and the amount of Funds the Transferee Municipality is to receive for the Municipal Fiscal Year(s) specified in the Transfer By-law.
 - b) The Recipient is still required to submit an Annual Report in accordance with Section 6.1 hereof with respect to the Funds transferred.
 - c) No transfer of Funds pursuant to this Section 5.3 shall be effected unless and until the Transferee Municipality has either (i) entered into an agreement with AMO on substantially the same terms as this Agreement, or (ii) has executed and delivered to AMO a written undertaking to assume all of the Recipient's obligations under this Agreement with respect to the Funds transferred, such as undertaking in a form satisfactory to AMO.
- 5.4 **Transfer of Funds to a Non-Municipal Entity.** Where a Recipient decides to support an Eligible Project undertaken by a non-municipal entity (whether a for profit, non-governmental, or not-for profit organization):
- a) The provision of such support shall be authorized by a Transfer By-law (a "Non-Municipal Transfer By-law"). The Non-Municipal Transfer By-law shall be passed by the Recipient's council and submitted to AMO as soon as practicable thereafter. The Non-Municipal Transfer By-law shall identify the non-municipal entity, and the amount of Funds the non-municipal entity is to receive for that Eligible Project.
 - b) The Recipient shall continue to be bound by all the provisions of this Agreement notwithstanding any such transfer.
 - c) No transfer of Funds pursuant to this Section 5.4 shall be effected unless and until the non-municipal entity receiving the Funds has executed and delivered to AMO a written undertaking to assume all of the Recipient's obligations under this Agreement with respect to the Funds transferred, in a form exclusively satisfactory to AMO.
- 5.5 **Payout of Funds.** Subject to Sections 5.14 and 5.15, AMO will transfer Funds twice yearly, on or before the dates agreed upon by Canada and AMO.

- 5.15 **Insufficient Funds Provided by Canada.** Notwithstanding the provisions of Section 2, if Canada does not provide sufficient funds to continue the Funds for any Municipal Fiscal Year during which this Agreement is in effect, AMO may immediately terminate this Agreement on written notice to the Recipient.

6. REPORTING REQUIREMENTS

- 6.1 **Annual Report.** The Recipient shall submit a report to AMO by April 30th each year, or as otherwise notified by AMO. The report shall be submitted in an electronic format deemed acceptable by AMO and shall contain the information described in Schedule D.
- 6.2 **Project List.** The Recipient shall ensure that projects are reported in advance of construction. Information required is as noted in Section 2.3 of Schedule E.

7. ASSET MANAGEMENT

- 7.1 **Implementation of Asset Management.** The Recipient will develop and implement an Asset Management plan, culture, and methodology in accordance with legislation and regulation established by the Government of Ontario (e.g., O. Reg. 588/17).
- 7.2 **Asset Data.** The Recipient will continue to improve data describing the condition of, long-term cost of, levels of service provided by, and risks associated with infrastructure assets.

8. HOUSING NEEDS ASSESSMENT

- 8.1 **Requirement.** While an HNA is encouraged for all Municipalities, the Recipient must complete a HNA if it had a population of 30,000 or more on the 2021 Census of Canada and is a Single-Tier Municipality or a Lower-Tier Municipality.
- 8.2 **Content of the HNA.** The Recipient will prepare the HNA in accordance with the guidance provided from time to time by Canada.
- 8.3 **Use of HNA.** The Recipient is expected to prioritize projects that support the growth of the housing supply. The HNA is to be used by Municipalities to prioritize, where possible, Infrastructure or capacity building projects that support increased housing supply where it makes sense to do so.
- 8.4 **Publication of the HNA.** The Recipient will publish the HNA on its website.
- 8.5 **HNA reporting requirements.** The Recipient will send to AMO by March 31, 2025, unless otherwise agreed upon:

- a) A copy of any HNA it is required to complete in accordance with Section 8.1; and
- b) The URL to the published HNA on the Recipient's website.

9. COMMUNICATIONS REQUIREMENTS

- 9.1 The Recipient will comply with all communication requirements outlined in Schedule E.

10. RECORDS AND AUDIT

- 10.1 **Accounting Principles.** All accounting terms not otherwise defined herein have the meanings assigned to them; all calculations will be made and all financial data to be submitted will be prepared in accordance with generally accepted accounting principles ("GAAP") in effect in Ontario. GAAP will include, without limitation, those principles approved or recommended for local governments from time to time by the Public Sector Accounting Board or the Chartered Professional Accountants of Canada or any successor institute, applied on a consistent basis.
- 10.2 **Separate Records.** The Recipient shall maintain separate records and documentation for the Funds and keep all records including invoices, statements, receipts, and vouchers in respect of Funds expended on Eligible Projects in accordance with the Recipient's municipal records retention by-law. Upon reasonable notice by AMO or Canada, the Recipient shall submit all records and documentation relating to the Funds for inspection or audit.
- 10.3 **External Auditor.** AMO or Canada may request, upon written notice to Recipient, an audit of Eligible Project(s) or Annual Report(s). AMO shall retain an external auditor to carry out an audit and ensure that any auditor who conducts an audit pursuant to this Agreement or otherwise, provides a copy of the audit report to the Recipient.

11. INSURANCE AND INDEMNITY

- 11.1 **Insurance.** The Recipient shall put in effect and maintain in full force and effect or cause to be put into effect and maintained for the term of this Agreement all the necessary insurance with respect to each Eligible Project, including any Eligible Projects with respect to which the Recipient has transferred Funds pursuant to Section 5 of this Agreement, that would be considered appropriate for a prudent Municipality undertaking similar Eligible Projects, including, where appropriate and without limitation, property, construction, and liability insurance, which insurance

coverage shall identify Canada and AMO as additional insureds for the purposes of the Eligible Projects.

11.2 **Certificates of Insurance.** Throughout the term of this Agreement, the Recipient shall have a valid certificate of insurance that confirms compliance with the requirements of Section 11.1. The Recipient shall produce such certificate of insurance on request, including as part of any AMO or Canada audit.

11.3 **AMO Not Liable.** In no event shall Canada or AMO be liable for:

- Any bodily injury, death or property damages to the Recipient, its employees, agents, or consultants or for any claim, demand or action by any Third Party against the Recipient, its employees, agents, or consultants, arising out of or in any way related to this Agreement; or
- Any incidental, indirect, special, or consequential damages, or any loss of use, revenue or profit to the Recipient, its employees, agents, or consultants arising out of any or in any way related to this Agreement.

11.4 **Recipient to Compensate Canada.** The Recipient will ensure that it will not, at any time, hold the Government of Canada, its officers, servants, employees or agents responsible for any claims or losses of any kind that the Recipient, Third Parties or any other person or entity may suffer in relation to any matter related to the Funds or an Eligible Project and that the Recipient will, at all times, compensate Canada, its officers, servants, employees and agents for any claims or losses of any kind that any of them may suffer in relation to any matter related to CCBF funding or an Eligible Project.

11.5 **Recipient to Indemnify AMO.** The Recipient hereby agrees to indemnify and hold harmless AMO, its officers, servants, employees or agents (each of which is called an “**Indemnatee**”), from and against all claims, losses, damages, liabilities and related expenses including the fees, charges and disbursements of any counsel for any Indemnatee incurred by any Indemnatee or asserted against any Indemnatee by whomsoever brought or prosecuted in any manner based upon, or occasioned by, any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from:

- The Funds;
- The Recipient’s Eligible Projects, including the design, construction, operation, maintenance, and repair of any part or all of the Eligible Projects;
- The performance of this Agreement or the breach of any term or condition of this Agreement by the Recipient, its officers, servants, employees, and agents, or by a Third Party, its officers, servants, employees, or agents; and

- Any omission or other wilful or negligent act of the Recipient or Third Party and their respective officers, servants, employees, or agents.

12. TRANSFER AND OPERATION OF MUNICIPAL INFRASTRUCTURE

- 12.1 **Reinvestment.** The Recipient will invest into Eligible Projects, any revenue that is generated from the sale, lease, encumbrance, or other disposal of an asset resulting from an Eligible Project where such disposal takes place within five (5) years of the date of completion of the Eligible Project.
- 12.2 **Notice.** The Recipient shall notify AMO in writing 120 days in advance and at any time during the five (5) years following the date of completion of an Eligible Project if it is sold, leased, encumbered, or otherwise disposed of.
- 12.3 **Public Use.** The Recipient will ensure that Infrastructure resulting from any Eligible Project that is not sold, leased, encumbered, or otherwise disposed of, remains primarily for public use or benefit.

13. DEFAULT AND TERMINATION

- 13.1 **Event of Default.** AMO may declare in writing that an Event of Default has occurred when the Recipient has not complied with any condition, undertaking or term in this Agreement. AMO will not declare in writing that an Event of Default has occurred unless it has first consulted with the Recipient. For the purposes of this Agreement, each of the following events shall constitute an “Event of Default”:
- Failure by the Recipient to deliver in a timely manner an Annual Report or respond to questionnaires or reports as required;
 - Delivery of an Annual Report that discloses non-compliance with any condition, undertaking or material term in this Agreement;
 - Failure by the Recipient to co-operate in an external audit undertaken by Canada, AMO or their agents;
 - Delivery of an external audit report that discloses non-compliance with any condition, undertaking or term in this Agreement; and
 - Failure by the Recipient to expend Funds in accordance with the terms of this Agreement, including Section 5.8.
- 13.2 **Waiver.** AMO may withdraw its notice of an Event of Default if the Recipient, within thirty (30) calendar days of receipt of the notice, either corrects the default or demonstrates, to the satisfaction of AMO in its sole discretion that it has taken such steps as are necessary to correct the default.
- 13.3 **Remedies on Default.** If AMO declares that an Event of Default has occurred under Section 13.1, after thirty (30) calendar days from the Recipient's receipt of the notice

of an Event of Default, it may immediately terminate this Agreement or suspend its obligation to pay the Funds. If AMO suspends payment, it may pay suspended Funds if AMO is satisfied that the default has been cured.

- 13.4 **Repayment of Funds.** If AMO declares that an Event of Default has not been cured to its exclusive satisfaction, AMO reserves the right to declare that prior payments of Funds become a debt to Canada which the Recipient will reimburse forthwith on demand to AMO for transmission to Canada.

14. CONFLICT OF INTEREST

- 14.1 **No Conflict of Interest.** The Recipient will ensure that no current member of the AMO Board of Directors and no current or former public servant or office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Canada applies will derive direct benefit from the Funds, the Unspent Funds, and any interest earned thereon, unless the provision of receipt of such benefits is in compliance with such legislation, guidelines, policies or codes.

15. NOTICE

- 15.1 **Notice.** Any notice, information or document provided for under this Agreement will be effectively given if in writing and if delivered by hand, or overnight courier, mailed, postage or other charges prepaid, or sent by email to the addresses in Section 15.3. Any notice that is sent by hand or overnight courier service shall be deemed to have been given when received; any notice mailed shall be deemed to have been received on the eighth (8) calendar day following the day on which it was mailed; any notice sent by email shall be deemed to have been received on the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return email or other written acknowledgment), provided that in the case of a notice sent by email, if it is not given on a business day before 4:30 p.m. Eastern Standard Time, it shall be deemed to have been given at 8:30 a.m. on the next business day for the recipient.
- 15.2 **Representatives.** The individuals identified in Section 15.3 of this Agreement, in the first instance, act as AMO's or the Recipient's, as the case may be, representative for the purpose of implementing this Agreement.
- 15.3 **Addresses for Notice.** Further to Section 15.1 of this Agreement, notice can be given at the following addresses:

- If to AMO:

Executive Director
Canada Community-Building Fund Agreement
Association of Municipalities of Ontario
155 University Avenue, Suite 800
Toronto, ON M5H 3B7

Telephone: 416-971-9856
Email: ccbf@amo.on.ca

- If to the Recipient:

Treasurer
The County of Frontenac
2069 Battersea Road
Glenburnie, ON K0H 1S0

16. MISCELLANEOUS

- 16.1 **Counterpart Signature.** This Agreement may be signed (including by electronic signature) and delivered (including by facsimile transmission, by email in PDF or similar format or using an online contracting service designated by AMO) in counterparts, and each signed and delivered counterpart will be deemed an original and both counterparts will together constitute one and the same document.
- 16.2 **Severability.** If for any reason a provision of this Agreement that is not a fundamental term is found to be or becomes invalid or unenforceable, in whole or in part, it will be deemed to be severable and will be deleted from this Agreement, but all the other terms and conditions of this Agreement will continue to be valid and enforceable.
- 16.3 **Waiver.** AMO may waive any right in this Agreement only in writing, and any tolerance or indulgence demonstrated by AMO will not constitute waiver of rights in this Agreement. Unless a waiver is executed in writing, AMO will be entitled to seek any remedy that it may have under this Agreement or under the law.
- 16.4 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable in Ontario.
- 16.5 **Survival.** The Recipient agrees that the following sections and provisions of this Agreement shall extend for seven (7) years beyond the expiration or termination of this Agreement: Sections 4, 5.8, 5.9, 6.1, 11.4, 11.5, 12, 13.4 and 16.8.

- 16.6 **AMO, Canada and Recipient Independent.** The Recipient will ensure its actions do not establish or will not be deemed to establish a partnership, joint venture, principal-agent relationship, or employer-employee relationship in any way or for any purpose whatsoever between Canada and the Recipient, between AMO and the Recipient, between Canada and a Third Party or between AMO and a Third Party.
- 16.7 **No Authority to Represent.** The Recipient will ensure that it does not represent itself, including in any agreement with a Third Party, as a partner, employee, or agent of Canada or AMO.
- 16.8 **Debts Due to AMO.** Any amount owed under this Agreement will constitute a debt due to AMO, which the Recipient will reimburse forthwith, on demand, to AMO.
- 16.9 **Priority.** In the event of a conflict, the part of this Agreement that precedes the signature of the Parties will take precedence over the Schedules.
- 16.10 **Complementarity.** The Recipient is to use the CCBF to complement, without replacing or displacing, other sources of funding for municipal infrastructure.
- 16.11 **Equity.** The Recipient is to consider Gender Based Analysis Plus (“**GBA+**”) lenses when undertaking a project.

17. SCHEDULES

- 17.1 This Agreement, including:

Schedule A	Eligible Investment Categories
Schedule B	Eligible Expenditures
Schedule C	Ineligible Expenditures
Schedule D	The Annual Report
Schedule E	Communications Requirements

constitute the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersedes all prior oral or written representations and agreements.

18. SIGNATURES

IN WITNESS WHEREOF, AMO and the Recipient have respectively executed, and delivered this Agreement, effective April 1, 2024.

THE COUNTY OF FRONTENAC

By: _____

Name: _____

_____ Date

Title: _____

_____ Name:

_____ Date

Title: _____

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

By: _____

Name: _____

_____ Date

Title: Executive Director

_____ Witness:

_____ Date

Title: _____

SCHEDULE A: ELIGIBLE INVESTMENT CATEGORIES

1. **Broadband connectivity** – investments in the construction, material enhancement, or renewal of infrastructure that provides internet access to residents, businesses, and/or institutions in Canadian communities.
2. **Brownfield redevelopment** – investments in the remediation or decontamination of a brownfield site within municipal boundaries – provided that the site is being redeveloped to construct a public park for municipal use, publicly owned social housing, or Infrastructure eligible under another investment category listed in this schedule.
3. **Capacity-building** – investments that strengthen the Recipient's ability to develop long-term planning practices as described in Schedule B, item 2.
4. **Community energy systems** – investments in the construction, material enhancement, or renewal of infrastructure that generates energy or increases energy efficiency.
5. **Cultural infrastructure** – investments in the construction, material enhancement, or renewal of infrastructure that supports the arts, humanities, or heritage.
6. **Drinking water** – investments in the construction, material enhancement, or renewal of infrastructure that supports drinking water conservation, collection, treatment, and distribution systems.
7. **Fire halls** – investments in the construction, material enhancement, or renewal of fire halls and fire station infrastructure.
8. **Local roads and bridges** – investments in the construction, material enhancement, or renewal of roads, bridges, tunnels, highways, and active transportation infrastructure.
9. **Public transit** – investments in the construction, material enhancement, or renewal of infrastructure that supports a shared passenger transport system that is available for public use.
10. **Recreational infrastructure** – investments in the construction, material enhancement, or renewal of recreational facilities or networks.
11. **Regional and local airports** – investments in the construction, material enhancement, or renewal of airport-related infrastructure (excluding infrastructure in the National Airports System).
12. **Resilience** – investments in the construction, material enhancement, or renewal of built and natural infrastructure assets and systems that protect and strengthen the resilience

of communities and withstand and sustain service in the face of climate change, natural disasters, and extreme weather events.

13. **Short-line rail** – investments in the construction, material enhancement, or renewal of railway-related infrastructure for carriage of passengers or freight.
14. **Short-sea shipping** – investments in the construction, material enhancement, or renewal of infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean.
15. **Solid waste** – investments in the construction, material enhancement, or renewal of infrastructure that supports solid waste management systems (including the collection, diversion, and disposal of recyclables, compostable materials, and garbage).
16. **Sport infrastructure** – investments in the construction, material enhancement, or renewal of amateur sport infrastructure (facilities housing professional or semi-professional sports teams are ineligible).
17. **Tourism infrastructure** – investments in the construction, material enhancement, or renewal of infrastructure that attracts travelers for recreation, leisure, business, or other purposes.
18. **Wastewater** – investments in the construction, material enhancement, or renewal of infrastructure that supports wastewater and storm water collection, treatment, and management systems.

Note: Investments in health infrastructure (e.g., hospitals, long-term care facilities, convalescent centres, and senior centres) are not eligible.

SCHEDULE B: ELIGIBLE EXPENDITURES

Eligible Expenditures will be limited to the following:

1. **Infrastructure investments** – expenditures associated with acquiring, planning, designing, constructing, or renovating a tangible capital asset and any related debt financing charges specifically identified with that asset.
2. **Capacity-building costs** – for projects eligible under the capacity-building category only, expenditures associated with the development and implementation of:
 - Capital investment plans, integrated community sustainability plans, integrated regional plans, housing needs assessments, or asset management plans;
 - Studies, strategies, systems, software, third-party assessments, plans, or training related to asset management;
 - Studies, strategies, systems, or plans related to housing or land use;
 - Studies, strategies, or plans related to the long-term management of infrastructure; and
 - Other initiatives that strengthen the Recipient's ability to improve local and regional planning.
3. **Joint communications and signage costs** – expenditures directly associated with joint federal communication activities and with federal project signage.
4. **Employee costs** – the costs of the Recipient's employees for projects eligible under the capacity-building category only – provided that the costs, on an annual basis, do not exceed the lesser of:
 - 40% of the Recipient's annual allocation (i.e., the amount of CCBF funding made available to the Recipient by AMO under Section 5.5 of this Agreement); or
 - \$80,000.

SCHEDULE C: INELIGIBLE EXPENDITURES

The following are deemed Ineligible Expenditures:

1. **Costs incurred before the Fund was established** – project expenditures incurred before April 1, 2005.
2. **Costs incurred before categories were eligible** – project expenditures incurred:
 - Before April 1, 2014 – under the broadband connectivity, brownfield redevelopment, cultural infrastructure, disaster mitigation (now resilience), recreational infrastructure, regional and local airports, short-line rail, short-sea shipping, sport infrastructure, and tourism infrastructure categories; and.
 - Before April 1, 2021 – under the fire halls category.
3. **Internal costs** – the Recipient's overhead costs (including salaries and other employment benefits), operating or administrative costs (related to planning, engineering, architecture, supervision, management, and other activities normally carried out by the Recipient's staff), and equipment leasing costs – except in accordance with Eligible Expenditures described in Schedule B.
4. **Rebated costs** – taxes for which the Recipient is eligible for a tax rebate and all other costs eligible for rebates.
5. **Land costs** – the purchase of land or any interest therein and related costs.
6. **Legal fees.**
7. **Routine repair or maintenance costs** – costs that do not result in the construction, material enhancement, or renewal of a tangible capital asset.
8. **Investments in health infrastructure** – costs associated with health infrastructure or assets (e.g., hospitals, long-term care facilities, convalescent centres, and senior centres).
9. **Investments in professional or semi-professional sports facilities** – costs associated with facilities used by professional or semi-professional sports teams.

SCHEDULE D: ANNUAL REPORT

The Annual Report may include – but is not necessarily limited to – the following information pertaining to the previous fiscal year:

1. **Financial information** – and particularly:
 - Interest earnings and investment gains – in accordance with Section 5.7;
 - Proceeds from the disposal of assets – in accordance with Section 12.1;
 - Outgoing transfers – in accordance with Sections 5.3 and 5.4;
 - Incoming transfers – in accordance with Section 5.3; and
 - Amounts paid – in aggregate for Eligible Expenditures on each Eligible Project.
2. **Project information** – describing each Eligible Project that started, ended, or was ongoing in the reporting year.
3. **Results** – and particularly:
 - Expected outputs and outcomes for each ongoing Eligible Project;
 - Outputs generated and outcomes achieved for each Eligible Project that ended construction in the reporting year; and
 - Housing outcomes resulting from each Eligible Project that ended construction in the reporting year, and specifically:
 - i. The number of housing units enabled, supported, or preserved; and
 - ii. The number of affordable housing units enabled, supported, or preserved.
4. **Other information** – such as:
 - Progress made in the development and implementation of asset management plans and systems; and
 - The impact of the CCBF on housing pressures tied to infrastructure gaps, the housing supply, and housing affordability.

SCHEDULE E: COMMUNICATIONS REQUIREMENTS

1. COMMUNICATIONS ACTIVITIES

- 1.1 **Scope.** The provisions of this Schedule apply to all communications activities related to any Funds and Eligible Projects.
- 1.2 **Definition.** Communications activities may include (but are not limited to) public or media events, news releases, reports, web articles, blogs, project signs, digital signs, publications, success stories and vignettes, photo compilations, videos, advertising campaigns, awareness campaigns, editorials, award programs, and multi-media products.

2. INFORMATION SHARING REQUIREMENTS

- 2.1 **Notification requirements.** The Recipient must report all active Eligible Projects to AMO in advance of construction each year. Reports must be submitted in an electronic format deemed acceptable by AMO.
- 2.2 **Active Eligible Projects.** Active Eligible Projects are those Eligible Projects that either begin in the current calendar year or are ongoing in the current calendar year.
- 2.3 **Information required.** The report must include, at a minimum, the name, category, description, expected outcomes, anticipated CCBF contribution, anticipated start date, and anticipated end date of each active Eligible Project.

3. PROJECT SIGNAGE REQUIREMENTS

- 3.1 **Installation requirements.** Unless otherwise approved by Canada, the Recipient must install a federal sign to recognize federal funding for each Eligible Project in accordance with design, content, and installation guidelines provided by Canada.
- 3.2 **Permanent signs, plaques, and markers.** Permanent signage, plaques, and markers recognizing municipal or provincial contributions to an Eligible Project must also recognize the federal contribution and must be approved by Canada.
- 3.3 **Responsibilities.** The Recipient is responsible for the production and installation of Eligible Project signage in accordance with Section 3 of this Schedule E, except as otherwise agreed upon.
- 3.4 **Reporting requirements.** The Recipient must inform AMO of signage installations in a manner determined by AMO.

4. DIGITAL COMMUNICATIONS REQUIREMENTS

- 4.1 **Social media.** AMO maintains accounts dedicated to the CCBF on several social media networks. The Recipient must @mention the relevant account when producing content that promotes or communicates progress on one or more Eligible Projects. AMO's CCBF-dedicated social media accounts are identified on www.buildingcommunities.ca.
- 4.2 **Websites and webpages.** Websites and webpages created to promote or communicate progress on one or more Eligible Projects must recognize federal funding using either:
- a) A digital sign; or
 - b) The Canada wordmark and the following wording (as applicable):
 - i. "This project is funded in part by the Government of Canada"; or
 - ii. "This project is funded by the Government of Canada".

The Canada wordmark or digital sign must link to www.infrastructure.gc.ca. Guidelines describing how this recognition is to appear and language requirements are posted at <http://www.infrastructure.gc.ca/pub/signage-panneaux/intro-eng.html>.

5. REQUIREMENTS FOR MEDIA EVENTS AND ANNOUNCEMENTS

- 5.1 **Definitions.** Media events and announcements include, but are not limited to, news conferences, public announcements, and the issuing of news releases to communicate the funding of Eligible Projects or achievement of key milestones (such as groundbreaking ceremonies, grand openings, and completions).
- 5.2 **Authority.** Canada, AMO, or the Recipient may request a media event or announcement.
- 5.3 **Notification requirements.** Media events and announcements must not proceed without the prior knowledge and agreement of AMO, Canada, and the Recipient.
- 5.4 **Notice.** The requester of a media event or announcement must provide at least fifteen (15) business days' notice to other parties of their intention to undertake such an event or announcement. If communications are proposed through a news release with no supporting event, Canada additionally requires five (5) business days with the draft news release to secure approvals and confirm the federal representative's quote.
- 5.5 **Date and location.** Media events and announcements must take place at a date and location that is mutually agreed to by the Recipient, AMO and Canada.

- 5.6 **Representatives.** The Recipient, AMO, and Canada will have the opportunity to participate in media events and announcements through a designated representative. Each Party will choose its own designated representative.
- 5.7 **Responsibilities.** AMO and the Recipient are responsible for coordinating all onsite logistics for media events and announcements unless otherwise agreed on.
- 5.8 **No unreasonable delay.** The Recipient must not unreasonably delay media events and announcements.
- 5.9 **Precedence.** The conduct of all joint media events, announcements, and supporting communications materials (e.g., news releases, media advisories) will follow the [Table of Precedence for Canada](#).
- 5.10 **Federal approval.** All joint communications material related to media events and announcements must be approved by Canada and recognize the funding of all contributors.
- 5.11 **Federal policies.** All joint communications material must reflect Canada's Policy on Official Languages and the Policy on Communications and Federal Identity.
- 5.12 **Equal visibility.** The Recipient, Canada, and AMO will have equal visibility in all communications activities.

6. PROGRAM COMMUNICATIONS

- 6.1 **Own communications activities.** The Recipient may include messaging in its own communications products and activities with regards to the use of Funds.
- 6.2 **Funding acknowledgements.** The Recipient must recognize the funding of all contributors when undertaking such activities.

7. OPERATIONAL COMMUNICATIONS

- 7.1 **Responsibilities.** The Recipient is solely responsible for operational communications with respect to the Eligible Projects, including but not limited to, calls for tender, construction, and public safety notices. Operational communications as described above are not subject to the federal official languages policy.
- 7.2 **Federal funding acknowledgement.** Operational communications should include, where appropriate, the following statement (as appropriate):
 - a) "This project is funded in part by the Government of Canada"; or
 - b) "This project is funded by the Government of Canada".

- 7.3 **Notification requirements.** The Recipient must share information promptly with AMO should significant emerging media or stakeholder issues relating to an Eligible Project arise. AMO will advise the Recipient, when appropriate, about media inquiries received concerning an Eligible Project.

8. COMMUNICATING SUCCESS STORIES

- 8.1 **Participation requirements.** The Recipient must work with Canada and AMO when asked to collaborate on communications activities – including, but not limited to, Eligible Project success stories (including positive impacts on housing), Eligible Project vignettes, and Eligible Project start-to-finish features.

9. ADVERTISING CAMPAIGNS

- 9.1 **Responsibilities.** The Recipient may, at its own cost, organize an advertising or public information campaign related to the use of the Funds or Eligible Projects, provided that the campaign respects the provisions of this Agreement.
- 9.2 **Notice.** The Recipient must inform Canada and AMO of its intention to organize a campaign no less than twenty-one (21) working days prior to the launch of the campaign.



Report 2024-076

Council Recommend Report

To: Warden & County Council

From: Kevin Farrell, Chief Administrative Officer

Prepared by: Richard Allen, Manager of Economic Development

Date of meeting: July 17, 2024

Re: **K&P Trail – Authorization to Amend Easement Agreement across K&P Trail at 13823 Road 38; located at Lot 10, Concession 1, being Part 11 of Registered Plan 13R21601, Geographic Township of Oso, Township of Central Frontenac**

Recommendation

Be It Resolved That the Council of the County of Frontenac authorize the Warden and Clerk to execute an amending agreement for the easement agreement across K&P Trail at 13823 Road 38; located at Lot 10, Concession 1, being Part 11 of Registered Plan 13R21601, Geographic Township of Oso, Township of Central Frontenac to permit underground utility access across the K&P Trail.

Background

As part of the land acquisition process for development of the K&P Trail between Tichborne and Sharbot Lake, an easement agreement for pedestrian and vehicular access was provided to the owner of 13815 Road 38 as part of the transaction to purchase the corridor where the route of the K&P Trail bisects the property in 2017.

The new parcel created where the easement was granted is known municipally as 13823 Road 38, also identified as PIN 362330854, Assessment Roll Number 103908004002301.

Comment

A dwelling has now been constructed at 13823 Road 38 and the owner requires utility access across the K&P Trail to service this dwelling.

The proposed utility will consist of underground hydro equipment. It is the recommendation of this report that the existing easement agreement be amended to

permit utility access and that additional requirements be added to the agreement regarding the maintenance of the equipment and restoration of the trail after any excavations to install, maintain or remove the equipment.

Strategic Plan Alignment

Financial Implications

There are no financial implications associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected

Sonya Bolton, Manager of Community Planning
Jannette Amini, Clerk / Manager of Legislative Services

Attachments

Attachment 1 – Easement Agreement with 13823 Road 38
Attachment 2 – Survey of subject lands

Attachment 1:

Schedule B Easement Agreement registered to the benefit of 13823 Road 38

The servient lands shall be subject to an easement in favour of the dominant lands for the purpose of a right-of-way for pedestrian and vehicular access.

No use of the servient lands for the purpose of the easement contained herein shall be conducted or carried out in any manner that interferes with the public's use of the K & P Trail in the manner for which the K & P Trail has been built and is being operated on the servient lands.

The owner of the dominant lands may make such improvements to the servient lands as are reasonably necessary to ensure their continued use for the purpose for which the easement is granted, but no such improvements shall be made to that portion of the servient lands that have been improved for and are being used by the public as part of the K & P Trail without the express prior written consent of the owner of the servient lands, which consent shall not be unreasonably withheld.

The owner of the dominant lands shall, after carrying out all work on the servient lands, remove all surplus soil and debris and in all respects restore the servient lands so far as reasonably practical to their former state at the expense of the owner of the dominant lands.

The owner of the dominant lands shall not erect any buildings, fences or other structures of any kind whatsoever on the servient lands without the express prior written consent of the owner of the servient lands, which consent may be arbitrarily withheld.

Subject to the owner of the servient lands operating and maintaining the K & P Trail for the benefit of the public, the owner of the servient lands shall not do or permit to be done any other thing that might damage or interfere with the normal operation and functioning of the easement for the purposes for which it was designed and constructed without the prior written consent of the owner of the dominant lands.

The rights, title, interest and obligations granted and contained herein shall be binding upon and endure to the benefit of the respective heirs, administrators, successors and assigns of the owners of the dominant lands and servient lands.

PLAN of SURVEY of
PART of LOT 10, CONCESSION 1
Geographic Township of Oso
TOWNSHIP OF CENTRAL FRONTENAC

COUNTY of FRONTENAC

SCALE=1:1000

20metres 0 20 40 60 80 100metres

HOPKINS CHITTY LAND SURVEYORS INC.
-2017-



Road Allowance Between Lots 10 and 11 (Known As Brewer Road)
PIN 36233 - 0373

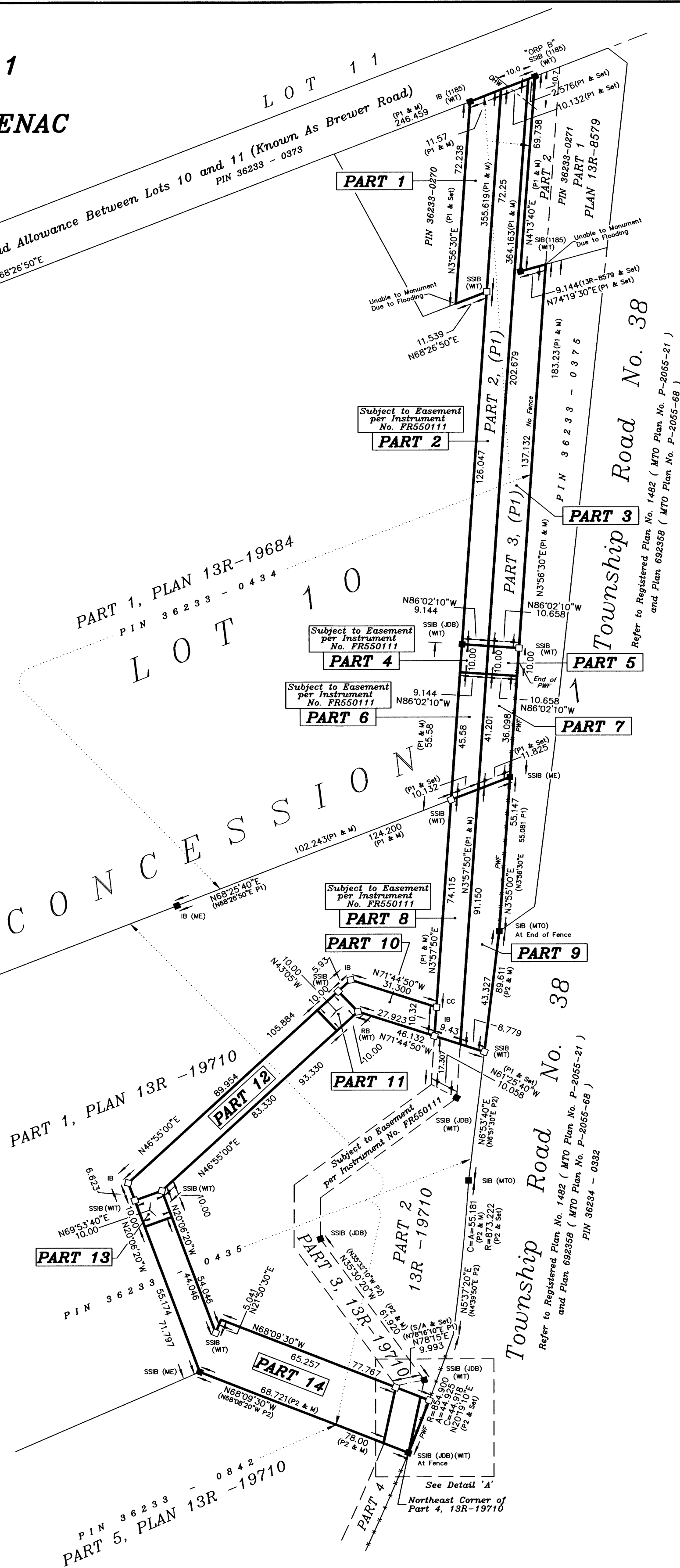
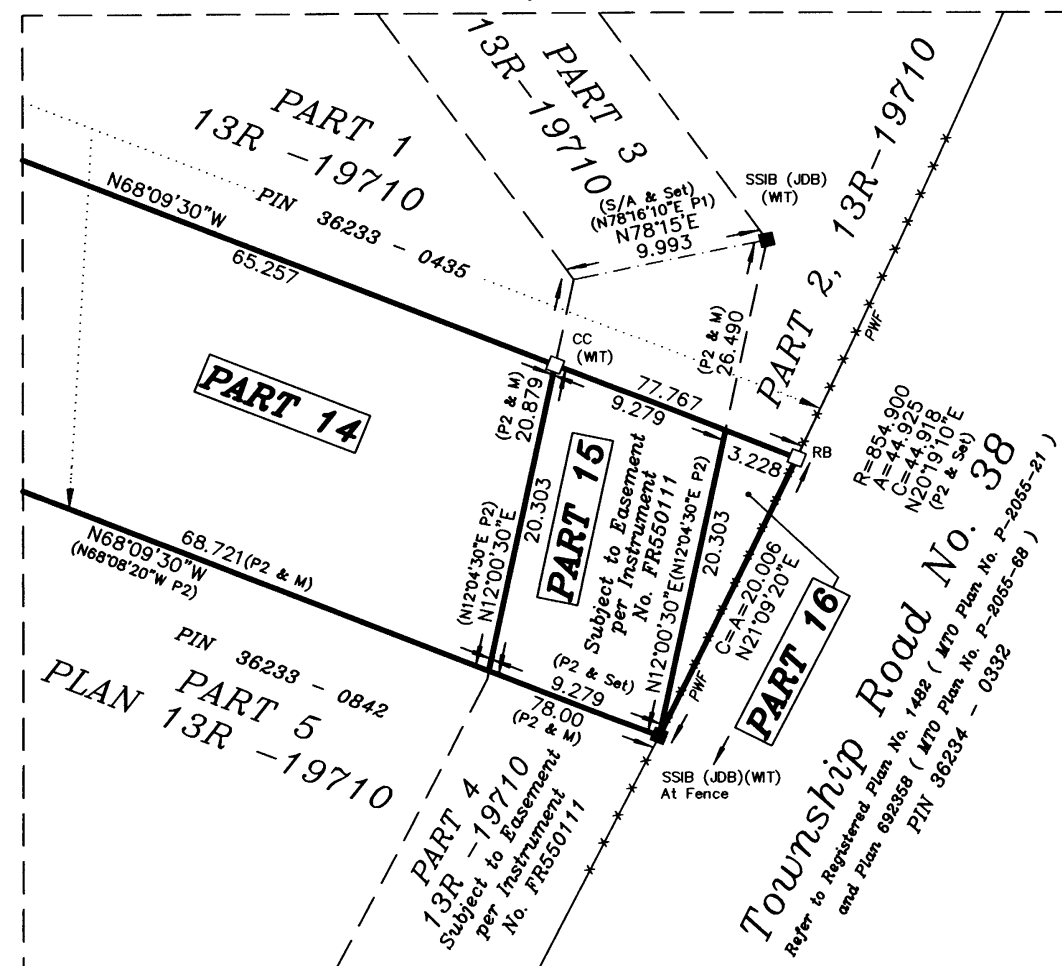
PART 1, PLAN 13R-19684
PIN 36233 - 0434

CONCESSION 10

PART 1, PLAN 13R-19710
PIN 36233 - 0435

PART 5, PLAN 13R-19710
PIN 36233 - 0842

Detail 'A' (Not to Scale)



I REQUIRE THIS PLAN TO BE
DEPOSITED UNDER THE
LAND TITLES ACT.

DATE: AUGUST 21, 2017

PHIL W. CHITTY
ONTARIO LAND SURVEYOR

PLAN 13R-2201

RECEIVED AND DEPOSITED

DATE August 22, 2017

Manna Linages
SIGNATURE

REPRESENTATIVE FOR THE
LAND REGISTRAR FOR THE
LAND TITLES DIVISION OF
FRONTENAC (No. 13)

SCHEDULE

PART	LOT	CON.	PIN No.
1	Part of 10	1	Part of 36233-0434 (LT)
2			
3			
4			
5			
6			
7			
8			
9			Part of 36233-0435 (LT)
10			
11			
12			
13			
14			
15			
16			

PARTS 2, 4, 6, 8, AND 15 ARE SUBJECT TO EASEMENT
PER INSTRUMENT No. FR550111

LEGEND:

SSIB'S PLANTED DUE TO INSUFFICIENT OVERBURDEN

- denotes Planted Survey Monument
- Found Survey Monument
- SIB Standard Iron Bar
- SSIB Short Standard Iron Bar
- IB Iron Bar
- IB# Iron Bar (round)
- RB Rock Bar
- RP Rock Post
- (WT) Witness
- (M) Measured
- (R.P.) Registered Plan
- (HP) Hydro Pole
- (1185) John F. Colts - O.L.S.
- (JDB) J. D. Barnes Ltd. - O.L.S.
- (P1) 13R-19684
- (P2) 13R-19710
- (ME) MacDonald Eberhardt Surveying Ltd. - O.L.S.
- PWF Post & Wire Fence
- OHW Overhead Utility Wires
- S/A Split Angle
- CC Cut Cross

OBSERVED REFERENCE POINTS (ORP'S) DERIVED FROM GPS
OBSERVATIONS USING PRECISE POINT POSITIONING (PPP) SERVICE,
UTM ZONE 18, NAD83 (CSRS) (1997.0)

POINT ID	NORTHING	EASTING
ORP A	4957512.92	366354.19
ORP B	4957603.44	366583.37

COORDINATES CANNOT, IN THEMSELVES BE USED TO
RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

BEARINGS ARE UTM GRID, DERIVED FROM MULTIPLE REAL TIME KINETIC
(RTK) OBSERVATIONS FROM MONUMENT "A" TO "B", UTM ZONE 18
(75° WEST LONGITUDE) NAD83 (CSRS) (1997.0)

FOR BEARING COMPARISONS, A ROTATION OF 1°12'00" CLOCKWISE WAS
APPLIED TO BEARINGS ON 13R-19712 & 13R-19684

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY
MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99979307

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES
AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:

- This Survey and Plan are correct and in accordance
with the SURVEYS ACT, the SURVEYORS ACT and the
LAND TITLES ACT and the REGULATIONS made under them.
- The SURVEY was completed on the 17th day of
August, 2017

HOPKINS CHITTY LAND SURVEYORS INC.

DATE: AUGUST 21, 2017

PHIL W. CHITTY - O.L.S.



Party Chief: TJ	Instrument: MK	Checked By:	Plan By: PWC
HOPKINS CHITTY LAND SURVEYORS INC. Ontario Land Surveyors www.hopkinschitty.com			
634-636 NORRIS COURT KINGSTON, ONTARIO K7P-2R9 Tel (613) 384-9566 Fax (613) 384-3513		PROJECT No. 2017-242 LOT 10, CONCESSION 1 TOWNSHIP OF OSO	



FRONTENAC



Report 2024-079

Council Information Report

To: Warden and Council
From: Kevin Farrell, Chief Administrative Officer
Prepared by: Susan Brant, Administrator
Date of meeting: July 17, 2024
Re: **Fairmount Home – Quarterly Update Activity Report**

Recommendation

This report is for information purposes only.

Background

The following information is an update regarding the activities at Fairmount Home ("Fairmount") from April 1, 2024, to June 30, 2024, as well as significant updates in July 2024.

Comment

Ministry of Long-Term Care – Incidents

During the period, there were seven critical incidents logged with the Ministry of Long-Term Care (MLTC), that were unrelated to outbreaks. Five critical incidents were related to alleged resident to resident abuse, one critical incident was related to alleged staff to resident abuse, and one critical incident was related to a resident fall with an injury.

Thank you to management and staff who were diligent in managing the incidents. The legislated reporting for these incidents has been completed as required to Kingston Police and the MLTC.

Ministry of Long-Term Care – Inspections

During the second quarter, there was one inspection in May 2024 regarding two of the above-mentioned resident to resident abuse critical incidents, that resulted in one written notification due to missing documentation in a resident's Dementia Observation System documentation.

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

Thank you to management and staff who worked professionally and cooperatively with the Ministry Inspectors.

Outbreak

During the second quarter, there was one acute respiratory illness outbreak declared by Kingston, Frontenac, Lennox & Addington (KFL&A) Public Health. The outbreak impacted seven (7) residents from June 3, 2024 – June 12, 2024.

Thank you to management and staff who were diligent in managing the outbreak. The legislated reporting was completed as required to the MLTC and KFL&A Public Health.

Ministry of Labour – Inspection

On June 10, 2022, the Ministry of Labour conducted a thorough audit for compliance with the Occupational Health and Safety Act. There were nine (9) contraventions identified including three (3) due to ladders leaning against walls in maintenance areas, two (2) related to light fixtures that were missing light covers in maintenance areas, one (1) related to water softener salt piled too high in a maintenance area, one (1) related to eye wash station covers, one (1) related to food/drink in a medication area, and one (1) related to a missing inspection sticker. All deficiencies were promptly rectified and reported to the Ministry of Labour.

Thank you to the management and staff who work professionally and cooperatively with the Occupational Health & Safety Inspector.

Sustainability Implications

Not applicable

Strategic Priority Implications

Not applicable

Organizations, Departments and Individuals Consulted and/or Affected

Fairmount Home Management Team



ALADACO

Agenda

- Introduction
- O. Reg. 25/23
 - Reporting Requirements
 - Prescribed Operation Type
- The Past Results
- The Present
- The Future
- Next Steps
- Questions

Ontario Regulation (O. Reg.) 25/23 Reporting Requirements

- Preparation of an ECDM Plan
- Approval of the ECDM Plan by the Senior Management
- A description of the results of previous activities
- A summary of annual greenhouse gas emissions for each of the prescribed operations
- The cost and saving estimates for the current and proposed activities and measures
- A description of any renewable energy generation facility operated by the County

O. Reg. 25/23 Reporting Requirements

Type of Public Agency	Buildings and Facilities Whose Operation is Prescribed
Municipality	1. Administrative offices and related facilities, including municipal council chambers. 2. Public libraries. 3. Cultural facilities, indoor recreational facilities and community centres, including art galleries, performing arts facilities, auditoriums, indoor sports arenas, indoor ice rinks, indoor swimming pools, gyms and indoor courts for playing tennis, basketball or other sports. 4. Ambulance stations and associated offices and facilities. 5. Fire stations and associated offices and facilities. 6. Police stations and associated offices and facilities. 7. Storage facilities where equipment or vehicles are maintained, repaired or stored. 8. Buildings or facilities related to the treatment of water or sewage. 9. Parking garages.

O. Reg. 25/23 Reporting Requirements: Frontenac Facilities

Admin Office/Senior Living Community:

Fairmount Home (FMT), Old House and Admin: 2069 Battersea Road, Glenburnie

Ambulatory Stations: The County of Frontenac has seven paramedic stations:

- Paramedic Station 1: 250 Palace Road, Kingston
- Paramedic Station 3: 1665 HWY 15 S, Kingston
- Paramedic Station 4: 10579 HWY 38, Parham
- Paramedic Station 6: 108A HWY 95, Wolfe Island
- Paramedic Station 7: 4264 Stagecoach Road, Sydenham
- Paramedic Station 8: 15405 Road 509, Robertsville
- Paramedic Station 12: 706 Fortune Crescent, Kingston

Past 5 Years Achievement: 2019 ECDM Plan Results

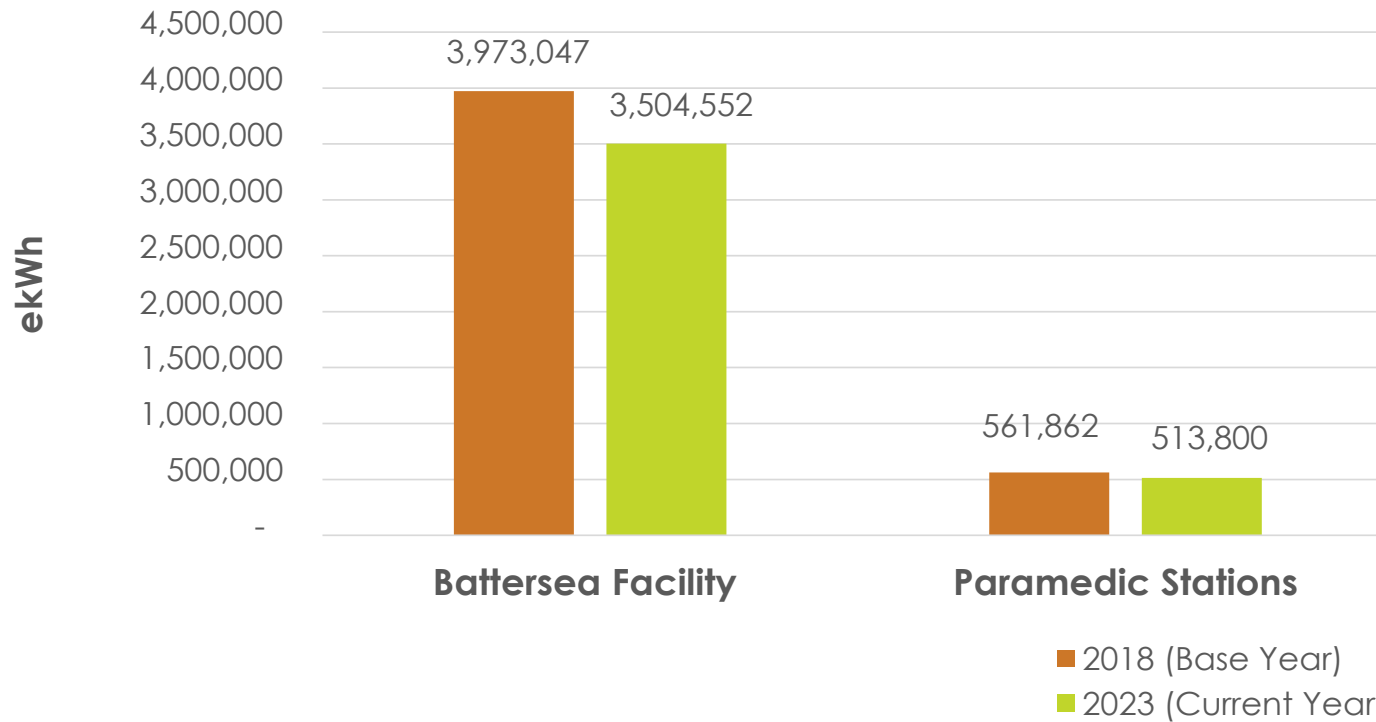
Year	ekWh (All Sources)	Total GHG Emissions (tCO ₂ e)	Percent Annual GHG Emissions Reduction
2018	4,534,905	553	Base Year
2019	4,314,390	528	4.6%
2020	4,080,691	472	10.0%
2021	4,024,315	465	1.4%
2022	4,034,020	462	0.5%
2023	4,016,915	427	6.4%
Total GHG emissions reduction between 2018 and 2023			23%

Savings Achieved in 2023 Compared to 2018

- Total energy saved: 517,900 ekWh or 11.4%
- Total GHG Emission Reduction: 126 tCO₂e or 23%
- Total Cost Savings about \$15k*

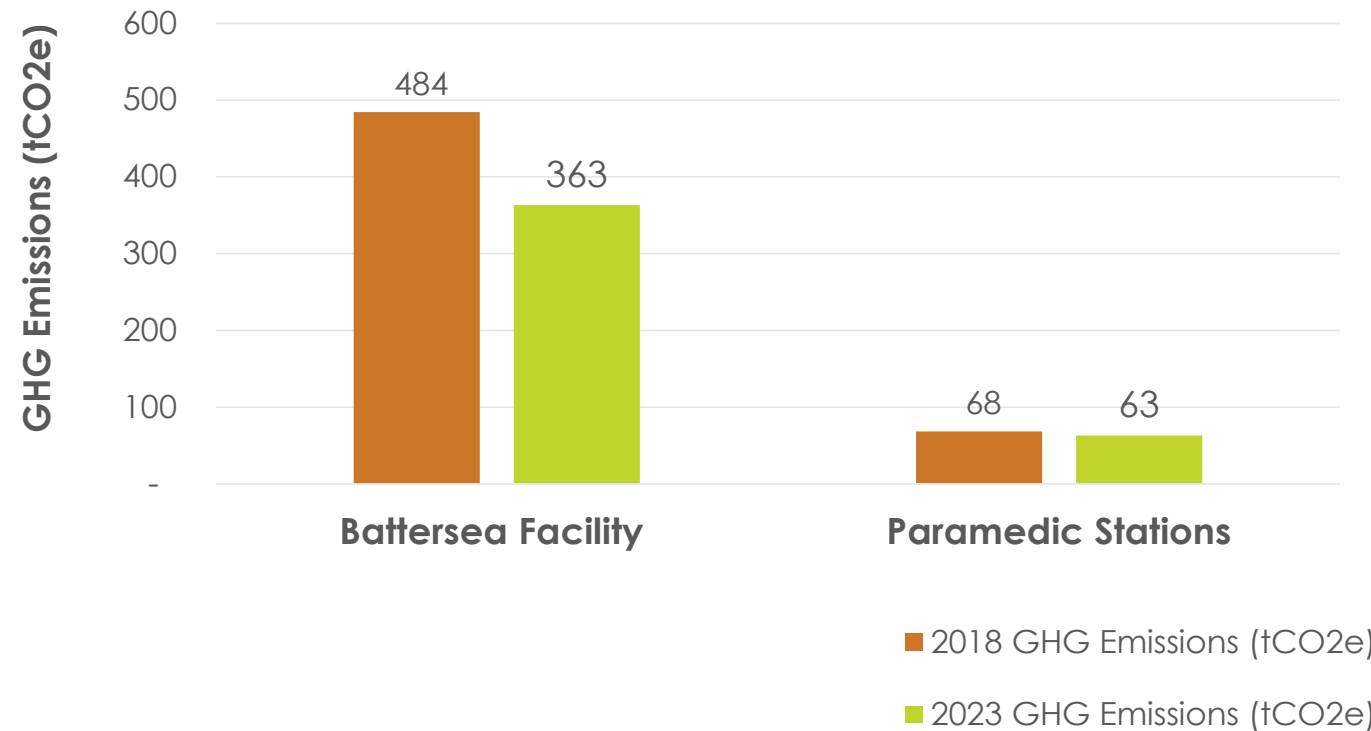
*See ECDM Plan Appendix C for energy rates used for each facility

The Past: 2019 ECDM Plan Results - Energy Usage



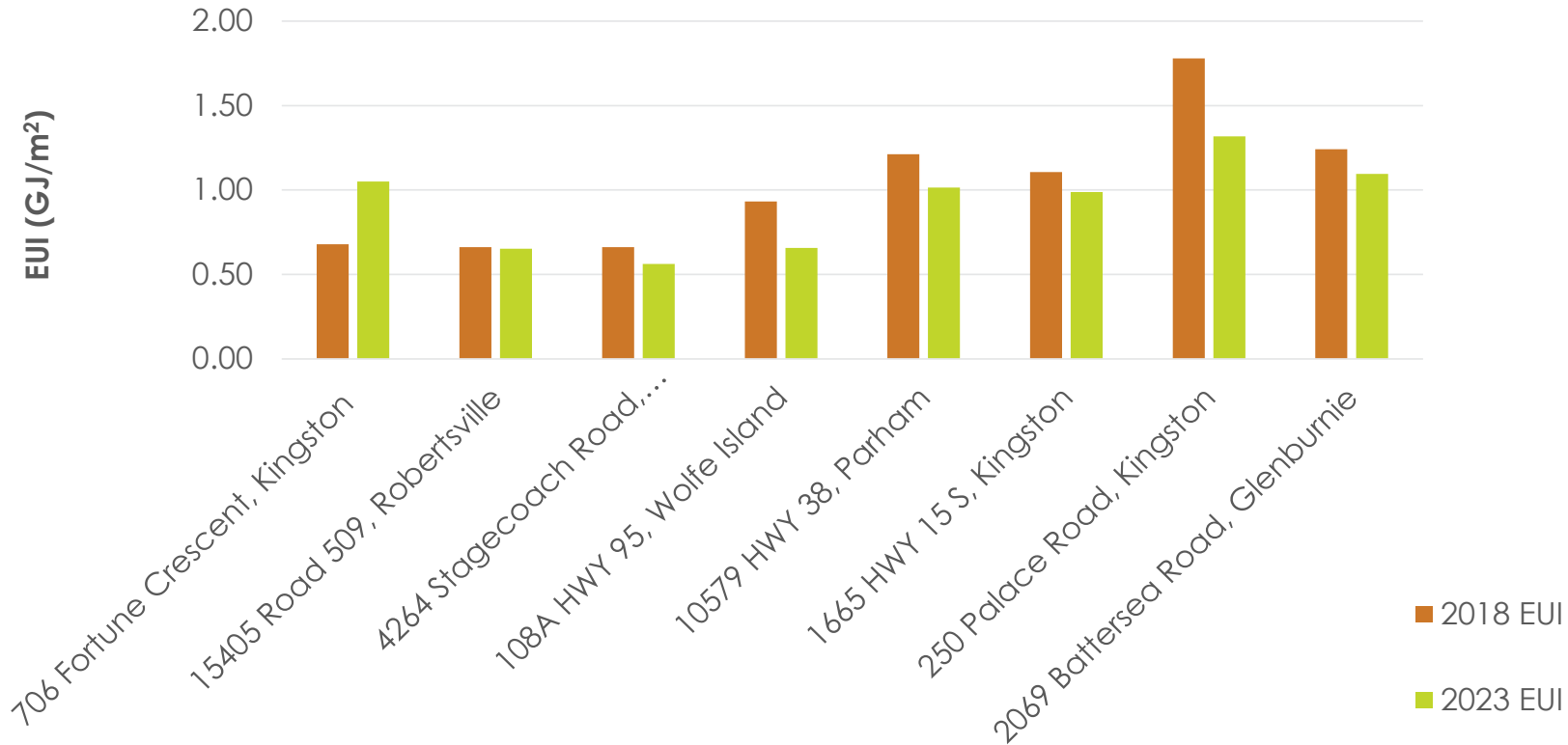
- Comparison of ekWh used in 2018 vs. 2023 by Operation Type

The Past: 2019 ECDM Plan Results - GHG Emissions



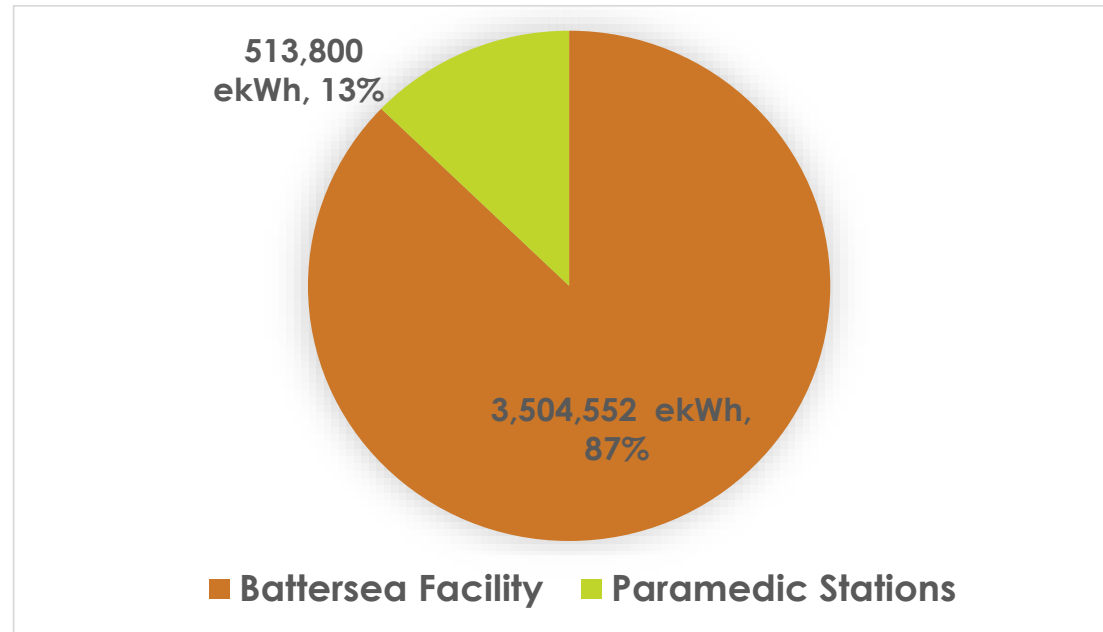
- Comparison of GHG Emissions (tCO2e) in 2018 vs. 2013 by Operation Type

The Past: 2019 ECDM Plan Results: Energy Usage Intensity

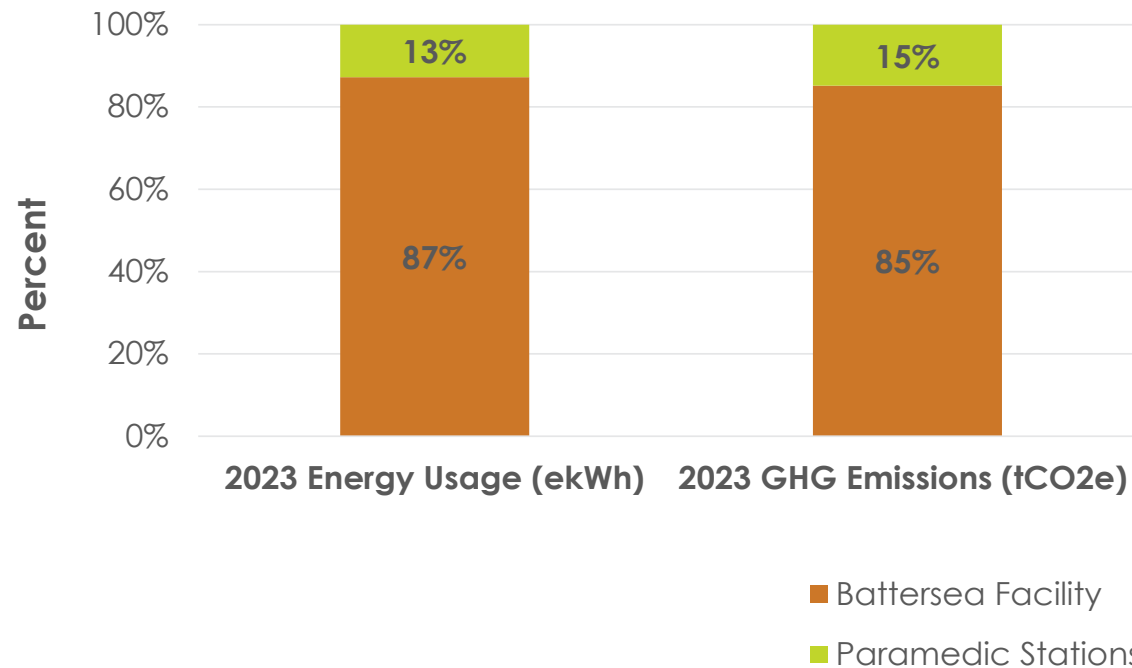


- Energy Usage Intensity (EUI) in 2023 vs 2018 for All Frontenac facilities

The Present: 2023 ekWh (All Sources) Based on Operation Type

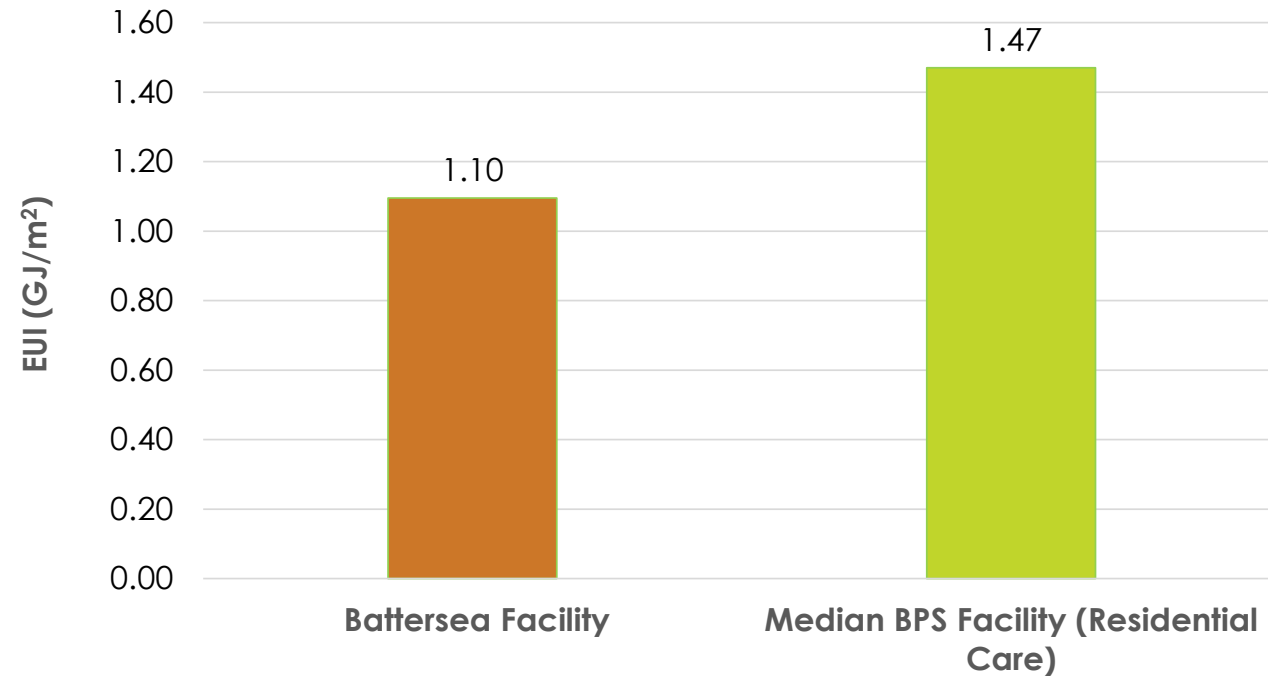


The Present: Energy Use and GHG Emissions in 2023

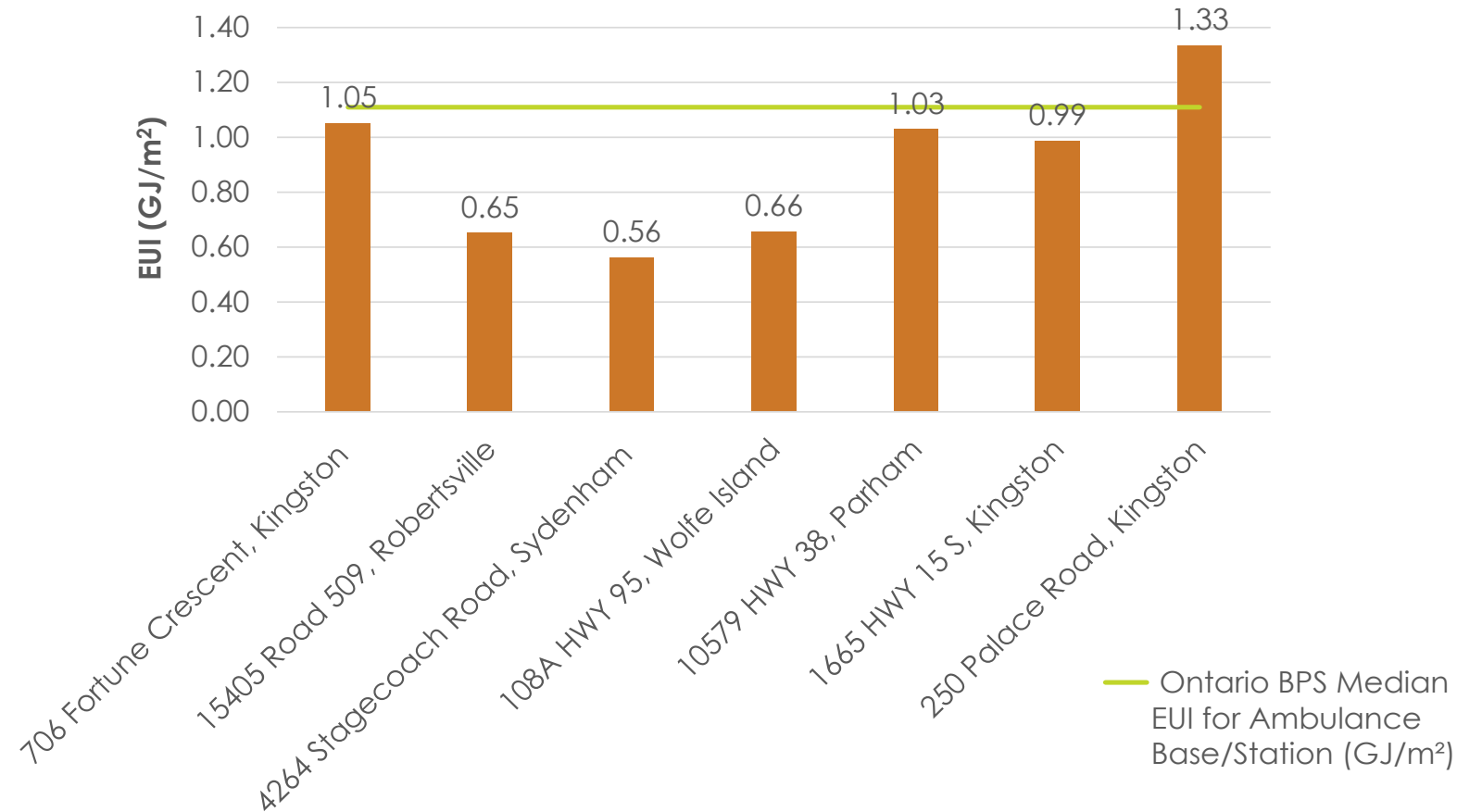


- Percent Energy Use (ekWh) and GHG emissions (tCO2e) for each of the prescribed operations in 2023

The Present: 2023 Benchmarking Results - Battersea Facility



The Present: 2023 Benchmarking Results - Paramedic Stations



The Future: Recommended ECMs: Battersea Facility

Energy Conservation Measures	ekWh Savings	Annual GHG Reduction	Cost Savings, \$	Implementation Year
Control mixed air dampers and balancing of AHUs	10,618	1.25	\$752	2024
Upgrade CFL to LED	22,811	0.7	\$2,350	2024
Night setback of temperature in municipal office areas using BAS	8,275	1.18	\$510	2025
Upgrade T8, T12, pot lights, exterior wall-mounted lights, HID track lights, emergency and exit lights to LED	76,005	2.3	\$7,828	2025
Gas-fired AHU-5 upgrade with a higher efficiency unit	4,000	0.12	\$412	2025
Incandescent and CFL to LED	17,910	0.5	\$1,845	2026
Replacement of one gas-fired DHW boiler with a gas-fired condensing boiler.	32,758	6.12	\$1,486	2027

The Future: Recommended ECMs: Paramedic Facilities

Facility Address	Energy Conservation Measures	ekWh Savings	Annual GHG Reduction	Cost Saving, \$	Implementation Year
250 Palace Road, Kingston	Upgrade T5, T8, CFL, HID, and wall-mounted fixtures to LED	7,826	0.23	\$1,049	2025
10579 HWY 38, Parham	Replacement of oil-fired furnace in the utility room with ASHP	17,974	5.72	\$2,304	2026
10579 HWY 38, Parham	Replacement of the oil-fired hot water tank in the furnace room with ASHP	3,558	1.13	\$456	2027
10579 HWY 38, Parham	Replacement of the oil-fired furnace in the furnace room with ASHP	14,042	4.47	\$1,800	2027
10579 HWY 38, Parham	Upgrade T8, CFL and emergency exit signs to LEDs	1,819	0.05	\$342	2026
10579 HWY 38, Parham	Exterior lighting upgrade	496	0.01	\$93	2028
10579 HWY 38, Parham	Insulate foundation wall	6,667	0.2	\$850	2026
4264 Stagecoach Road, Sydenham	Switch propane heat to ASHP	28,188	8.05	\$1,507	2026
4264 Stagecoach Road, Sydenham	Replace fluorescent/ CFL to LED lights	4,519	0.14	\$904	2026
15405 Road 509, Robertsville	Switch propane heat to ASHP	13,588	3.9	\$652	2026

Conclusion

The Past: The 2024 ECDM Plan report highlights the County's achievements from 2019 to 2023:

- Reduced energy consumption by 11.4%
- Reduced GHG emissions by 23%

The Present: 2023 energy consumption data for the County of Frontenac:

- 2,088,579 kWh in electricity
- 1,808,387 ekWh in natural gas
- 70,512 ekWh in propane
- 49,435 ekWh in fuel oil

Conclusion (Cont'd)

The Future: Additional actions to improve efficiency in facility operations & Identified ECMs to achieve further reductions:

- 6.7% reduction in energy consumption
- 8.4% reduction in GHG emissions (tCO₂e)

The established target for 2024-2028:

- 1% annual reduction in energy consumption compared to the 2023 baseline target

Achievable through

- Capital investment in ECMs
- Additional actions to improve efficiency in facility operations

Thank you.

Questions?





Report 2024-071

Council Recommend Report

To: Warden and Council of the County of Frontenac

From: Kevin Farrell, Chief Administrative Officer

Prepared by: Tyler Lalonde, Municipal Climate Intern
Jannette Amini, Manager of Legislative Services/Clerk

Date of meeting: July 17, 2024

Re: **Corporate Services – Approval of the County of Frontenac
Energy Conservation and Demand Management Plan**

Recommendation

Be It Resolved That the Council of the County of Frontenac approve the 2024 County of Frontenac Energy Conservation and Demand Management (ECDM) Plan attached to this report as Appendix A.

And Further That Staff bring back a report to Council for future considerations on how the County can implement the recommendations within the ECDM plan.

Background

In 2014, the County of Frontenac produced a comprehensive Energy Conservation and Demand Management (ECDM) Plan to satisfy its 2014 O. Reg. 397/11 obligations and meet its vision to reduce greenhouse gas emissions by its activities. In addition, Fairmount Home carried out an Audit ++ Report in 2008 that identified the typical energy assessment deliverables for Fairmount Home. Part of Ontario Regulation. 397/11 required that on or before July 1, 2019 and on or before every fifth anniversary thereafter, that public agencies update their ECDM's, including a revised forecast of the expected results of the current and proposed measures as well as actual results achieved. Although O. Reg. 397/11 was passed under the *Green Energy Act*, 2009 which was repealed in 2018, portions of the *Green Energy Act*, including the requirement for municipalities to have and update their ECDM's was incorporated into amendments made to the *Electricity Act*, 1998, specifically through O. Reg. 507/18.

In 2019, Red Squirrel Conservation Services was retained to carry out the Review. The objectives of the project were to update the current corporate Energy Conservation and Demand Management (ECDM) Plan and the Fairmount Home Audit ++ Report, resulting

in a comprehensive Energy Conservation and Demand Management (ECDM) Plan for the County of Frontenac as well as to meet the County's 2019 O. Reg. 507/18 obligations.

Comment

Through an RFP process, ALADACO Consulting Inc. was retained to carry out the 2024 ECDM project. ALADACO Consulting Inc. is a privately owned, customer-centric, energy services consulting firm centered on two primary areas of focus: conservation program design and delivery for system operators and utilities, and energy and carbon management services to help businesses improve their environmental and economic performance.

The objectives of the project were to update the current corporate Energy Conservation and Demand Management (ECDM) Plan for the County of Frontenac as well as to meet the County's 2024 O. Reg. 507/18 obligations. The Plan outlines the County of Frontenac's plans over the next five years (2024-2028) to manage and reduce energy consumption and greenhouse gas emissions across its facilities. The report summarizes an energy analysis of the County of Frontenac's facilities using utility data provided and prescribes measures to conserve energy and reduce greenhouse gas emissions.

In the 2019 ECDM, the County of Frontenac set an annual 1% Greenhouse Gas (GHG) reduction target. \$40,000 from the Modernization Fund was allocated towards achieving this annual reduction by implementing recommendations from the 2019 ECDM including conservation efforts and equipment upgrades. In 2024, the updated ECDM identified a 23% total GHG emissions reduction between 2018 and 2023, significantly exceeding the 2019 reduction target.

The deliverables for the Energy Conservation and Demand Management Plan include:

- a) A description of current and proposed measures for conserving and otherwise reducing energy consumption and GHG emissions and managing the County's demand for energy. This should include identifying human behaviours that contribute to energy consumption and steps or actions that can lead to energy reduction;
- b) A revised forecast of the expected results of the current proposed measures;
- c) A review of the actual results achieved over the last five years;
- d) A description of any proposed changes to be made to assist the County in maintaining its target of a 1% reduction per year;
- e) Best practices for tracking/monitoring energy consumption;
- f) Development of a five (5) year strategy that will move the County in the direction of the long-term targets. The five-year strategy shall consist of a work plan, milestones and a list of opportunities the County can reasonably accomplish along with the following information for each opportunity:
 - Initial cost and annual monetary savings;
 - Annual energy and GHG savings;
 - Identification of what departments will be impacted and how;

Recommend Report to Council

Corporate Services – Approval of the County of Frontenac Energy Conservation and Demand Management Plan
July 17, 2024

Page 2 of 3

- Key Performance Indicators (KPI's) and metrics to evaluate the performance of the opportunity;
- A description of what success will look like.

As part of the County's commitment to quality and quality improvement in all of its processes, with a focus on Lean/Six Sigma process improvement, the RFP required that the successful proponent identify human behaviours that contribute to energy consumption and steps or actions that can lead to energy reduction. The ECDM noted that human behaviors can significantly contribute to energy consumption in any facility. The report includes various recommended next steps including energy conservation and literacy training for staff and managers, offered through the Canadian Institute for Energy Training (CIET). The ECDM recommends that the County of Frontenac also consider the completion of a Greenhouse Gas (GHG) reduction audit to quantify and reduce a building or organizations carbon footprint. The Partners for Climate Protection program from ICLEI - Local Governments for Sustainability and the Federation of Canadian Municipalities is a free program that includes access to tools, networking, events, and informational resources to guide municipalities to take action against climate change by reducing emissions following a five-step framework including a Greenhouse Gas Inventory.

Strategic Priority Implications

The Strategic Plan identifies "Forces for Change: Highlights from the Situation Analysis"

It states the County is making strategic decisions within a general climate of uncertainty and change — in provincial/federal policy, funding and program expectations; economic and environmental trends; and changes in how we 'look after ourselves and our neighbours' as well as having a complete understanding of its revenues and expenditures to ensure County taxpayer interests are respected.

In addition, feedback conveyed a general, pragmatic desire for protection of the natural environment and a sense we should all 'do our part' in addressing impacts of climate change.

Priority 3.3 Continue to pursue collaborative opportunities to achieve service and cost efficiencies and other economies.

Financial Implications

There are no financial implications directly associated with this report. There are potential financial implications in the future based on the recommendations and next steps provided in the ECDM.

Organizations, Departments and Individuals Consulted and/or Affected

Sara Saunders, Manager of Environmental Services
Nancy Malette, Finance Clerk



ALADACO

Powering Progress with
Sustainable Solutions

Energy Conservation and Demand Management (ECDM) Plan

Prepared for: County of Frontenac

Submission Date: June 13, 2024

Revision Date: July 11, 2024

Aladaco Consulting Inc.

6-425 Hespeler Road, Suite 378
Cambridge, ON N1R 8J6

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Executive Summary

This Energy Conservation and Demand Management (ECDM) Plan outlines the County of Frontenac's plans over the next five years (2024-2028) to manage and reduce energy consumption and greenhouse gas (GHG) emissions across its facilities. This Plan is crafted in alignment with Ontario Regulation 25/23 (O.Reg. 25/23) requirements and aims to support The County's broader commitment to energy reduction and sustainability.

This report summarizes an energy analysis of The County of Frontenac's facilities and prescribes measures to conserve energy and reduce greenhouse gas emissions. The 2069 Battersea Rd., Glenburnie facility comprises the county's administrative offices, training space for Frontenac Paramedic Service (FPS), and the Fairmount long-term care home. This mixed-use facility consumes about 87% of energy in The County's asset mix. The County also has seven paramedic facilities, which accounted for the remaining 13% of The County's total energy usage in 2023.

The County of Frontenac, with its unwavering commitment to energy reduction and sustainability, has achieved significant milestones. At most of The County's facilities, there have been significant reductions in overall energy use, GHG emissions, and energy intensity values between the baseline year 2018 and the same metrics in 2023. The County has reduced GHG emissions by 23%, a remarkable feat that has surpassed its 2019 ECDM Plan target of reductions of 1% per year between 2019 and 2023.

For the forthcoming period (2024-2028), The County has set a 1% per year total GHG reduction target for its buildings relative to 2023 levels. The Plan outlines a series of future ECMs to achieve these targets. These future projects will be coordinated with existing capital renewal plans wherever possible to increase efficiencies and reduce upfront costs.

List of Acronyms

AHU – Air Handling Unit
ASHP – Air Source Heat Pump
BAS – Building Automation System
BPS – Broader Public Sector
BTUH – British Thermal Unit per hour
CFL – Compact Fluorescent Lamp
CIET – Canadian Institute for Energy Training
CO₂ – Carbon Dioxide
CO – Carbon Monoxide
COP – Coefficient of Performance
DHW – Domestic Hot Water
ekWh – Equivalent kilowatt-hour
ECDM – Energy Conservation and Demand Management
ECMs – Energy Conservation Measures
EUI – Energy Use Intensity
FCM – Federation of Canadian Municipalities
Ft² – Square Foot
GJ – Gigajoule
GJ/m² – Gigajoules per Metre Squared
GHG – Greenhouse Gas
HVAC – Heating, Ventilation, and Air Conditioning
HRV – Heat Recovery Ventilator
ICLEI – International Council for Local Environmental Initiatives
IESO – Independent Electricity System Operator
kW – kilowatt
kWh – Kilowatt Hour
L – Litre
LED – Light Emitting Diode

PCP – Partners for Climate Protection

RTU - Roof Top Unit

tCO₂e – Tonne (metric) of Carbon Dioxide Equivalent

VFD – Variable Frequency Drive

Introduction

The County of Frontenac (The County) engaged Aladaco Consulting Inc. ("Aladaco") to develop a 5-year (2024-2028) Energy Conservation and Demand Management (ECDM) Plan that is due on the County's website by July 1, 2024.

This ECDM Plan was developed following the requirements described in Ontario Regulation 25/23—Broader Public Sector: Energy Reporting and Conservation and Demand Management Plans, made under the Electricity Act (1998).

More generally, this ECDM Plan provides information about the past, present and future. Different buildings have unique use cases and characteristics, allowing for a more detailed review of energy and GHG performance and comparison to benchmarks on a like-for-like basis.

The Past: This section outlines the results of the ECDM Plan and the energy conservation projects implemented between 2018 and 2023.

The Present: This section provides insights into The County's achievements in energy and GHG reductions relative to the 2018-2023 ECDM Plan targets and outlines the 2024-2028 goals.

The Future: This section details the ECMs that will form the actions required for The County to achieve their energy reduction targets.

The energy consumption described herein is divided into four categories: electricity, natural gas, propane, and fuel oil. Electricity consumption is measured in kilowatt-hours (kWh), natural gas in cubic metres (m³), and propane and fuel oil in litres (l). Equivalent kilowatt-hours (ekWh) are the combined consumption of electricity, natural gas, propane, and fuel oil in a standard unit of energy.

The facilities assessed for potential energy conservation and greenhouse gas emission reduction included:

- Fairmount Home (FMT), Old House and Admin: 2069 Battersea Rd, Glenburnie
- Seven Frontenac Paramedic Services facilities:
 - Station 1: 250 Palace Road, Kingston
 - Station 3: 1665 HWY 15 S, Kingston
 - Station 4: 10579 HWY 38, Parham
 - Station 6: 108A HWY 95, Wolfe Island
 - Station 7: 4264 Stagecoach Road, Sydenham

- Station 8: 15405 Road 509, Robertsville
- Station 12: 706 Fortune Crescent, Kingston

The County of Frontenac also has a shared facility at 905 Woodbine Rd, Kingston. Since this facility is shared with the City of Kingston, and The County does not pay utility bills, it was excluded from the ECDM plan.

The County of Frontenac provided all utility/energy data to Aladaco. The utility/energy data used to prepare the report were not weather-normalized.

This document has been designed to be accessible and compliant with AODA (Accessibility for Ontarians with Disabilities Act) guidelines, ensuring that all readers can easily access and understand its content. The document includes clear language and structure in alignment with standards for accessible information. Graphs presented in this document are described in alternative text (alt-text), and their corresponding data tables will be made available upon request.

The Past: Implemented ECMs and Results

2019 CDM Plan Results

The County of Frontenac's 2019 CDM Plan has proven highly beneficial. Several energy efficiency projects recommended in the plan have been successfully implemented over the past five years. These initiatives have significantly contributed to reducing energy consumption and GHG emissions, improving lighting levels, enhancing the efficacy of HVAC equipment, and boosting the overall efficiency of The County's operations. As shown in Table 1, The County's 2018 Baseline was 4,534,905 ekWh, and the new Baseline in 2023 is 4,016,915 ekWh. The County's facilities experienced a 517,900 ekWh reduction in energy consumption which correlated to a 126 tCO₂e reduction in GHG emissions. This represented a total GHG emissions decrease of 23% in 2023 compared to the 2018 baseline levels. This trend is encouraging for The County, and with the continued implementation of energy conservation measures, these figures are anticipated to decrease further. The changes in energy consumption between 2018 and 2023 can be attributed to a combination of factors including the following:

- A portion of the decrease in energy usage between 2020 and 2023 can be attributed to the impact of COVID-19 on the use of the Battersea Road facility. The Administration Office was closed for extended periods of time and the Fairmount Home operated at a reduced capacity due to COVID-

19. The balance of the reduction can be attributed to implementation of several energy efficiency projects in the last five years.

- In June 2022, Fairmount Long-term Care Home installed portable air conditioners in each resident's and laundry rooms. Use of this equipment will increase electricity consumption at the facility.
- Between 2022 and 2023, The County Administration Office underwent renovations, including an expansion of the building. The use of equipment and tools on-site during this renovation would have contributed a temporary project-specific increase in energy consumption in 2022 and 2023.

Table 1 – 2019 ECDM Plan Facilities Energy Consumption: 2018 vs. 2023

Year	ekWh (All Sources)	Total GHG Emissions (tCO ₂ e)	Percent Annual GHG Emissions Reduction
2018	4,534,905	553	Base Year
2019	4,314,390	528	4.6%
2020	4,080,691	472	10.0%
2021	4,024,315	465	1.4%
2022	4,034,020	462	0.5%
2023	4,016,915	427	6.4%

Total GHG emissions reduction between 2018 and 2023 23%

The 666 Justus Dr. facility was included in the 2018 ECDM plan. However, The County has not renewed the lease for this facility. To accurately quantify the energy and GHG reductions achieved between 2018 and 2023, the consumption of the 666 Justus Dr. facility was removed from the 2018 baseline. The 2018 adjusted baseline is 4,534,905 kWh; this adjusted baseline usage was calculated from data for all fuel types provided by The County of Frontenac.

As shown in Figure 1, the Battersea facility accounts for approximately 87% of the total energy consumed by The County's buildings. As a result, it has been identified as having the most potential ECMs within this report.

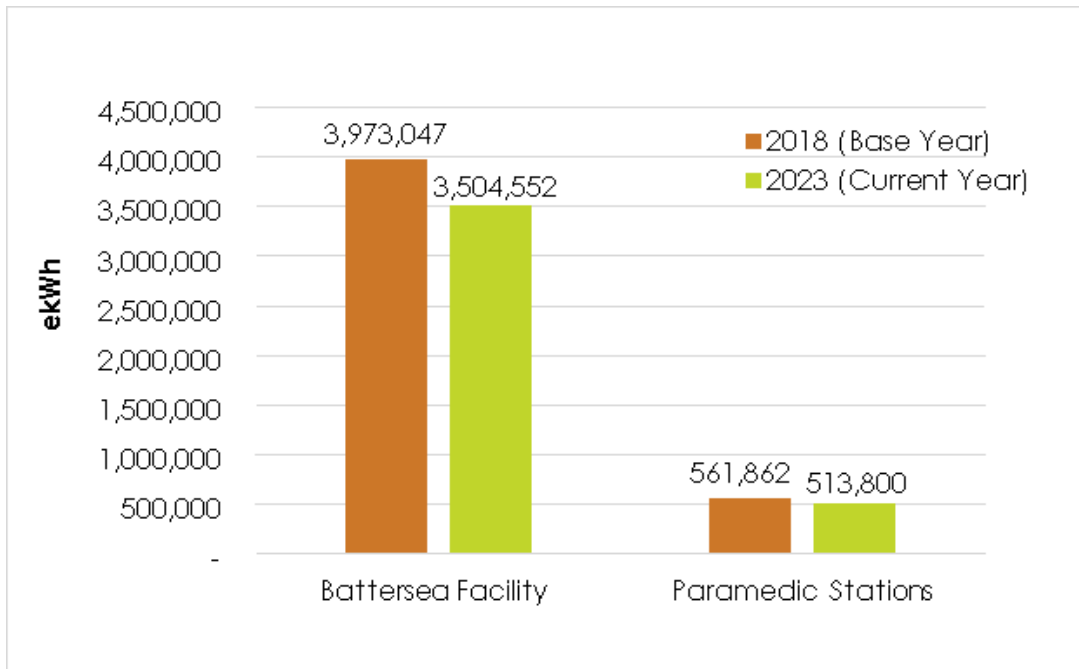


Figure 1 – Comparison of Total ekWh (Non-Weather Normalized) 2018 vs. 2023 for Frontenac Facilities

By targeting this building, The County can further reduce energy usage and operating costs, enhancing its overall efficiency and sustainability.

Figure 2 illustrates the Energy Usage Intensity (EUI) in GJ/m² at Frontenac facilities. All Frontenac Facilities show decreased EUI in 2023 compared to 2018, except for 706 Fortune Crescent, Kingston.

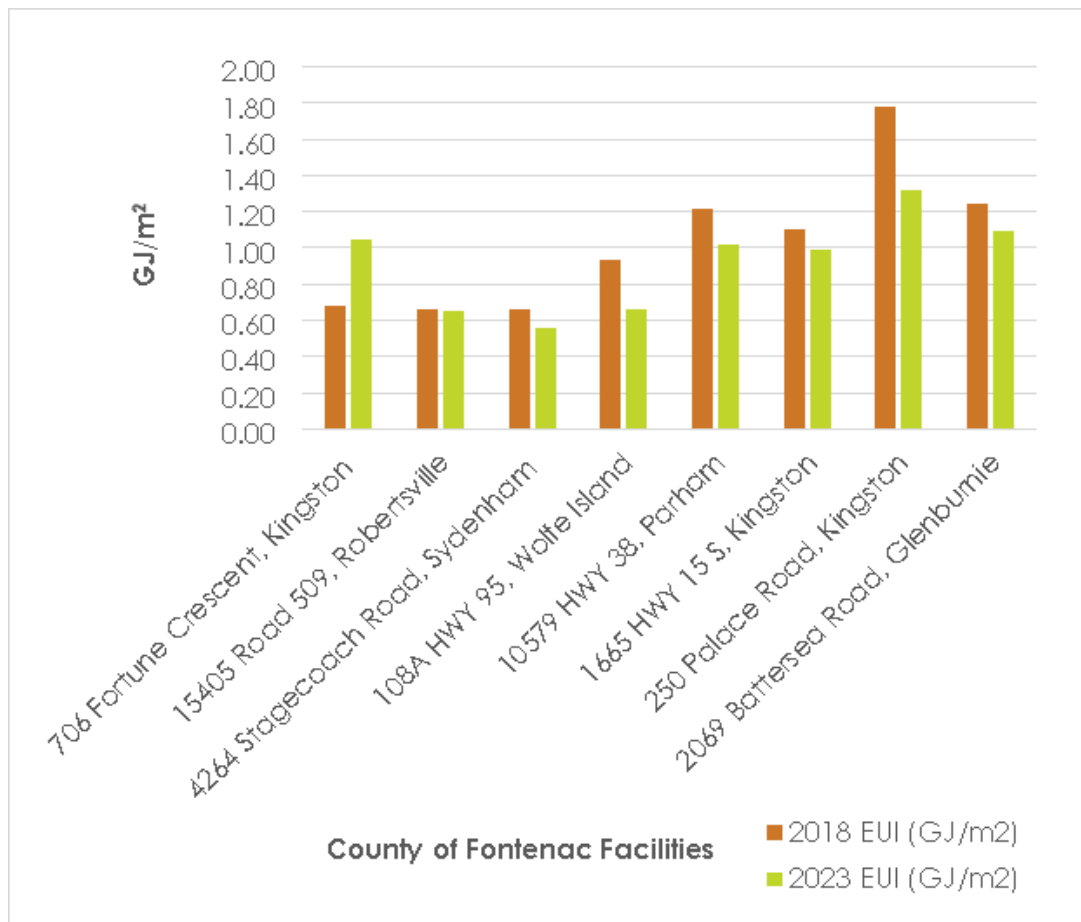


Figure 2 – Energy Usage Intensities (GJ/m²) 2018 vs. 2023

Energy Conservation Projects Implemented: 2018-2023

Aladaco Consulting has evaluated The County of Frontenac's performance relative to the 2019 CDM Plan. In collaboration with The County, Aladaco identified the projects completed since the issuance of the 2019 CDM Plan. Aladaco then calculated the energy savings and GHG reductions realized through the completion of these projects. In some cases, due to limited detail provided about the ECMs, estimation or assumptions were required to assign energy savings and GHG reduction values to the ECMs. These assumptions are stated.



Table 2 outlines The County's CDM initiatives over the past five years, showcasing the achieved energy savings and emissions reductions. These results are based on the previous energy CDM plan recommendations. While several projects identified in the 2019 CDM Plan have not yet been completed, the projects executed have yielded significant benefits. The remaining

valid projects from the 2019 CDM Plan have been carried forward and included in this report, ensuring ongoing progress toward The County's energy conservation goals.

Table 2 – County of Frontenac's 2018-2023 ECDM Initiatives

Facility	Opportunity	Electricity (kWh)	Natural Gas (m ³)	tCO ₂ e	Year Implemented
Fairmount Home (FMT), Old House and Admin	Install strip curtains on walk-in coolers and freezers.	7,692	-	0.2	2022

Facility	Opportunity	Electricity (kWh)	Natural Gas (m³)	tCO ₂ e	Year Implemented
Fairmount Home (FMT), Old House and Admin	Install ECM motors on cooler & freezer evaporator coils.	4,231	-	0.1	2019
Fairmount Home (FMT), Old House and Admin	Upgrade Lighting in Coolers and Freezer to LED	3,538.5	-	0.1	2022
Fairmount Home (FMT), Old House and Admin	Switch laundry to Ozone Cold Water System.	-	28,000	66	2023
Fairmount Home (FMT), Old House and Admin	RTUs and AHUs replacement with 100% outdoor air system with a heat recovery wheel	252,800	51,592	107.3*	2022-2023

* It is important to note that the RTU and AHU replacement with a 100% outdoor air system and a heat recovery wheel started in 2022 but has only been partially completed. As such, the total savings from this project have yet to be realized.

There were also savings achieved at some of the Paramedic facilities. These results could be due to implementation of some low cost and no cost measures identified for these facilities in the previous ECDM plan.

The Present: 2023 Baseline and Energy Performance Goals

2023 ECDM Plan Baseline

Table 2 from the previous section shows a reduction in energy consumption in 2023 compared to the 2018 Baseline. Figure 3 below is The County's energy consumption (in ekWh) for 2023, categorized by buildings' operation types. Total energy consumption by all Frontenac facilities is 4,016,915 kWh. Total GHG emissions from all utility and/or fuel types is 427 tCO₂e. As previously stated, about 87% (3,504,552 ekWh) of the energy consumption for all facilities is attributed to 2069 Battersea Road, Glenburnie facility, where The County's Fairmount Home (FMT), Old House, and Admin offices are located. Paramedic Facilities use about 13% of The County's total energy.

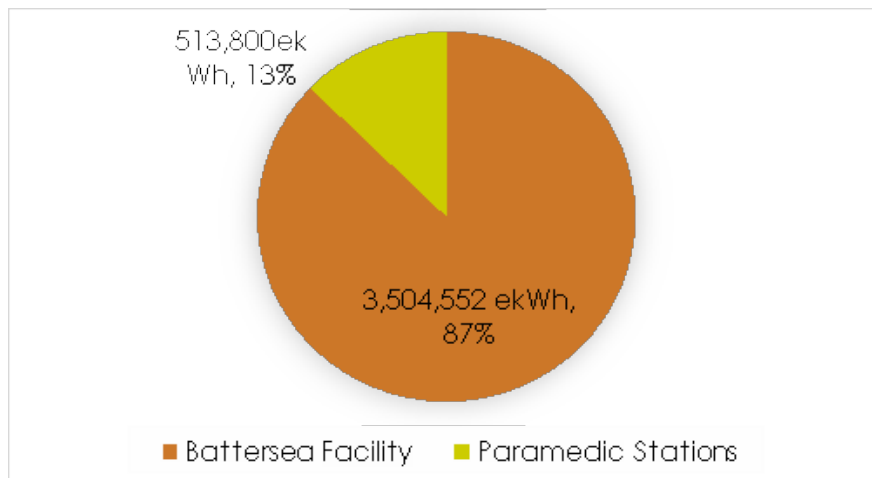


Figure 3 – Total ekWh in 2023 by Facility's Operation Type

Figure 4 further breaks down the energy usage (ekWh) by each facility. The County will continue energy efficiency initiatives at its facilities, prioritizing the 2069 Battersea Road facility, the largest contributor to energy usage.

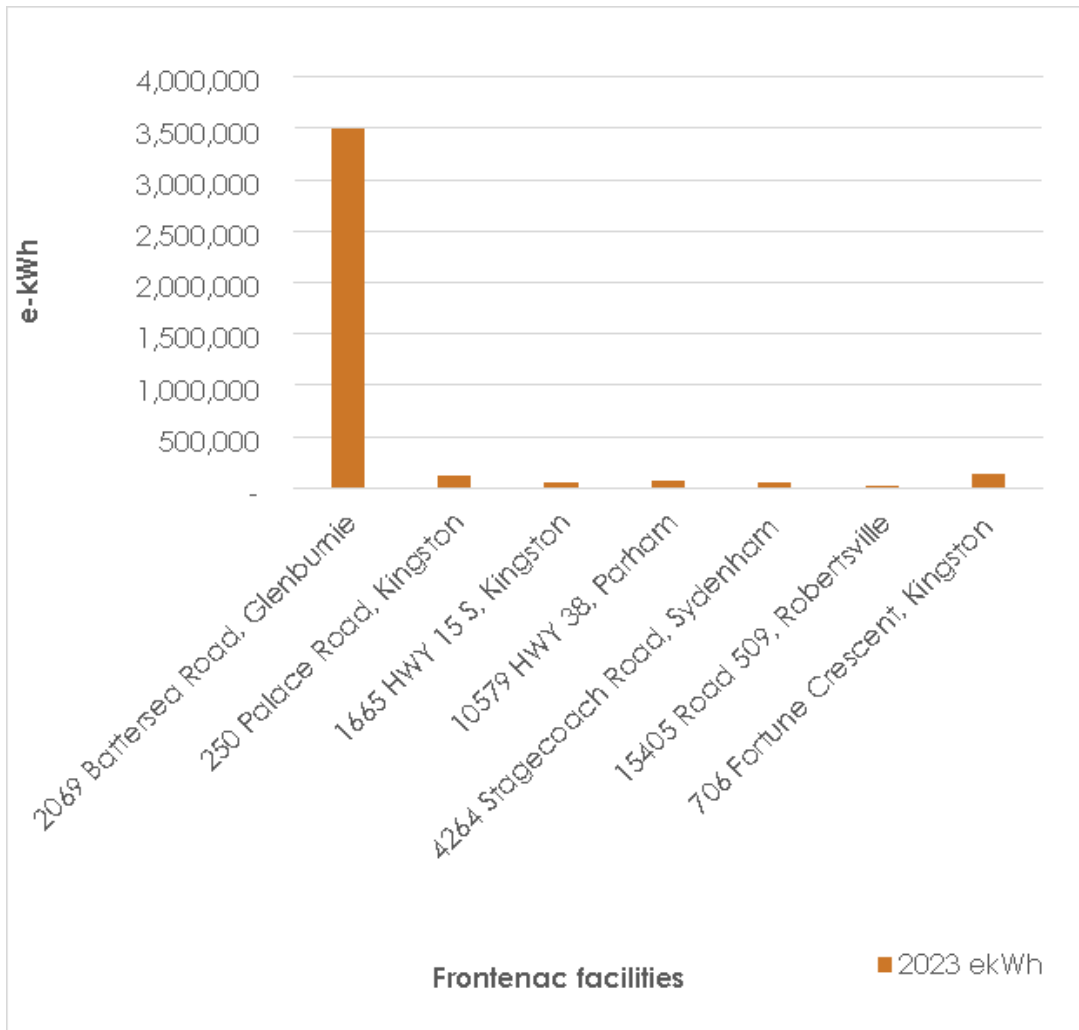


Figure 4 – Total 2023 e-kWh for each Facility (Non-Weather Normalized)

Figure 5 captures the Energy Usage Intensity (EUI) of Frontenac facilities in 2023. Station 1, located at 250 Palace Road in Kingston, has the highest EUI of 1.33 GJ/m², followed by an EUI of 1.10 GJ/m² for the facility located at 2069 Battersea Road in Glenburnie, which houses the Fairmount Home (FMT), Old House and Admin offices.

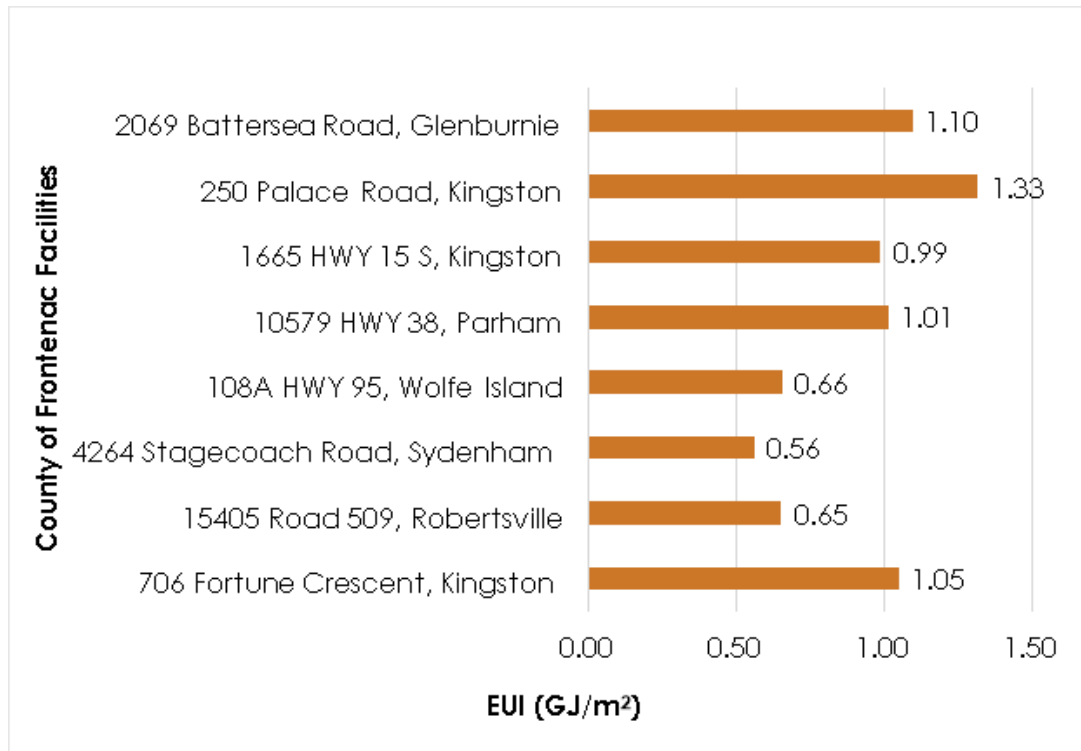


Figure 5 - Energy Usage Intensity (GJ/m²) of Frontenac Facilities in 2023

Table 3 details the facilities included within the 2023 baseline. This list is inclusive of all facilities required by Ontario Regulation 25/23 made under the Electricity Act, 1998. A more detailed version of

Table 3 is included within Appendix A – Facility List.

Table 3 – County of Frontenac's Facility List

Building Name	Address	Floor Area (ft ²)	Facility's Prescribed Operation per O. Reg. 25/23	Total Energy (ekWh)	Total GHG Emissions (tCO ₂ e)
Fairmount Home (FMT), Old House and Admin	2069 Battersea Road, Glenburnie	123,970	Senior Living Community/ Admin Office	3,504,552	363.4
Paramedic Station 1	250 Palace Road, Kingston	3,800	Ambulance Station	129,196	16.55
Paramedic Station 3	665 HWY 15 S, Kingston	2,360.5	Ambulance Station	60,192	1.81
Paramedic Station 4	10579 HWY 38, Parham	2,800	Ambulance Station	73,297	12.46
Paramedic Station 6	108A HWY 95, Wolfe Island	1,540	Ambulance Station	26,095	1.89
Paramedic Station 7	4264 Stagecoach Road, Sydenham	3,000	Ambulance Station	59,199	9.78
Paramedic Station 8	15405 Road 509, Robertsville	1,800	Ambulance Station	30,260	4.77
Paramedic Station 12	706 Fortune Crescent, Kingston	5,000	Ambulance Station	135,565	16.08

2024-2028 Energy Performance Goals

The primary goal of The County of Frontenac's 2023 ECDMP is to achieve a 1% reduction in GHG emissions per year.

The combined list of quantified ECMs identified in this report totals 36.05 tCO₂e in GHG reduction, representing an 8.4% reduction from the 2023 baseline GHG emissions total. These savings, in conjunction with the additional recommendations in the Next Steps section included in this plan, will result in sufficient GHG emissions reductions for The County to achieve its target. These emissions reductions will contribute to The County's broader sustainability goals and help combat climate change.

The Future: Steps to Success

The following sections detail the ECMs required for The County to achieve its energy reduction targets. Some of the ECMs included here were identified in the previous 2019 ECDM Plan but have not yet been implemented. If the projects are still viable, they are included in the following relevant sections. The County also provided information on other potential ECMs, which are included below.

ECM Methodology

The approach used to develop new ECMs for the County incorporates publicly available energy usage data, documentation from the County, information from the 2019 ECDM Plan, and input based on Aladaco's experience.

ECMs were identified through a detailed analysis of the information provided for each facility. Aladaco summarized retrofit projects by facility, including energy savings data provided. Where this information was not included in the previous ECDM plan or BCAs provided, energy savings estimates were derived by Aladaco based on savings observed in similar retrofits. These savings estimates were used in conjunction with Natural Resources Canada's Energy End Use Profiles¹ for comparable facilities in Ontario to provide a realistic projection of potential total savings values.

¹ National Energy Use Database, Natural Resources Canada.
https://oee.nrcan.gc.ca/corporate/statistics/neud/dpa/menus/trends/comprehensive/trends_com_on.cfm

Implementation costs were derived from the BCA documents wherever possible. In cases where this information was missing or did not align with our experience, Aladaco has estimated the implementation costs considering incremental costs observed in similar energy efficiency retrofit projects.

All ECMs recommended within this report should be considered as preliminary estimates only and further investigation is recommended prior to implementation.

Some of the common ECMs recommended within this section include:

- Replace Interior Lighting with LED: This recommendation proposes the replacement of all interior lighting with high-efficiency LED models. Many older fluorescent and CFL lamps use up to twice as much energy as modern LED lamps. These retrofits are generally low cost, easy to implement, and improve lighting levels within a facility.
- Replace Electric or Fossil Fuel heating source with Heat Pumps: At a variety of facilities, we have recommended the replacement of the current heating source with modern, high efficiency heat pumps. Heat pumps have become a more viable heating alternative as the technologies have improved in their cold weather performance. Many heat pumps perform well at temperatures as low as -10° C and can be equipped with back-up heating elements to support even lower temperatures. Heat pumps are generally 2 to 3 times more efficient at delivering heat than conventional systems and can greatly impact the overall energy use of a facility. Due to the complexity of retrofitting HVAC systems, it is strongly recommended that further investigation be conducted at each facility before implementing a heat pump retrofit.

Fairmount Home (FMT), Old House and Admin

This building, located at 2069 Battersea Road in Glenburnie, is a multi-use facility. The Battersea Road facility consists of Fairmount Long Term Care Home, the County administrative offices, and the Frontenac Paramedic Service (FPS) training space. The Fairmount Home is a two-storey building with a partial basement. The building is a long-term care facility with two floors of resident units (128 beds), dining facilities, a salon, activity rooms, therapy and spa rooms and an auditorium. The 128 beds, in four wings, comprise 64 private units, 36 semi-private and 28 basic units.

These facilities are served by a standard heating system and a single electrical meter account, so they have been treated as a single facility for this report. The mixed-use nature of this facility makes finding a close benchmark for comparison somewhat challenging. Since most of the area served by this account is for Long-term care, this facility was benchmarked against BPS Median Residential Care facilities. This comparison is shown in Figure 6. The Median BPS Residential Care Facility EUI is 1.47 GJ/m². The 2069 Battersea Road facility has an EUI of 1.1 GJ/m², significantly lower than the Median BPS Residential Care Facility value, indicating it is operating efficiently.

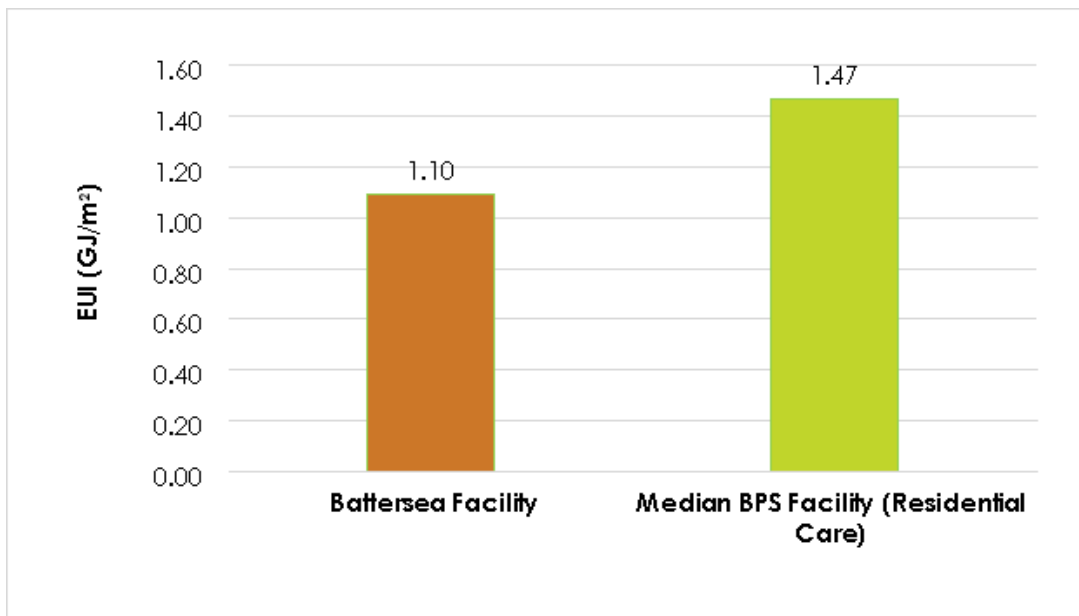


Figure 6 – 2023 Benchmarking of 2069 Battersea Road to Median BPS Facility

The following ECMs were identified for implementation at 2069 Battersea Road.

Table 4 – Summary of ECMs for Fairmount Home (FMT), Old House and Admin

Measure	Annual GHG Reduction (tCO ₂ e)	Annual Cost Savings	Estimated Capital Cost
Reconditioning and balancing AHU units, removing excess exhaust air heating & setting	1.25	\$752	\$3,000

Measure	Annual GHG Reduction (tCO ₂ e)	Annual Cost Savings	Estimated Capital Cost
control for mixed air dampers			
Night setback of temperature in Municipal office areas using BAS	1.18	\$3,200	\$3,000
Upgrade from fluorescent, HID and CFL Lights to LEDs	3.5	\$12,023	\$304,750
Replace gas-fired hot water boiler for DHW in the boiler room with a condensing boiler	6.12	\$1,489	\$45,000
Replace gas-fired AHU-5 with a higher efficiency unit	0.12	\$412	\$100,000

Lighting Retrofit:

The County is considering several lighting retrofits/upgrades between 2024 and 2025. Many light fixtures throughout the building are in poor condition and previous audits identified the opportunity for a large-scale LED upgrade. This upgrade will include the replacement of wall-mounted CFL light fixtures and HID pot lights installed in the residents' rooms, fluorescent T12 light fixtures installed in service rooms, HID track lights installed in the general store, fluorescent T8 light fixtures of various sizes, exit signs and emergency lights located throughout the building. Details of the breakdown of the lighting measures and their savings and cost estimates can be found in Appendix B of this document.

The County provided the estimated capital cost of the lighting upgrade project. Based on Aladaco's experience, an interior lighting retrofit project payback is usually 1-3 years. The costs allocated by The County to complete their lighting upgrade seem too high. Further investigation of the costs could improve the project payback.

Control Mixed Air Dampers and Balancing of the AHU Units:

The county replaced its RTUs in 2022. They are currently facing some issues

related to the heat recovery wheel. In 2024, reconditioning and balancing all the units and setting the control of mixed air dampers will be conducted, and it is expected to save both natural gas and electricity.

Night Setback of Temperature in Municipal Office Areas:

The municipal offices at Fairmount are unoccupied outside of regular business hours. While they lack mechanical ventilation that can be powered down, the heating setpoint can be lowered in winter, and the cooling setpoint raised in summer. Implementing a 'smart' control algorithm that adjusts the temperature set-back times can achieve significant savings. The County is considering implementing this measure since they have digital thermostats that can be programmed.

Replacement of gas-fired hot water boiler with a condensing boiler:

The County is considering replacing one of the four gas-fired hot water boilers that supply the DHW. The hot water boiler to be replaced is Lochinvar boiler model No. CBN0985, capacity of 985,000 BTUH. The building also has a steam boiler with a capacity of 450,000 BTUH. Replacement of the hot water boiler with a condensing boiler or ASHP is recommended.

Gas-Fired Air Handling Unit:

As indicated by the County, one gas-fired air handling unit with cooling (AHU-5) is located on the building addition roof on the Southwest side and is in very poor condition. The unit is manufactured by 'Trane', model no. GRAA70GGLFQNL701B500V, serial no. L03C03802, with an input capacity of 700,000 BTUH and an output capacity of 560,000 BTUH with 20 tons of cooling. The unit is approaching the end of service life. Replacement of this AHU is an opportunity to install a more efficient unit to achieve energy savings and reduce GHG emissions.

Paramedic Stations

The County of Frontenac has seven paramedic stations:

- Station 1: 250 Palace Road, Kingston
- Station 3: 1665 HWY 15 S, Kingston
- Station 4: 10579 HWY 38, Parham
- Station 6: 108A HWY 95, Wolfe Island
- Station 7: 4264 Stagecoach Road, Sydenham

- Station 8: 15405 Road 509, Robertsville
- Station 12: 706 Fortune Crescent, Kingston

All seven paramedic facilities were benchmarked against the Median BPS Ambulatory Station data, as this was the closest facility archetype available in the BPS data file. As shown in Figure 7, Frontenac's paramedic stations have similar or lower EUIs than the Median BPS Ambulance Station EUI of 1.11 GJ/m², except 250 Palace Road, Kingston, which has an EUI of 1.33 GJ/m².

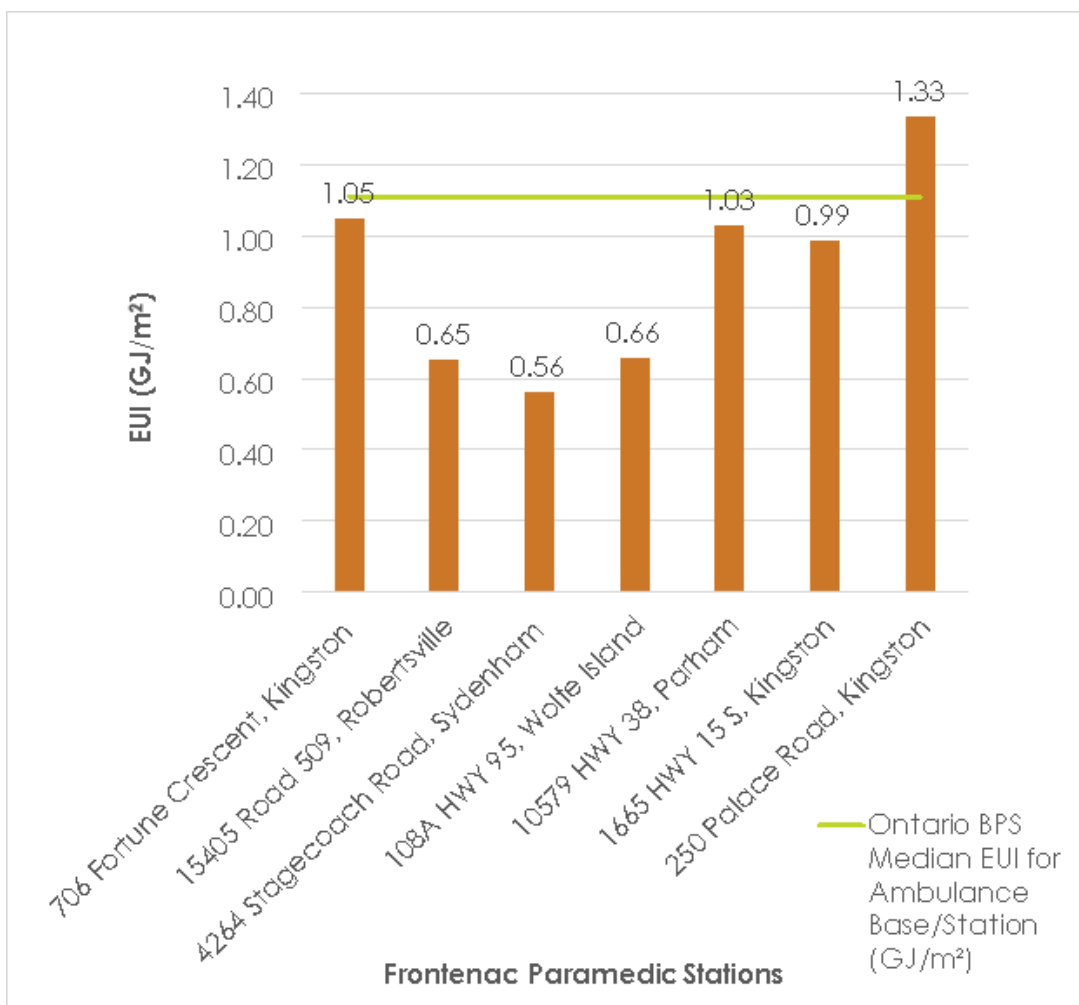


Figure 7 – 2023 Benchmarking of Frontenac Paramedic Facilities to Ontario Median BPS Ambulance Station

Paramedic Station 1: 250 Palace Road, Kingston

Paramedic Station 1 is situated at 250 Palace Road in Kingston. This large station has the highest EUI (1.33 GJ/m²) of all the paramedic stations in the County's building portfolio, exceeding the benchmark EUI of 1.11 GJ/m² for this type of building. It could be due to this facility's dual function as both a paramedic base and an operations site that houses logistical elements.

An analysis from previous audits indicated that the leading cause of the high EUI at Palace Road is natural gas consumption, not electrical load. It was recommended to review the following possible issues to determine the cause of high natural gas usage:

- Air Handlers could be introducing excess outside air.
- The HRV may not be operating correctly to preheat incoming fresh air.
- The bay doors could be open more frequently or longer than at other stations.
- The heating setpoint could be too high.
- The RTU's gas burner could malfunction and run inefficiently.

The County is considering several lighting replacement projects at this facility, including converting T5, T8, CFL, and HID-type fixtures to LEDs. Appendix B provides a breakdown of the fixtures and associated savings.

Table 5 – Summary of Paramedic Station 1: 250 Palace Road ECMs

Measure	Annual GHG Reduction (tCO ₂ e)	Annual Cost Savings	Estimated Capital Cost
Lighting upgrade (conversion of T5, T8, CFL, HID, and wall-mounted fixtures to LEDs)	0.05	\$1,647	\$17,300

Paramedic Station 3: 1665 HWY 15 S, Kingston

Paramedic Station 3 is located at 1665 HWY 15 S in Kingston. This building uses a heat pump for space heating and does not consume gas or propane. Its EUI is 0.99 GJ/m², which is slightly lower than the Median BPS Fire Station EUI of 1.01 GJ/m². It also has low GHG emissions of 1.81 tCO₂e. No ECMs were identified for implementation at this facility.

Paramedic Station 4: 10579 HWY 38, Parham

Paramedic Station 4 is located at 10579 HWY 38 in Parham. Table 6 includes some of the recommendations for energy conservation measures.

Table 6 – Summary of Fire Station 4 ECMs

Measure	Annual GHG Reduction (tCO ₂ e)	Annual Cost Savings	Estimated Capital Cost
Replace the oil-fired furnace in the utility room with ASHP	5.72	\$2,304	\$18,000
Replace the oil-fired hot water tank in the furnace room with ASHP	1.13	\$456	\$8,000
Replace the oil-fired furnace in the furnace room with ASHP	4.47	\$1,800	\$18,000
Lighting upgrade (conversion of T8, CFL and Emergency Exit signs to LEDs)	0.07	\$435	\$11,500
Insulate Foundation Wall	0.2	\$850	\$2,500

Lighting upgrade: The County plans to upgrade its lighting fixtures, such as T8, CFL, and Emergency Exit signs, to LEDs. Appendix B provides more details on the lighting upgrade.

Replace the oil-fired furnace with ASHP: This facility has two oil-fired furnaces with capacities of 110,000 BTUH and 86,000 BTUH. The oil-fired furnace (model no. OHB6-F097-13--5/BHF-6, serial no. D0303V355124, with an input capacity of 110,000 BTUH) in the utility room should be replaced with ASHP.

Replace the oil-fired hot water tank with ASHP: The oil-fired hot water tank in the furnace room (manufactured by Brock, model No. CM032-II, serial no.

SD071664896, with a capacity of 50 US gallons and 70,000 BTUH heating) should be replaced with ASHP.

Replace the oil-fired furnace with ASHP: The oil-fired furnace in the furnace room (manufactured by Clare, model no. OLB5-F059-085-3/BLF-5, serial no. 227154, with an input capacity of 86,000 BTUH) should be replaced with ASHP.

Insulate Foundation Wall: This measure and its associated savings were recommended in the 2019 ECDM plan. The plan indicated that the savings assume that the heating has been upgraded to ASHP. Since the County is still using fuel oil for heating, higher savings can be realized by implementing this measure.

Windows Replacement: The County plans to replace the windows at the Parham facility at the EMS base, slightly reducing energy consumption. The estimated cost for this project is \$9,000.

Paramedic Station 6: 108A HWY 95, Wolfe Island

Paramedic Station 6 is located at 108A HWY 95 in Wolfe Island. It includes two buildings: a garage/lounge shared with the municipal fire service and a paramedic lounge/office. No recommendations were made for this station since it is no longer an active facility, and The County does not own the building.

Paramedic Station 7: 4264 Stagecoach Road, Sydenham

Paramedic Station 7 is located at 4264 Stagecoach Road in Sydenham. This station is relatively new, and its systems are in good condition. The 2019 ECDM plan recommendation of switching from Propane heat to AHSP still applies to this facility. The following

Table 7 provides the updated GHG reduction amount from the 2023 baseline fuel usage conversion and some upgrade recommendations for this facility.

Table 7 – Summary of Paramedic Station 7 ECMs

Measure	Annual GHG Reduction (tCO ₂ e)	Annual Cost Savings	Capital Cost Estimate

Switch station 7 from propane heat to ASHP	8.05	\$1,507	\$18,000
Replacement of Fluorescent/ CFL with LED lights	0.14	\$904	\$14,550

Replacement of the propane heating with ASHP: Upgrading Propane-based heating to ASHP can save significant GHG for this facility.

Lighting upgrade: The County is considering replacing fluorescent, CFL, and exit signs with LED lighting in the next few years. Appendix B provides a breakdown of the fixtures and their savings.

Paramedic Station 8: 15405 Road 509 in Robertsville

Paramedic Station 8 is the newest of Frontenac County's stations, located at 15405 Road 509 in Robertsville. The 2019 ECDM plan recommendation of switching from Propane heat to AHSP is still valid. The following table provides the updated GHG reduction amount from the 2023 baseline fuel usage conversion.

Table 8 - Summary of Paramedic Station 8 ECMs

Measure	Annual GHG Reduction (tCO ₂ e)	Annual Cost Savings	Estimated Capital Cost
Switch Station 8 from propane heat to ASHP	3.9	\$652	\$18,000

Paramedic Station 12: 706 Fortune Crescent, Kingston

Paramedic Station 12 is located at 706 Fortune Crescent in Kingston. This large facility comprises a three-bay garage, supplies storage, repair workbenches, and an equipment washing station. At the front are offices and a small kitchen. Domestic hot water is heated with electric resistance, and garage heating is accomplished with overhead gas unit heaters. As the 2019 ECDM report indicates, some operational opportunities may exist, and a simple walk-through energy audit to conduct further investigation is recommended.

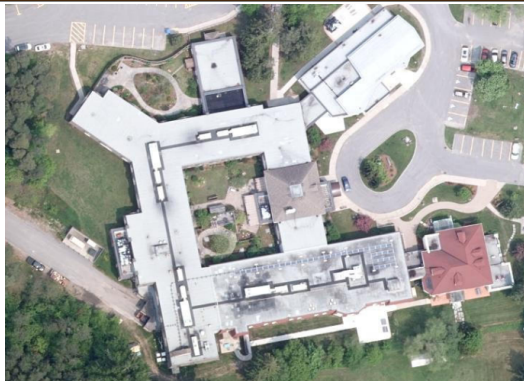
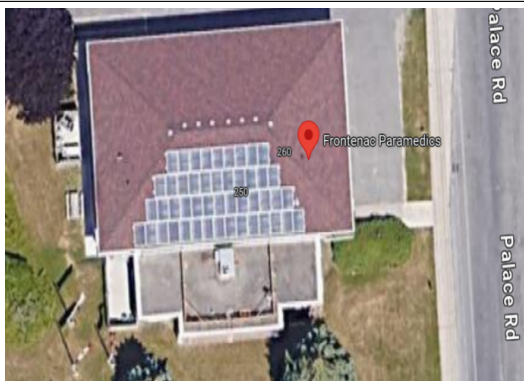
Pumping Stations

The County does not own any pumping stations.

Renewable Energy

The County of Frontenac has three facilities with installed solar panels, which are listed in Table 9 below. These installations provide a source of renewable, clean energy for The County. Aladaco estimated the total kW generated by solar panels for each facility by assuming that each panel would generate a Peak electricity supply of 0.2 kW. Typically, these panels generate about 1000 kWh of electricity annually per installed kW.

Table 9 – Facility Solar Generation Data

Address	Picture of the Facility	Size (kW)	kWh
Fairmount Home: 2069 Battersea Road, Glenburnie		8	8,000
Paramedic Station 1: 250 Palace Road, Kingston		9.6	9,600

Address	Picture of the Facility	Size (kW)	kWh
Paramedic Station 07: 4264 Stagecoach Road, Sydenham		10.4	10,400

Note: The County acknowledges that it does not have any data for electricity produced (on an annual basis) for each installation, and the amount of financial credit generated by these installations was not available either. Therefore, these details are not included in this report. As the data becomes available, The County will either update this section of the report or include the data in a subsequent ECDM Plan.

Recommended Next Steps

Human Factors to Reduce Energy

Human behaviours can significantly contribute to energy consumption in any facility. As noted in the 2019 ECDM report, some lights and coffee makers are ON 24/7, garage doors at some facilities were open longer than may be required, and some of the control systems were overridden by users. These are opportunities for energy savings through behaviour change. Increasing awareness and knowledge of The County's staff will be crucial to achieving operation savings through human factors. Funding available through IESO incentive programs may cover a significant portion of training costs. Several staff and management training options are also included here. For details on the course pricing and IESO incentives, see Appendix D.

List of course recommendations for Facility Managers (CIET Offerings):

- Certified Energy Manager
- Planning and Selecting GHG Reduction Projects
- Making the Case for Energy Management Projects
- Building Automation Systems Essentials

List of courses recommended for Building Operators (CIET Offerings):

- Energy Efficiency for Building Operators & Maintenance Staff (EEBO)
- Existing Building Commissioning Essentials

Additional courses offered by KnowEnergy:

- Dollars to \$ense Energy Management Workshops
- Energy Efficiency Building Operations (EEBO)

Link to the CIET website: <https://cietcanada.com>

Link to the IESO's website: <https://saveonenergy.ca/Training-and-Support/Training-Courses>

Energy Tracking and Monitoring System

Implementing an energy tracking and monitoring system in a long-term care facility involves integrating several vital components to enhance energy efficiency, reduce operational costs, and improve sustainability. Smart meters provide real-time data on energy use while Building Energy Management Systems (BEMS) offer centralized control over HVAC, lighting, and other systems.

Sub-metering allows for detailed monitoring of specific areas or systems within the facility, and smart plugs and sensors track individual appliance usage, providing insights into high-energy-consuming devices. Energy monitoring software and dashboards collect and analyze data from these devices, providing real-time monitoring, historical data analysis, area-specific insights, cost analysis, automated controls, alerts, and energy-saving recommendations. To implement this system, the facility must assess its needs and objectives, select compatible devices, and ensure professional installation for accurate and safe monitoring. Configuring the monitoring software and training staff on its use are essential steps, followed by regular data review and system optimization. Ongoing maintenance and software updates are necessary to maintain accuracy and functionality. The long-term benefits of this system include significant cost savings, enhanced sustainability, improved comfort and safety for residents and staff, and regulatory compliance. Long-term care facilities can substantially improve energy efficiency and operational effectiveness by adopting a comprehensive energy tracking and monitoring approach.

Fuel-Switching Considerations

As described within this ECDM Plan, most emissions reductions required to hit the 1% reduction target will be enabled by fuel-switching natural gas, oil or propane fuel systems (primarily space and domestic hot water heating) to electric heat pump alternatives. The County of Frontenac is encouraged to consider electrification when its natural gas or other fossil fuel-run assets are eligible for replacement. By aligning this fuel switch with planned equipment replacement schedules, only incremental costs will be attributed to achieving GHG reduction goals (as capital costs for one-for-one replacements, in most cases, should already be considered in budgeting).

GHG Emissions Study and PCP Program

GHG Reduction Feasibility Studies would be a valuable tool to refine GHG savings and project cost estimates for future projects in particular for the Battersea Road facility.

A Greenhouse Gas (GHG) reduction audit is a detailed assessment to quantify and reduce a building or organization's carbon footprint. The process starts with collecting data on energy use, fuel consumption, and other relevant activities that contribute to GHG emissions. Advanced tools and methodologies, like carbon accounting software and emission factors, convert this data into equivalent CO₂ emissions.

The audit identifies critical areas where emissions can be reduced, such as improving energy efficiency, switching to renewable energy sources, enhancing waste management practices, and optimizing transportation logistics. Recommendations often include upgrading to energy-efficient appliances, retrofitting buildings for better insulation, implementing renewable energy systems like solar panels, and adopting sustainable practices across operations. The audit also involves setting measurable targets for GHG reduction and developing an action plan to achieve these goals.

By conducting a new GHG reduction audit, The County can quantify its potential savings in reduced emissions and cost savings. The audit provides a clear pathway for organizations to contribute to the global effort against climate change, ensuring a sustainable future while reaping financial and environmental benefits.

The County can also consider participating in the Partners for Climate Protection (PCP) program, co-managed by ICLEI Canada and the Federation of Canadian Municipalities (FCM), essential for municipalities committed to combating climate change. This program offers a structured five-step Milestone Framework to guide municipalities through developing greenhouse gas (GHG) inventories, setting reduction targets, creating local action plans, implementing these plans, and monitoring progress.

Membership in the PCP program provides access to a wealth of resources, including technical tools, case studies, and peer networking opportunities. The PCP Milestone Tool, for example, helps municipalities quantify, monitor, and manage their GHG emissions effectively. Furthermore, the program supports capacity building through workshops and webinars, fostering a collaborative environment where municipalities can share best practices and innovative approaches to climate action.

The program also emphasizes integrating equity, diversity, and inclusion (EDI) into climate strategies, ensuring that climate action is inclusive and socially just. By participating, municipalities contribute to national GHG reduction targets, improve local air quality, create jobs, and enhance residents' overall quality of life.

Financial support from FCM's Green Municipal Fund and ICLEI Canada ensures that the program can offer comprehensive support and resources to its members. With over 500 municipalities already participating, and representing more than 70% of the Canadian population, joining the PCP program is a

strategic step for any municipality dedicated to meaningful and impactful climate action.

Strategies to Achieve 1% Annual GHG Reduction

The County of Frontenac aims to reduce greenhouse gas (GHG) emissions by 1% annually. The following table provides an overview of the upgrades recommended to achieve these GHG reductions and their implementation timelines. Typically, these upgrades involve decreasing the use of fossil fuels for heating. Electrical upgrades generally have a lower GHG impact. The upgrades explained thoroughly in The Future: Steps to Success section and Appendix B are outlined here. To succeed, The County should follow the recommendations and monitor if the yearly savings target is achieved.

Table 10 – Summary of ECMs, ekWh & GHG Savings and Implementation Year

Facility Address	Energy Conservation Measures	ekWh Savings	Annual GHG Reduction	Implementation Year
2069 Battersea Road, Glenburnie	Control mixed air dampers and balancing of AHUs	10,618	1.25	2024
2069 Battersea Road, Glenburnie	Night setback of temperature in municipal office areas using BAS	8,275	1.18	2025
2069 Battersea Road, Glenburnie	Upgrade CFL to LED	22,811	0.7	2024
2069 Battersea Road, Glenburnie	Upgrade T8, T12, pot lights, exterior wall-mounted lights, HID track lights, emergency and exit lights to LED	76,005	2.3	2025
2069 Battersea Road, Glenburnie	Incandescent and CFL to LED	17,910	0.5	2026
2069 Battersea Road, Glenburnie	Replacement of one gas-fired DHW boiler with a gas-fired condensing boiler.	32,758	6.12	2027

Facility Address	Energy Conservation Measures	ekWh Savings	Annual GHG Reduction	Implementation Year
2069 Battersea Road, Glenburnie	Gas-fired AHU-5 upgrade with a higher efficiency unit	4,000	0.12	2025
250 Palace Road, Kingston	Upgrade T5, T8, CFL, HID, and wall-mounted fixtures to LED	7,826	0.23	2025
10579 HWY 38, Parham	Replacement of oil-fired furnace in the utility room with ASHP	17,974	5.72	2026
10579 HWY 38, Parham	Replacement of the oil-fired hot water tank in the furnace room with ASHP	3,558	1.13	2027
10579 HWY 38, Parham	Replacement of the oil-fired furnace in the furnace room with ASHP	14,042	4.47	2027
10579 HWY 38, Parham	Upgrade T8, CFL and emergency exit signs to LEDs	1,819	0.05	2026
10579 HWY 38, Parham	Exterior lighting upgrade	496	0.01	2028
10579 HWY 38, Parham	Insulate foundation wall	6,667	0.2	2026
4264 Stagecoach Road, Sydenham	Switch FPS propane heat to ASHP	28,188	8.05	2026

Facility Address	Energy Conservation Measures	ekWh Savings	Annual GHG Reduction	Implementation Year
4264 Stagecoach Road, Sydenham	Replace fluorescent/ CFL to LED lights	4,519	0.14	2026
15405 Road 509, Robertsville	Switch FPS bases with propane heat to ASHP	13,588	3.9	2026

Table 11 below summarizes the previous table and outlines the annual GHG emission reduction targets by facility for the County of Frontenac.

Table 11– Forecasted Yearly GHG Savings Target by Facility

Facility Address	Annual GHG Reduction Target Based on Implementation Year (tCO ₂ e)					
	2024	2025	2026	2027	2028	Grand Total
2069 Battersea Road, Glenburnie	1.93	3.57	0.53	6.12		12.16
250 Palace Road, Kingston		0.23				0.23
10579 HWY 38, Parham		5.2	1.14	4.5	0.2	11.59
4264 Stagecoach Road, Sydenham			8.19			8.19
15405 Road 509, Robertsville			3.9			3.90
Grand Total	1.93	9.53	13.74	10.64	0.2	36.05

Conclusion

This 2024 ECDM Plan report summarizes the County's accomplishments in reducing energy consumption and GHG emissions between 2019 and 2023, compared to the base year 2018. Energy consumption decreased by 11.4%, and GHG emissions by 23% in 2023 compared to the 2018 baseline. According to our analysis, The County of Frontenac's energy consumption (in ekWh) in 2023 was as follows: 2,088,579 kWh in electricity, 1,808,387 ekWh in natural gas, 70,512 ekWh in propane, and 49,435 ekWh in fuel oil.

The report also includes a summary of energy usage for each Frontenac facility in equivalent kilowatt hours. It identifies measures for achieving overall reductions in energy consumption of 6.7% and greenhouse gas emissions of 8.4% tCO₂e. The County has established a target of 1% reduction in energy consumption annually between 2024 and 2028 compared to the 2023 baseline. This target is achievable through capital investment in ECMs and other actions the County may take to improve efficiency in the operation of facilities included in this plan.

Confirmation of Approval

This Energy Conservation and Demand Management Plan has been approved by The County of Frontenac's Senior Management.

Disclaimer

This document was exclusively prepared by Aladaco Consulting Inc. for The County of Frontenac and is intended solely for their use. Other parties should not rely on this report in whole or in part. The information contained herein is based on data available during preparation and is subject to limitations, assumptions, and qualifications stated herein.

Aladaco applied professional judgment in developing this report concerning estimates and opinions on costs, schedules, and technical matters based on its experience and the information available during report preparation. Aladaco cannot guarantee the accuracy of such estimates or opinions due to potential changes in market conditions or other factors outside of its control. Reliance on these estimates is at the reader's own risk.

By accepting this report, The County acknowledges these limitations and confirms that it satisfies the scope of work requirements.

Appendices

Appendix A – Facility List

Table 12 – Full Facility List

Building Name	Address	Floor Area (ft ²)	Type of Facility	Electrical (kWh)	Natural Gas (m ³)	Fuel Oil (L)	Propane (L)	Total ekWh	Total GHG Emissions (Metric tCO ₂ e)
Fairmount Home (FMT), Old House and Admin	2069 Battersea Road, Glenburnie	123,970	Senior Living Community /Admin Office	1,854,197	159,270	-	-	3,504,552	363.4
Paramedic Station 1	250 Palace Road, Kingston	3,800	Ambulance Station	48,228	7,814		-	129,196	16.55
Paramedic Station 3	665 HWY 15 S, Kingston	2,360.5	Ambulance Station	60,192	-		-	60,192	1.81
Paramedic Station 4	10579 HWY 38, Parham	2,800	Ambulance Station	23,871		4,264.4	-	73,297	12.46
Paramedic Station 6	108A HWY 95, Wolfe Island	1,540	Ambulance Station	20,051	-	-	853.6	26,095	1.89



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Building Name	Address	Floor Area (ft ²)	Type of Facility	Electrical (kWh)	Natural Gas (m ³)	Fuel Oil (L)	Propane (L)	Total ekWh	Total GHG Emissions (Metric tCO ₂ e)
Paramedic Station 7	4264 Stagecoach Road, Sydenham	3,000	Ambulance Station	15,698	-	-	6,144	59,199	9.78
Paramedic Station 8	15405 Road 509, Robertsville	1,800	Ambulance Station	9,291	-	-	2,962	30,260	4.77
Paramedic Station 12	706 Fortune Crescent, Kingston	5,000	Ambulance Station	57,051	7437.6	-	-	135,565	16.08



Appendix B – Breakdown of Lighting Upgrade Recommendations

List of Assumptions applicable to all facilities:

- 1. Base case and proposed case wattage were assumed values based on industry standards.
- 2. For Fluorescent lamps such as T12, T5 and T8 fixtures were assumed to have two lamps per fixture
- 3. Hours of operation for interior and exterior lights were assumed to be 4380 hours/year (12 hours per day operating 365 days/year) and 2920 hours/year (8 hours per day operating 365 days/year)

Table 13 – Breakdown of Lighting Upgrade at 2069 Battersea Road Facility

Measures	Quantity	Assumed hours of operation	Assumed Base Watt/ fixture	Assumed Proposed Watt/ fixture	kW Savings	kWh Savings	Capital Cost, \$	Implementation Year
Convert CFL to LED in resident rooms	434	4380	26	14	5.2	22,811	\$100,000	2024
Convert T8 to LED fixtures throughout the building	335	4380	59	26	11.1	48,421	\$118,650	2025
Upgrade T12 to LED fixtures in service rooms	6	4380	74	26	0.3	1,261	\$1,500	2025



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Measures	Quantity	Assumed hours of operation	Assumed Base Watt/ fixture	Assumed Proposed Watt/ fixture	kW Savings	kWh Savings	Capital Cost, \$	Implementation Year
Convert Pot lights to LED in the resident rooms	96	4380	26	11	1.4	6,307	\$10,000	2025
Upgrade Track lights to LEDs in the general store	6	4380	175	90	0.5	2,234	\$900	2025
Upgrade Emergency lights from CFLs to LEDs	1	4380	26	5	0.0	92	\$1,300	2025
Replace CFL exit lights to LEDs throughout the building	62	4380	26	5	1.3	5,703	\$15,500	2025
Replace Exterior wall- mounted HID with LED fixtures	41	2920	175	90	3.5	10,176	\$18,450	2025



Measures	Quantity	Assumed hours of operation	Assumed Base Watt/ fixture	Assumed Proposed Watt/ fixture	kW Savings	kWh Savings	Capital Cost, \$	Implementation Year
Exterior HID to LED fixtures	2	2920	460	150	0.6	1,810	\$4,500	2025
Replace wall-mounted and ceiling mounted Incandescent lights with LEDs	74	4380	60	13	3.5	15,234	\$22,200	2026
Replace wall and ceiling-mounted CFLs with LEDs throughout the facility	47	4380	26	13	0.6	2,676	\$11,750	2026



Table 14 – Breakdown of Lighting Upgrade at 250 Palace Road Facility

Lighting Measures	Quantity	Assumed Hours of Operation	Assumed Base Watt/ fixture	Assumed Proposed Watt/ fixture	kW Savings	kWh Savings	Capital Cost, \$	Implementation Year
Replace T5 fixtures with LEDs installed in the garage	28	4380	54	26	0.784	3,434	\$7,000	2,025
Replace of T8 with LEDs fixtures in the changerooms, utility room, and garage near the P.P.E room and kitchen	12	4380	59	26	0.396	1,734	\$3,000	2,025
Convert CFLs to LEDs in the crew area and offices	18	4380	26	11	0.27	1,183	\$3,600	2,025
Replace HIDs with LED fixtures at the east entrance	2	2920	250	110	0.28	818	\$700	2,025



Lighting Measures	Quantity	Assumed Hours of Operation	Assumed Base Watt/ fixture	Assumed Proposed Watt/ fixture	kW Savings	kWh Savings	Capital Cost, \$	Implementation Year
Upgrade Wall-mounted lights with LEDs in the hallway	10	4380	26	11	0.15	657	\$3,000	2,025

Table 15 – Breakdown of Lighting Upgrade at 10579 HWY 38 Facility

Lighting Measures	Quantity	Assumed Hours of Operation	Assumed Base Watt/ fixture	Assumed Proposed Watt/ fixture	kW Savings	kWh Savings	Capital Cost, \$	Implementation Year
Upgrade T8 to LED fixtures	11	4300	59	26	0.363	1,561	\$2,750	2026
Upgrade Incandescent to LEDs	3	4300	26	11	0.045	194	\$750	2026
Upgrade Exit/Emergency Light Combo to LED	3	4300	10	5	0.015	65	\$3,000	2026
Exterior Light HID Fixtures to LED	2	2,920	175	90	0.17	496	\$5,000	2028



Table 16 – Breakdown of Lighting Upgrade at 4264 Stagecoach Road Facility

Lighting Measures	Quantity	Hours of Operation	Assumed Base Watt/ fixture	Assumed Proposed Watt/ fixture	kW Savings	kWh Savings	Capital Cost, \$	Implementation Year
Upgrade CFL and Incandescent fixtures to LEDs	5	4380	26	11	0.075	328.5	1250	2026
Upgrade T8 fixtures to LEDs	15	4380	59	26	0.495	2168.1	4500	2026
Upgrade Pot light to LEDs	10	4380	26	11	0.15	657	3000	2026
Convert Exit and Emergency Lights to LED	5	4380	26	5	0.105	459.9	3750	2026
Upgrade Exterior HID to LED	1	2920	460	150	0.31	905.2	2050	2026

Appendix C – 2023 Electricity, Natural Gas and Other Fuel Rates

Table 17 – 2023 Electricity Rates for the Frontenac Facilities

Building Name	Address	Electricity Rate, \$/kWh	Natural Gas Rate, \$/m ³	Propane Rate, \$/L	Fuel Oil Rate, \$/L
Fairmount Home (FMT), Old House and Admin	2069 Battersea Road, Glenburnie	0.103	0.47	-	-
Paramedic Station 1	250 Palace Road, Kingston	0.134	0.19	-	-
Paramedic Station 4	10579 HWY 38, Parham	0.188	-	-	\$1.68
Paramedic Station 7	4264 Stagecoach Road, Sydenham	0.20	-	\$0.669	-
Paramedic Station 8	15405 Road 509, Robertsville	0.214	-	\$0.669	-

Note:

The electricity rate was estimated from the May 2024 electricity bills provided by The County. The natural gas rate was obtained from 2023 Bills provided by The County. Propane and fuel oil rates were obtained from Dec 2023 bills.


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Appendix D – Energy Efficiency Courses and Training Recommendations

Course recommendations for Facility Managers (CIET Offerings):

Certified Energy Manager

Regular course fee: \$2,670

Potential IESO Incentive:

- up to 50% or up to \$1,600 of course fees for eligible participants
- up to 75% or up to \$2,500 of course fees for eligible Enbridge customers

1) Planning and Selecting GHG Reduction Projects

Regular course fee: \$1,095

2) Making the Case for Energy Management Projects

Regular course fee: \$695

3) Building Automation Systems Essentials

Regular course fee: \$695

Course recommended for Building Operators (CIET Offerings)::

1) Energy Efficiency for Building Operators & Maintenance Staff (EEBO)

Regular course fee: \$1,095

2) Existing Building Commissioning Essentials

Regular course fee: \$695

Additional courses offered by KnowEnergy:

1) Dollars to \$ense Energy Management Workshops

Potential IESO Incentive:

- up to 50% or up to \$300 per day for any full-day standard or customized workshop for eligible participants
- up to 75% or up to \$500 per day for any full-day standard or customized workshop for eligible Enbridge customers

2) Energy Efficiency Building Operations (EEBO)

Potential IESO Incentive:



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up to 50% or up to \$300 per day for each workshop fee for eligible participants



Report 2024-074

Council Recommend Report

To: Warden and Council

From: Kevin Farrell, Chief Administrative Officer

Prepared by: Debbi Miller, Community Development Officer
Richard Allen, Manager of Economic Development

Date of meeting: July 17, 2024

Re: **Planning and Economic Development – Futures Grant Award and Partnership Agreement with Frontenac Business Services for Operational Review of Medical Clinics in Frontenac County**

Recommendation

Whereas an application was filed with the Frontenac Business Services 20th Anniversary – Futures Grant funding to support the Operational Review of Medical Clinics in Frontenac County.

Be It Resolved That the Warden and the Clerk be authorized to enter into a partnership agreement with Frontenac Business Service for \$5,000, and

Be it Resolved That the Council of the County of Frontenac offer its formal congratulations to Frontenac Business Services on its 20th Anniversary, and

Be It Resolved That up to \$20,000 from the Strategic Project Reserve be authorized to complete the operational review.

Background

On June 19, 2024, at Frontenac Business Services 2024 Annual General Meeting, it was announced that Frontenac County was the recipient of one of their grants as part of the 20th Anniversary grant funding. Frontenac Business Services awarded seven grants to businesses in Frontenac County to the amount of \$32,000.

The grant that Frontenac County was awarded was for \$5,000 to be used towards a healthcare operational review of the medical clinics in Frontenac County. As the funder, Frontenac Business Services will be a partner in the operational review through the grant.

The remaining amount of the operational review will be taken from the Strategic Project Reserve that has been established. It is anticipated the operational review will be complete by the end of 2024, with the report coming back to Council early in 2025. At its regular meeting on April 17, 2024, County Council approved a recommendation from the Planning and Economic Development Committee that a review of the Frontenac County medical clinics be completed for the purpose of discovering opportunities for operational improvements and community collaboration ([Report 2024-034](#)). The funding from Frontenac Business Services will help support this project.

Strategic Priority Implications

County Council approved [Frontenac County Strategic Plan \(2023-2026\)](#). This project is aligned with the intent of the priority listed below, with specific items.

Priority 2. Contribute to the Progress of Sustainable Economic Growth and Prosperity Throughout the County.

- Provide business support and resources to existing and prospective businesses.

Financial Implications

The Frontenac Business Services program will provide \$5,000 towards the Operational Review if approved by County Council.

In 2023 and 2024, \$22,000 was set aside in the Strategic Project Reserve to support Physician Recruitment. The recommendation of this report authorizes the use of this reserve. Staff believe the proposed review will promote Physician Recruitment and retention within the County of Frontenac and would fall within the scope of the intended use of the reserve.

Organizations, Departments and Individuals Consulted and/or Affected

Alex Lemieux, Director of Corporate Services/Treasurer
Frontenac Business Services
Sydenham Family Health Team
Verona Family Health Team
Wolfe Island Community Medical Clinic
Sharbot Lake Family Health Team



Report 2024-077

Council Recommend Report

To: Warden & County Council
From: Kevin Farrell, Chief Administrative Officer
Prepared by: Richard Allen, Manager of Economic Development
Date of meeting: July 17, 2024
Re: **Planning and Economic Development – Update to the Charter for Economic Development**

Recommendation

Be It Resolved That the Council of the County of Frontenac approve and adopt the update to the Charter for Economic Development

Background

In 2022, the County contracted Explorer Solutions to develop a County-wide Community Improvement Plan Strategy. Community Improvement Plans are legislated in Section 28 of the Municipal Act and have specific requirements in place for establishing project areas within municipal official plans.

As part of the 2022 Budget process, County Council approved the development of a County-wide Community Improvement Program Strategy in order to offer financial programs geared towards community improvement and business investment associated with the goals and objectives of the County.

With the absence of an Economic Development Strategy for Frontenac County, it was determined that an update to the Charter for Economic Development would help to establish goals and objectives for a County-wide Community Improvement Plan Strategy. Once approved, the Update to the Charter for Economic Development will not only guide the business planning process for the Economic Development unit but will also set the foundation for programs to be established as part of the County-wide Community Development Program.

The 2015 Charter for Economic Development for Frontenac County set out with a vision to bolster the local economy through collaborative efforts, underpinned by the belief that a strong economy is crucial for vibrant communities, the happiness and health of residents, and the security of businesses and organizations. It emphasized working together to support, implement, and measure initiatives within key thematic areas,

reflecting the unique character of Frontenac and its people. The charter identified specific themes for focus:

1. **Activities:** Highlighting the importance of trips and trails, local food and beverage, and recreation lifestyle to provide opportunities for business growth, support for tourism, and the promotion of the Frontenacs lifestyle. It aimed at leveraging the natural beauty and amenities to attract families and businesses.
2. **Demographics:** Focused on supporting seniors to remain in their communities and transition to independent living, and on attracting youth and families to balance the demography with people who crave the natural beauty and opportunities in the Frontenacs.
3. **Implementation Tools:** The charter discussed leveraging themes through a coordinated approach to infrastructure, access to grants, business loans, counseling, and regional marketing to generate local jobs.
4. **Measurement:** It proposed tracking progress with indicators like increased business and infrastructure in food and beverage, more people living and working in Frontenacs, a more diverse/larger tax base, increased year-round tourism, and a decrease in poverty rates, among others.

The 2015 Charter for Economic Development essentially served as a foundational document to unite the county's efforts towards fostering an economy that is natural, healthy, clean, tranquil, entrepreneurial, and rural, aiming for proactive implementation of initiatives within the outlined themes.

Comment

The evolution from the 2015 to the 2024 Economic Development Charter marks a pivotal moment as Frontenac County continues to define and expand its approach to sustainable economic growth. The updated charter highlights strategic shifts marked from experience in establishing the Frontenac Brand, building the Ambassador business community and creating the County's first Destination Development Plan.

The 2024 charter strategically establishes specificity for its focus areas but also underscores a significant change in tone—from a community pledge to the establishment of a clear mission for economic development with defined objectives and performance indicators. This progression reflects the ongoing impact Frontenac County has made to support economic development and local business since the creation of the original Charter for Economic Development in 2015.

Engagement and Methodology

The revision of the Charter was built on a foundation of extensive community engagement, drawing on feedback from a broad spectrum of impacted and interested communities. This inclusive approach ensured that the updated Charter would not only address current economic realities but also resonate with the diverse aspirations of Frontenac County's residents and businesses. The engagement process showcased the community's dedication to collaborative economic development, paving the way for a strategic framework that is both aspirational and grounded in actionable objectives.

In 2022, a series of four focus groups with business owners and community organisations were led by Explorer Solutions in a hybrid format (in-person and virtual). To encourage and maximize participation during the focus group discussions, Explorer Solutions incorporated the live polling services which offered an opportunity for participants to provide anonymous feedback in real time, regardless of whether participants were in the room or online. Explorer Solutions led the conversation with the support of the County of Frontenac and a post-survey was sent to the participants to obtain additional information.

Evolution of the Charter: From Pledge to Mission

The 2015 Charter was characterized by a communal pledge that emphasized collaboration, shared vision, and a collective commitment to economic development themes such as Trips and Trails, Local Food and Beverage, and Recreation Lifestyle. This pledge laid the groundwork for community-driven efforts which have been taken by Frontenac County and its partners to enhance economic vitality, environmental sustainability, and quality of life.

The 2024 update signifies a strategic pivot to a more mission-oriented approach, setting forth a clear directive to balance economic growth with environmental preservation and quality of life enhancements. The updated Charter focuses on Economic Infrastructure, Housing, Food & Beverage, and Tourism as key areas to drive economic development, reflecting a nuanced understanding of the challenges and opportunities facing Frontenac County. This mission-driven approach sets the foundation for how Frontenac County approaches economic development efforts.

Updated Charter Elements and Focus Areas

The 2024 Charter introduces new objectives and success indicators tailored to the four strategic focus areas:

1. Economic Infrastructure

Investing in Economic Infrastructure establishes resilient business environment by fostering economic activities led by local businesses. Frontenac County can provide a supportive foundation to the local economy by implementing communal services and ensuring broadband access is available throughout the community. Recognizing the critical role of infrastructure for businesses and residents, Frontenac County seeks to meet evolving needs, enhance quality of life, and align with economic trends, crucial for attracting and retaining talent, businesses, and residents.

2. Housing

Recognizing housing as a fundamental driver for community and business development, Frontenac County seeks to create a diverse and vibrant residential landscape in our community. This can be done by establishing supportive regulations, improving infrastructure, and engaging with developers. Success will result in the attraction of a diverse population across many demographics. Tailoring options to middle-income households is crucial for attracting skilled professionals and families to Frontenac, which is essential for sustained economic growth.

3. Food and Beverage

In Frontenac County, the Food and Beverage sector is dedicated to enhancing the culinary landscape by supporting the local food ecosystem and encouraging additional spending by visitors to the region. This focus aims to enrich culinary tourism by expanding and diversifying culinary experiences. Over the past decade, Frontenac County has also seen an increase of food processors. Through the development policies and programs to support value-added production, Frontenac County can foster economic growth, promote business expansion, and position local establishments as community hubs. This strategy not only supports the demographic trend towards localized food sources but also contributes to the County's allure as a center for culinary excellence.

4. Tourism

Tourism development in Frontenac County focuses on developing its rich natural assets into a cohesive destination, highlighted by Frontenac County's Destination Development Plan. This includes creating interconnected tourism trails that weave together recreational, culinary, and cultural experiences and creating policies and programs to promote businesses along Frontenac County's lakes and trails. This will enhance ease of access and encourage year-round visitation. Safe links between communities will boost recreation, active transportation, and tourism, stimulating economic growth within our communities and diversifying attractions along the connecting links, thereby reinforcing Frontenac's status as a vibrant, four-season destination.

Demographics

The Charter emphasizes the strategic engagement of three key demographics:

- Youth & Young Professionals
- Families & Children
- Seniors

This focus reflects an understanding that a dynamic, inclusive approach to economic development is essential for harnessing the full potential of Frontenac County's diverse population. By creating opportunities for young professionals, supporting the needs of seniors, and supporting families with children, the Charter envisions a thriving, interconnected community where every demographic contributes to and benefits from the County's economic prosperity.

Review Process

The revised Charter for Economic Development, along with its strategic focus areas, was presented to the Planning and Economic Development Committee during its regular meeting on April 10, 2024.

After the committee received a briefing and report from the Manager of Economic Development, the updated Charter was posted on Engage Frontenac for public comment and review. The draft update was posted on May 21 and has been available for comment and input for over seven weeks and was promoted in five weekly emails to the business community. The draft update was also presented at a business networking

event hosted by the Economic Development team on June 11 and highlighted by Frontenac Business Services at their Annual General Meeting and 20th Anniversary Celebration event on June 19. Finally, in their presentations to the Councils of South Frontenac, Central Frontenac and North Frontenac the Economic Development Team presented the update to the Charter for Economic Development and the four proposed focus areas.

This significant update from the 2015 to the 2024 Charter marks Frontenac County's progressive transition towards a focused approach to economic development. Transitioning from broad commitments to specific, actionable missions, the County is setting a path towards targeted and strategic economic growth. By setting clear goals, prioritizing strategic focus areas, and defining precise objectives, the County's efforts will be meaningful and measurable. This updated Charter for Economic Development will inform all future business plans and activities for the economic development team at Frontenac County.

Frontenac County Strategic Plan

The updated Charter for Economic Development in Frontenac County is in alignment with and a refinement of County Council's Strategic Priority 2: Contribute to the progress of sustainable economic growth and prosperity throughout the County.

This priority includes the following elements:

- Work with Townships to improve and sustain the villages and hamlets across the region.
- Develop regional tools and policies to support long-term protection of lakes, rivers, and other important environmental features in Frontenac.
- Support different forms of housing such as small apartments, affordable houses, and seniors housing.
- Provide business support and resources to existing and prospective businesses.
- Attract new investments and businesses to Frontenac County.
- Support workforce development initiatives to create job opportunities and retain talent.

Financial Implications

Future business plans for the Economic Development department will be built on the vision and objectives set in the Charter for Economic Development.

Organizations, Departments and Individuals Consulted and/or Affected

Township of South Frontenac
Township of Central Frontenac
Township of North Frontenac
Township of Frontenac Islands
Frontenac Ambassadors

Attachments

Attachment 1 – Charter for Economic Development - Summary
Attachment 2 – Update to the Charter for Economic Development

Recommend Report
Planning and Economic Development – Update to the Charter for Economic Development
July 17, 2024

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CHARTER FOR ECONOMIC DEVELOPMENT

2024



OUR PLEDGE

In Frontenac, we understand that a thriving economy is the backbone of vibrant, resilient communities. It is essential for the well-being, happiness, and fulfillment of our residents and provides stability for our citizens, businesses, organizations, and local government.

We recognize the interconnection of our economic vitality with the quality of life and the environmental sustainability of our region.

To enhance and grow our economy, we commit to fostering collaboration at every level, uniting our efforts to conceive, support, implement, and evaluate the initiatives we lead or participate in. Our collective actions are underpinned by a shared vision of an economy that reflects the unique essence of Frontenac—welcoming, natural, healthy, clean, peaceful, entrepreneurial, and distinctly rural.

Our approach to economic development is deeply rooted in the spirit of Frontenac, harnessing our community's inherent diversity, creativity, and commitment to mutual care and environmental stewardship. It encompasses four key areas of focus:



Economic Infrastructure: Enhancing infrastructure for economic activities, broadband access, and enhanced quality of life.



Housing: Establishing conditions for a diverse residential landscape to attract skilled professionals and increase development potential.



Food & Beverage: Creating strategies to increase culinary experiences, support for local food, and economic opportunities for food production.



Tourism: Leveraging our natural assets, tourism drives economic growth, recreation, and business opportunities.

Success lies in our ability to collaborate on the initiatives developed through the themes of this Charter, ensuring they resonate with the character of Frontenac and its people. Our strategies will emphasize sustainable practices, support local, enhance tourism, and nurture an environment where businesses and community projects thrive through mutual support and shared goals.

Together, we pledge to build an economy that not only sustains but enriches our way of life, making Frontenac an even more attractive place to live, work, and visit. By doing so, we ensure the longevity and prosperity of our communities, embodying the values that make Frontenac County uniquely Frontenac.

Understanding the Charter's Success Indicators

The success indicators included in the Charter for Economic Development have been set to reflect the broad, long-term impacts of economic development efforts undertaken by the County and its partners. These indicators provide a holistic view of our community's economic health, beyond activities undertaken by the County alone. These will be updated as part of the County's regular strategic planning cycle to support updates to future Charters.



ECONOMIC INFRASTRUCTURE

Investing in Economic Infrastructure establishes resilient business environment by fostering economic activities led by local businesses.

Frontenac County can provide a supportive foundation to the local economy by implementing communal services and ensuring broadband access is available throughout the community. Recognizing the critical role of infrastructure for businesses and residents, Frontenac County seeks to meet evolving needs, enhance quality of life, and align with economic trends, crucial for attracting and retaining talent, businesses, and residents.

Objectives

Facilitate Small-Scale Economic Activities

Establish policies and programs to encourage small-scale commercial and industrial activities, particularly in high-traffic corridors and settlement areas.

Communal Services

Support the implementation of communal services and foster development interest in shared solutions to meet the diverse needs of businesses and residents.

Broadband Access for All

Monitor progress on projects to enable high-speed internet infrastructure throughout Frontenac County.

Community Health and Wellbeing

Participate in partnerships to enhance community health and wellbeing, fostering the development and preservation of vital services, such as local family health clinics.

Grow and Maintain Business Community in Frontenac County

With a lack of business associations in Frontenac, the County should create opportunities for business connections and partnerships.

Success Indicators

Industrial Land and Commercial Space Growth

Track the growth of available and used industrial lands (acres) and commercial space (ft²).

Broadband and Cellular Coverage Increase

Track the percentage increase in broadband and cellular coverage.

Remote Workers Increase

Quantify the increase in the number of remote workers.

Broadband Access for Businesses and Homes

Track progress regarding the number of businesses and homes with access to broadband.

Communal Services Expansion

Assess the increased number of new water and wastewater services using communal services. Track number of and percentage of residential and commercial units using communal service in the County.

Ambassador Program

Quantify the increase of business ambassadors in Frontenac County and track engagement during networking events and workshops.



HOUSING

Recognizing housing as a fundamental driver for community and business development, Frontenac County seeks to create a diverse and vibrant residential mix in our community.

This can be done by establishing supportive regulations, improving infrastructure, and engaging with developers. Success will result in the attraction of a diverse population across many demographics. Tailoring options to middle-income households is crucial for attracting skilled professionals and families to Frontenac, which is essential for sustained economic growth.

Objectives

Holistic Development Support

Establish a regulatory framework and infrastructure conducive to diverse residential developments across Frontenac County.

Strategic Collaboration with Developers

Develop marketing materials and execute an outreach campaign to foster collaboration with residential developers, promoting planned development sites.

Affordability and Attraction Programs

Implement programs to enhance housing affordability and actively attract permanent residents to Frontenac County.

Diversity in Residential Options

Establish regulations supporting various residential structures, appealing to the broader development community and contributing to a more diverse population base.

Tailored Housing Options

Recognize and prioritize the housing needs of middle-income households to attract high-skilled professionals and working families.

Success Indicators

Residential Dwellings Increase

Track growth in the overall number of residential dwellings within the County.

Population Base Increase

Quantify the increase in the population base within the County, both permanent and seasonal.

Various Housing Options Increase

Quantify growth in the number of various housing options.

Planned Subdivision Developments

Track the increase in the number of planned subdivision developments within the County.

Commercial Properties/Lands Availability

Evaluate the supply of commercial properties/lands for sale or lease.



FOOD & BEVERAGE

In Frontenac County, the Food and Beverage sector is dedicated to enhancing the culinary landscape by supporting the local food ecosystem and encouraging additional spending by visitors to the region.

This focus aims to enrich culinary tourism by expanding and diversifying culinary experiences. Over the past decade, Frontenac County has also seen an increase of food processors. Through the development policies and programs to support value-added production, Frontenac County can foster economic growth, promote business expansion, and position local establishments as community hubs. This strategy not only supports the demographic trend towards localized food sources but also contributes to the county's allure as a center for culinary excellence.

Objectives

Local Food Ecosystem Support

Provide support to producers and processors creating food products in Frontenac County.

Expansion of Food Processing

Support the scaling of food processing activities, emphasizing export opportunities.

Value-Added Production

Ensure availability of appropriate food processing infrastructure to facilitate value-added production from farm-based commodities.

Culinary Tourism Development

Increase culinary experiences throughout Frontenac County, establishing the region as a sought-after culinary destination.

Culinary Diversity

Promote a diverse selection of culinary experiences, utilizing restaurants and food establishments as community gathering spaces, fostering economic growth, and supporting local businesses.

Small Scale Agriculture

Establish Frontenac County as a destination for small scale, local agriculture and strengthen community support for local farms.

Success Indicators

Increased Culinary Experiences

Track growth in restaurants, food stands, events, and retail operations. Assess customer satisfaction through surveys.

Growth in Value-Added Agriculture

Quantify expansion of value-added agriculture, agri-business, specialty products, and artisan foods. Monitor diversity of agricultural products and processing methods in Frontenac County.

Transition of Early Food Ventures

Track early food ventures transitioning to commercial or retail environments. Assess success and sustainability through follow-up surveys or case studies.

Emergence of Breweries, Distilleries, and Wineries

Monitor establishment and growth of these establishments. Assess economic impact and community engagement.

Business Success Rate

Evaluate overall change in success rate of food and beverage businesses. Analyze factors like customer feedback, innovation, and community engagement.

Participation in Open Farms Days

Track number of farms and number of consumers who participate in Open Farms Days events. Capture economic impact of Open Farms Days.



TOURISM

Tourism development in Frontenac County's focuses on developing its rich natural assets into a cohesive destination, highlighted by Frontenac County's Destination Development Plan.

This includes creating interconnected tourism trails that weave together recreational, culinary, and cultural experiences and creating policies and programs to promote businesses along Frontenac County's lakes and trails. This will enhance ease of access and encourage year-round visitation. Safe links between communities will boost recreation, active transportation, and tourism, stimulating economic growth within our communities and diversifying attractions along the connecting links, thereby reinforcing Frontenac's status as a vibrant, four-season destination.

Objectives

Destination Development

Implement the Frontenac Regional Destination Development Plan, unifying exploration via the regional trail network and establishing signature attractions.

Tourism Trails

Establish "tourism trails" connecting varied recreational experiences, culinary offerings, and creative pursuits as recommended by the Destination Development Plan.

Business Integration

Develop policies and promote businesses near lakes and trails, fostering increased network usage and attracting complementary services.

Year-round Appeal

Promote four-season utilization of lakes and trails, supporting business retention and diversifying tourist attractions.

Community Links

Create safe connection between communities in Frontenac County for recreation, active transportation, and tourism, stimulating business growth and contributing to assessment growth.

Success Indicators

Increased Partnerships and Collaboration

Count established tourism packages.

Increased Year-round Tourism

Quantify growth in year-round tourism visits and spending. Evaluate diverse activities attracting visitors for comprehensive year-round appeal.

Visitor Activity Impacting Local Spending

Measure correlation between increased visitor activity and rise in local spending. Assess economic impact on local businesses and community by tracking growth in services and job opportunities.

Trail Use

Utilize technology to track use of the trails network. Assess user demographics and preferences for targeted marketing strategies.

Lake Use

Establish tracking measures for recreational lake use. Monitor environmental impact and sustainability practices related to increased presence of tourists on lakes.

DEMOGRAPHIC INSIGHTS

Youth and Young Professionals

Youth and young professionals are identified as the backbone of the future economic landscape of Frontenac County, vital for the tourism sector and the succession planning of existing businesses. They are in pursuit of career opportunities that resonate with their personal, professional, and social aspirations while being actively involved in sustainable practices, environmental conservation, and renewable energy efforts.

To retain and attract this demographic, Frontenac County must present itself as an appealing environment for future leaders. As more businesses adopt automation and online sales, there will be a growing need for an educated and tech-savvy workforce. The overall lower cost of housing in Frontenac County, when compared to larger urban environments makes homeownership attainable in Frontenac for this demographic, especially with modern and diverse housing solutions in place.

Families and Children

Families, especially those involved in family-owned businesses within the lakes, trails, and agri-food sectors, form an integral part of Frontenac County's community and economy. They contribute significantly to the local labour pool, particularly within tourism businesses, drawn to the area for its affordability and the natural beauty that offers abundant recreational opportunities. These families create demand for local food and beverage options and seek reliable transportation networks for daily activities such as work, school, and recreation.

Additionally, the global shift towards work-from-home arrangements has underscored the need for family wage-earners to participate in economic activities remotely, supported by stable broadband internet and telecommunications infrastructure. To meet these needs, housing solutions tailored to middle-income families are deemed essential.

Seniors

Frontenac County is seen as an attractive retirement destination, and as of 2021, 45% of the County's population consists of persons over the age of 55. To support an aging population, there is demand for improved transportation options, convenient and accessible healthcare, and reliable mobile phone and broadband connectivity. Initiatives like community rideshare programs and rural transit links could significantly improve mobility.

Moreover, providing accessible outdoor seating, eye-level parking signage, collaborating with health service providers for rural supportive housing and long-term care facilities, and ensuring options for independent living are pivotal in reinforcing seniors' connection to the community. Developing multi-unit housing that is both affordable and accessible for seniors and people with disabilities is also highlighted as an important objective.





FRONTENAC
COUNTY OF FRONTENAC • ONTARIO

2024

ECONOMIC DEVELOPMENT CHARTER **DRAFT UPDATE**

FOR MORE INFORMATION
WWW.FRONTENACCOUNTY.CA

Frontenac County
Charter for Economic Development

Draft Report
March 28, 2024

Prepared by:
Explorer Solutions
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1.0 Introduction

In 2023, Frontenac County established a renewed County-wide Strategic Plan to help inform and guide the decision-making efforts of County Council necessary to achieve the strategic priorities laid out in the plan. The development of the strategic priorities and objectives were informed by the results of a comprehensive public consultation and engagement process. Input was received from township and county councils, local residents, youth and young professionals. The recommendations further considered the county's composition, demographics, geography and local context for relevancy and suitability.

Frontenac County's vision was to establish itself as a thriving and sustainable County that balances economic growth, environmental preservation, and individual lifestyles, ensuring a vibrant and inclusive community for current and future generations in Frontenac.

The vision was supported by its mission to proactively promote and support managed growth in Frontenac County, leveraging its economic potential, while preserving the County's distinct natural environment and respecting the diverse lifestyle choices of our residents.

The strategic plan is a four-year planning document that focuses on four main goals.

Strategic Plan Priorities

1. Develop a Regional Approach to Overcome Infrastructure Issues and Maximize Infrastructure Development Opportunities
2. Contribute to the Progress of Sustainable Economic Growth and Prosperity Throughout the County
3. Strengthen Quality of Life through Enhanced Service Delivery
4. Maximize Administrative Leadership within the County Administration

While the County Strategic Plan was in process of being developed, the County was also updating its Charter for Economic Development. With the absence of an Economic Development Strategy for Frontenac County, it was determined that an update to the Charter for Economic Development would help to establish goals and objectives for the development of a County-wide Community Improvement Plan Strategy. The update to the Charter for Economic Development will not only guide the business planning process for the Economic Development unit but will also set the foundation for programs to be established as part of the County-wide Community Improvement Program.

The original Charter for Economic Development was established by the County of Frontenac in 2015, after a series of economic development workshops hosted at the County offices in Glenburnie. At the time, the charter outlined three core pillars or activity areas to focus economic development efforts. These included:

- Trips & Trails;
- Food & Beverage; and
- Recreation Lifestyle.

The renewed Economic Development Charter presented in this report, is also the result of another extensive consultation and engagement process which led to the following four prioritized focus areas:

Economic Development Charter Focus Areas

1. Economic Infrastructure
2. Housing
3. Food and Beverage
4. Tourism

2.0 Methodology

2.1 Approach

A series of Focus Group Discussions were held in 2022 throughout Frontenac County to seek input from residents to help define a vision for Frontenac communities. The goal was to determine the future and direction of the community based on “What do we want our community to be”, necessary to define strategic areas and priorities for the County.

The four focus group discussions were held in a hybrid model (in-person and virtual) throughout the county. The list of stakeholders was provided by the County of Frontenac Project Team and invitations and follow up was handled by Explorer Solutions. To encourage and maximize participation during the focus group discussions, Explorer Solutions incorporated the live polling services of Mentimeter, which offered an opportunity for participants to provide anonymous feedback in real time. Explorer Solutions led the conversation with the support of the County of Frontenac and a post-survey was sent to the participants to obtain additional information. The following section represents a summary of the key takeaways from the public engagement process.

2.2 County Attribute Association

2.2.1 Attributes Most Associated with Frontenac County Today

The prevailing attributes, most associated with Frontenac County today are:

- lakes,
- nature,
- rural,
- trails and
- community.

A common theme emendating from the focus group discussions was that Frontenac County has a limited accommodations offering due to the area being underserved.

2.2.2 Attributes Least Associated with Frontenac County Today

The prevailing attributes least associated with Frontenac County today are:

- manufacturing,

-
- internet,
 - high tech,
 - broadband and
 - busy.

It was expressed by the collective group that very few businesses within the County are service oriented. Other themes centred around the lack of business attraction and affordable housing in the area.

2.2.3 Supports that are/not available to support businesses in Frontenac County

The following prevailing themes and sentiments emanated from the collective focus group discussions:

- The CFDC is a good business support for the County financially, but it does not provide planning services.
- There is not an active business association to attract businesses, and which provide business related resources for companies (such as funding, financial resources, business planning, coaching services, etc.).
- There is an overall lack of marketing. Broader marketing is needed to attract visitors and businesses to the area.
- There is limited county level support, including a lack of support in starting a business/project.
- There could be an increased focus on the Façade Improvement Grant program.

Available Business Supports

Frontenac Business Services was identified as the only available business support within the County.

Unavailable Business Supports

The following business supports were identified by respondents as being crucial to ensuring the successful operations of their businesses, however these business supports are not available within the County:

- Accommodation and housing
- Broadband and Internet
- Marketing
- Business coaching
- A central resource/key point of contact
- Small start-up funding
- Public transport

2.2.4 Relevance Ranking of 2015's County Attributes

A review of the relevance of the County attributes from the 2015 Charter for Economic Development was evaluated by participants. According to the results of the focus group discussions, the top three attributes that still resonate with participants today include rural, natural and tranquil. The bottom three attributes that least resonated with participants were fast-paced, high-tech and prosperous. Figure 1 breaks down the results on a scale of 1 (not relevant) to 5 (very relevant) by focus group along with the county average.

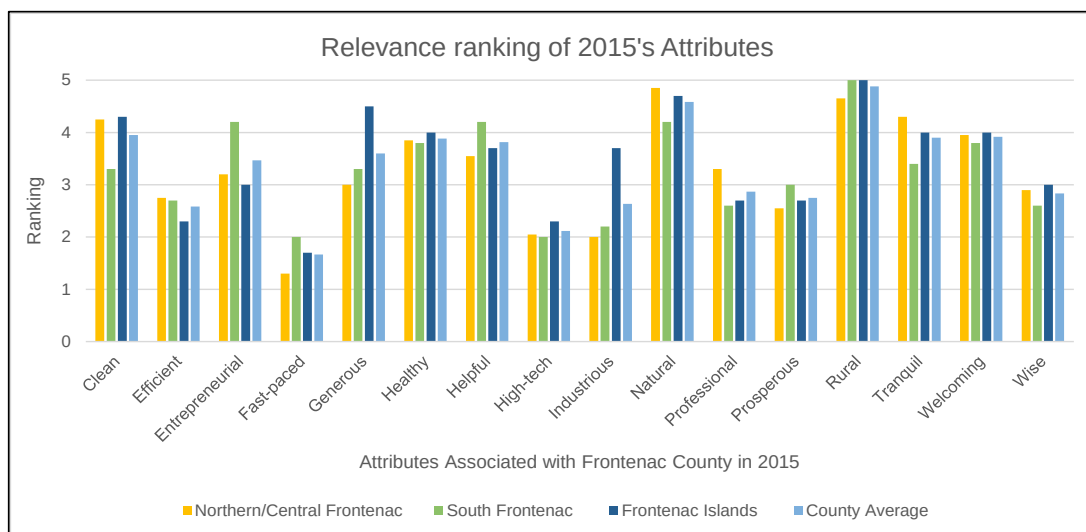


Figure 1. Relevance Ranking of 2015's County Attributes.

Table 1 compares the relevance of Frontenac County's attributes to their results in 2015 as being either 'most relevant' or 'least relevant'. It was observed that the Entrepreneurial attribute dipped in 2022, compared to its indicator of being in the category of 'most relevant' in 2015. All other attributes remained consistent with their 2015 findings.

Table 1. Relevance Ranking of 2022's County Attributes Compared to 2015.

Frontenac County Attribute	2022 Relevance (County Average)	2015 Indicator
Rural	4.8	Most
Natural	4.7	Most
Clean	4	Most
Tranquil	4	Most
Welcoming	3.9	Most
Healthy	3.9	Most
Helpful	3.8	Least
Generous	3.5	Least
Entrepreneurial	3.4	Most
Professional	3	Least
Wise	2.9	Least
Prosperous	2.7	Least
Efficient	2.6	Least
Industrious	2.5	Least
High-tech	2.1	Least
Fast-paced	1.6	Least

2.3 Activity Themes

2.3.1 Relevance Ranking of 2015's Activity Themes in 2022

All of identified activity themes in 2015 remained relevant in 2022 (see Figure 2). Each activity theme was ranked from 3.3 to 5.0 on a scale of 1 (not relevant) to 5 (very relevant). There are no significant differences between the Townships.

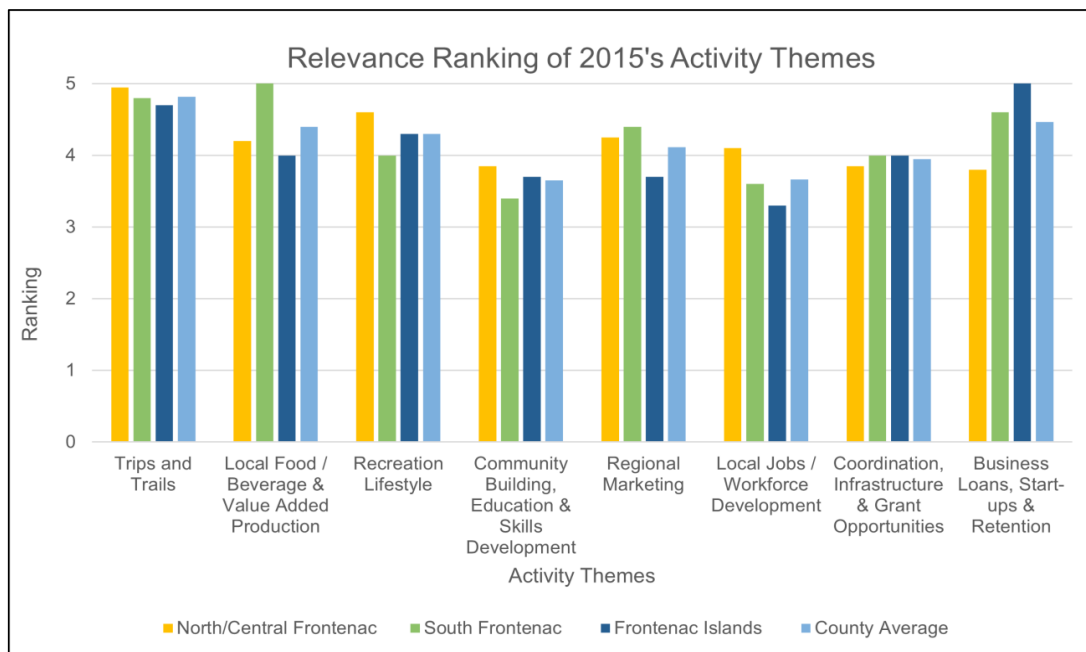


Figure 2. Relevance Ranking of 2015's Activity Themes in 2022.

2.3.2 Prioritizing 2015's Activity Themes in 2022

The results of the focus group discussions indicated that even if all activity themes remained relevant in a context 2022, the way in which they are prioritized could be discussed and debated as the priorities were not always aligned depending on the Township. Key findings revealed that:

- Overall, one township tended to set different priorities to the presented activity themes.
- "Trips and Trails" is listed as either first or second place in every township (except one).
 - One comment indicated that the trips and trails are great, but the issue lies in the accessibility to food and accommodation. While the County has the trails, there are no destinations along the trail to eat or to stay overnight.
- "Local Food / Beverage & Value-Added Production" remained in the top two priorities for every Township. There was a need to ensure that Frontenac County becomes a food destination (restaurants and dining in support of tourism) by supporting more food businesses in the region.
- "Regional Marketing" is seen as a bigger priority for most townships knowing that promotion and communication are essential for their community development.

Promoting an alternative lifestyle will increase the number of visitors and businesses in their area. An issue they struggle with is a lacking/limited visibility within the County as a destination and business location.

- A recommendation presented during the discussions centred around improving traffic signalization and roadside advertising. For example, a sign pointing towards the businesses and the attractions could increase their offer and their level of attraction.
- “Recreation Lifestyle” dipped to a sixth position. Even if “Recreation Lifestyle” remained relevant, participants acknowledged that the word ‘environment’ has changed insofar that working from home is more frequent. Therefore, other areas (such as broadband and technology) should be prioritized.
- In terms of “Local Jobs / Workforce Development”, the County is not seen as competitive as the City of Kingston for variety of positions and the ability to garner a higher salary. Within the County:
 - Their accommodations and housing offering are very limited and local businesses struggle to find housing for their employees.
 - The lack of public transportation is an issue because employees must take the ferry, bike, or drive to go to work (depending on their location within the county).
 - There is an existing workforce locally. The market is mostly made of trades and individuals relocating from one township to another.

Figure 3 presents the prioritization of the 2015 Economic Development Charter activity themes in the context of 2022 by Township and county average, with a ranking on a scale of 1 (lowest priority) to 8 (highest priority). As an example, Local Food / Beverage & Value-Added Production should be the highest priority in 2022 with a county average of 8.

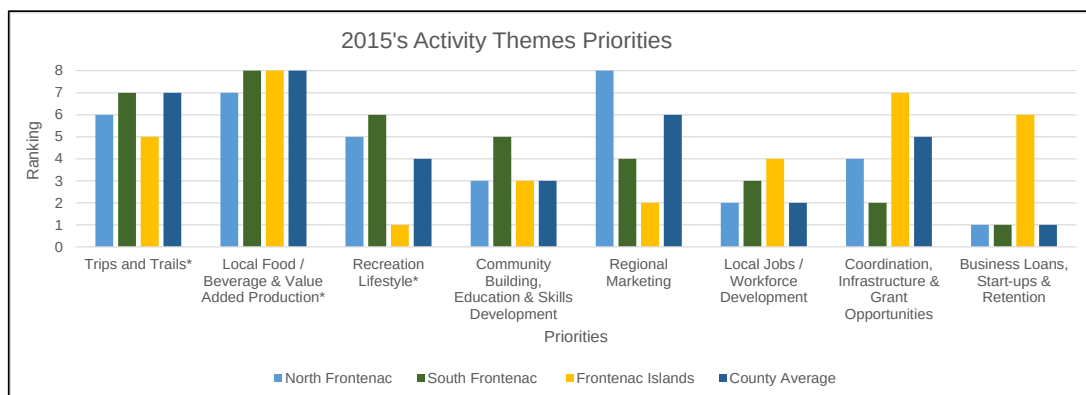


Figure 3. 2015's Activity Themes Prioritized in 2022.

2.3.3 New Activity Themes

Emanating from the focus group discussions, a series of new Activity Themes were suggested, including:

- Youth Attraction and retention (jobs and education)
- Water quality
- Infrastructure and road safety
- Experiences beyond outdoor recreation (such as theatre, artisans, cooking classes, etc.)
- Alternative forms of business support and services
- Indigenous history (such as library programs, cemetery information, tours, and local businesses)
- Partnerships explored
- Succession planning for the workforce
- Farm growth
- Advocacy at higher levels
- Small Format Startup's support
- Communal Servicing and Community Building

2.5 Guiding Statements

2.5.1 Relevance Ranking of 2015's Guiding Statements

From the results of the stakeholder focus group sessions presented in Figure 4, all guiding statements remained relevant in 2022, with a ranking that ranged between 4 and 5 on a scale of 1 (not relevant) to 5 (very relevant).

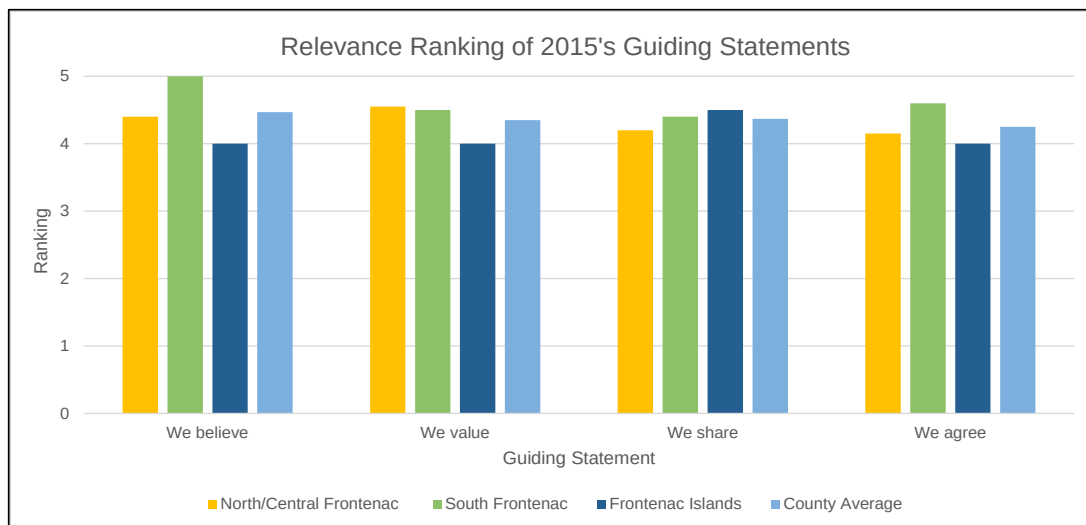


Figure 4. Relevance Ranking of 2015's Guiding Statements in 2022.

2.5.2 Updating the Guiding Statements

The focus group discussions highlighted some key points to improve the guiding statements and to enhance the economic development of the County, including:

- The statements are very broad and are hard to disagree with.
- The emphasis on economic development is questionable. A strong economy is not essential and should be rewritten as a 'healthy economy'.
- The economy and the society should always be adapting.
- Need to better determine and agree on how community development is defined. The community must be developed to ensure that people will remain in the area. The strong sense of community is the reason for people moving in Frontenac County.
- There are limited to no business supports, nor a common voice for businesses outside of the ambassador program.
- It is important to focus on existing businesses to foster growth and investment.

-
- Supporting local food has added value for the customers that are ready to buy from different shops, but these local products tend to be more expensive. A one-stop shop is also a benefit for customers as it can reduce commuting over long distances throughout the county.
 - Competition should not be seen as a threat. When tourism rebounds from the downturn due to the pandemic, it will provide customers with other options and increased variety.
 - The county could better embrace and leverage its unique, quiet and unindustrialized brand and identify.

2.6 Demographics

2.6.1 General Comments

Demographic data presented during the focus group discussions provided an updated glimpse into key facts about those who reside within the county. Participants requested updated data regarding housing stats (i.e.: senior housing, affordable housing and permanent residency), but these datasets as part of the 2021 Census had not yet been made public by Statistics Canada. The aging of the population needs to be considered - retired people will leave the workforce and will require senior/more affordable housing, which had led to questions about the current and future capacity within the county to accommodate this trend.

The aging of the population is also related to the importance of youth retention. The discussion evolved into attempting to focus on how to create a community that attracts and retains young people (new and people born in the community). Many youth are leaving the county for higher education and are not returning to the area until they are ready to settle down / establish roots in the community.

2.6.3 Demographic Measurements

To assist the county in better understanding and assessing the impacts of their strategic planning efforts, a series of measurement tracking indicators were presented during the focus group discussions, including:

- Changes in tourism spending
- Trail usage
- Number of building permits issued
- Desired increases / decreases in certain age cohorts
- Changes in the workforce participation rate
- Changes in the percentage of those self-employed
- Changes in those working from a home office setting
- Changes in the individual and household income

3.0 Updated Vision and Priority Setting

As a result of extensive consultation activities guiding the development of the Charter for Economic Development, four primary focus areas have emerged: economic infrastructure, housing, food and beverage, and tourism. These areas will be central to both the business planning process of the County's Economic Development Department and the implementation of programs in the County-wide Community Improvement Program. To support each focus area and demonstrate their positive impact on the County, specific objectives and success indicators have been outlined. Additionally, a marketing strategy has been proposed to facilitate the achievement of objectives within each focus area.

3.1 Focus Area: Economic Infrastructure

Investing in Economic Infrastructure establishes resilient business environment by fostering economic activities led by local businesses. Frontenac County can provide a supportive foundation to the local economy by implementing communal services and ensuring broadband access is available throughout the community. Recognizing the critical role of infrastructure for businesses and residents, Frontenac County seeks to meet evolving needs, enhance quality of life, and align with economic trends, crucial for attracting and retaining talent, businesses, and residents.

3.1.1 Objectives

1. **Facilitate Small-Scale Economic Activities:** Establish policies and programs to encourage small-scale commercial and industrial activities, particularly in high-traffic corridors and settlement areas.
2. **Enhance Communal Services:** Support the implementation of communal services and foster development interest in shared solutions to meet the diverse needs of businesses and residents.
3. **Broadband Access for All:** Monitor progress on projects to enable high-speed internet infrastructure throughout Frontenac County.
4. **Community Health and Wellbeing:** Participate in partnerships to enhance community health and wellbeing, fostering the development and preservation of vital services, such as local family health clinics.
5. **Grow and Maintain Business Community in Frontenac County:** With a lack of business associations in Frontenac, the County should create opportunities for business connections and partnerships.

3.1.2 Success Indicators

1. **Industrial Land and Commercial Space Growth:** Track the growth of available and used industrial lands (acres) and commercial space (ft²)

2. **Broadband and Cellular Coverage Increase:** Track the percentage increase in broadband and cellular coverage.
3. **Remote Workers Increase:** Quantify the increase in the number of remote workers.
4. **Broadband Access for Businesses and Homes:** Track progress regarding the number of businesses and homes with access to broadband.
5. **Communal Services Expansion:** Assess the increased number of new water and wastewater services using communal services. Track number of and percentage of residential and commercial units using communal service in the County.
6. **Ambassador Program:** Quantify the increase of business ambassadors in Frontenac County and track engagement during networking events and workshops.

3.1.3 Recommended Marketing Initiatives

- Successful investments in economic infrastructure strengthen the value proposition behind the development of strategic marketing and promotional campaigns necessary to attract residents and businesses to the area.
- Promote communal services to developers.
- Use Community Improvement Programs as a basis to attract investment.



3.3 Focus Area: Housing

Recognizing housing as a fundamental driver for community and business development, Frontenac County seeks to create a diverse and vibrant residential in our community. This can be done by establishing supportive regulations, improving infrastructure, and engaging with developers. Success will result in the attraction of a diverse population across many demographics. Tailoring options to middle-income households is crucial for attracting skilled professionals and families to Frontenac, which is essential for sustained economic growth.

3.3.1 Objectives

1. **Holistic Development Support:** Establish a regulatory framework and infrastructure conducive to diverse residential developments across Frontenac County.
2. **Strategic Collaboration with Developers:** Develop marketing materials and execute an outreach campaign to foster collaboration with residential developers, promoting planned development sites.
3. **Affordability and Attraction Programs:** Implement programs to enhance housing affordability and actively attract permanent residents to Frontenac County.
4. **Diversity in Residential Options:** Establish regulations supporting various residential structures, appealing to the broader development community and contributing to a more diverse population base.
5. **Tailored Housing Options:** Recognize and prioritize the housing needs of middle-income households to attract high-skilled professionals and working families.

3.3.2 Success Indicators

1. **Residential Dwellings Increase:** Track growth in the overall number of residential dwellings within the County.
2. **Population Base Increase:** Quantify the increase in the population base within the County, both permanent and seasonal.
3. **Various Housing Options Increase:** Quantify growth in the number of various housing options.
4. **Planned Subdivision Developments:** Track the increase in the number of planned subdivision developments within the County.
5. **Commercial Properties/Lands Availability:** Evaluate the supply of commercial properties/lands for sale or lease.

3.3.3 Recommended Marketing Initiatives

- Investments in subdivision development using Communal Services will lead to diverse housing opportunities for the Townships and Frontenac County.
- A marketing strategy is required to promote new housing options on the market.

- Develop a marketing campaign to attract residential developers.
- Use Community Improvement Programs to help attract housing investment to Frontenac County.

3.4 Focus Area: Food and Beverage

In Frontenac County, the Food and Beverage sector is dedicated to enhancing the culinary landscape by supporting the local food ecosystem and encouraging additional spending by visitors to the region. This focus aims to enrich culinary tourism by expanding and diversifying culinary experiences. Over the past decade, Frontenac County has also seen an increase of food processors. Through the development policies and programs to support value-added production, Frontenac County can foster economic growth, promote business expansion, and position local establishments as community hubs. This strategy not only supports the demographic trend towards localized food sources but also contributes to the county's allure as a center for culinary excellence.

3.4.1 Objectives

1. **Local Food Ecosystem Support:** Provide support to producers and processors creating food products in Frontenac County.
2. **Expansion of Food Processing:** Support the scaling of food processing activities, emphasizing export opportunities.
3. **Value-Added Production:** Ensure availability of appropriate food processing infrastructure to facilitate value-added production from farm-based commodities.
4. **Culinary Tourism Development:** Increase culinary experiences throughout Frontenac County, establishing the region as a sought-after culinary destination.
5. **Culinary Diversity and Business Growth:** Promote a diverse selection of culinary experiences, utilizing restaurants and food establishments as community gathering spaces, fostering economic growth, and supporting local businesses.
6. **Small Scale Agriculture:** Establish Frontenac County as a destination for small scale, local agriculture and strengthen community support for local farms.

3.4.2 Success Indicators

1. **Increased Culinary Experiences:** Track growth in restaurants, food stands, events, and retail operations. Assess customer satisfaction through surveys.
2. **Growth in Value-Added Agriculture:** Quantify expansion of value-added agriculture, agri-business, specialty products, and artisan foods. Monitor diversity of agricultural products and processing methods in Frontenac County.
3. **Transition of Early Food Ventures:** Track early food ventures transitioning to commercial or retail environments. Assess success and sustainability through follow-up surveys or case studies.
4. **Emergence of Breweries, Distilleries, and Wineries:** Monitor establishment and growth of these establishments. Assess economic impact and community engagement.
5. **Business Success Rate:** Evaluate overall change in success rate of food and beverage businesses. Analyze factors like customer feedback, innovation, and community engagement.
6. **Participation in Open Farms Days:** Track number of farms and number of consumers who participate in Open Farms Days events. Capture economic impact of Open Farms Days.

3.4.3 Recommended Marketing Initiatives

- Establish Frontenac County as a destination for small-scale farming and unique farm-to-table partnerships and experiences.
- Regional marketing strategy is required to promote authentic, artisan and locally produced food and beverage products year-round.
- Strategic placement of highway signage to attract passersby off arterial highways and roadways.
- Ensure local culinary and farm-to-table events are highlighted in far-reaching campaigns.



3.5 Focus Area: Tourism

Tourism development in Frontenac County's focuses on developing its rich natural assets into a cohesive destination, highlighted by Frontenac County's Destination Development Plan. This stems from includes creating interconnected tourism trails that weave together recreational, culinary, and cultural experiences and creating policies and programs to promote businesses along Frontenac County's lakes and trails. This will enhance ease of access and encourage year-round visitation. Safe links between communities will boost recreation, active transportation, and tourism, stimulating economic growth within our communities and diversifying attractions along the connecting links, thereby reinforcing Frontenac's status as a vibrant, four-season destination.

3.5.1 Objectives

1. Destination Development: Implement the Frontenac Regional Destination Development Plan, unifying exploration via the regional trail network and establishing signature attractions.
2. Tourism Trails: Establish "tourism trails" connecting varied recreational experiences, culinary offerings, and creative pursuits as recommended by the Destination Development Plan.
3. Business Integration: Develop policies and promote businesses near lakes and trails, fostering increased network usage and attracting complementary services.
4. Year-round Appeal: Promote four-season utilization of lakes and trails, supporting business retention and diversifying tourist attractions.
5. Community Links: Create safe connection between communities in Frontenac County for recreation, active transportation, and tourism, stimulating business growth and contributing to assessment growth.

3.5.2 Success Indicators

1. Increased Partnerships and Collaboration: Count established tourism packages.
 2. Increased Year-round Tourism: Quantify growth in year-round tourism visits and spending. Evaluate diverse activities attracting visitors for comprehensive year-round appeal.
 3. Visitor Activity Impacting Local Spending: Measure correlation between increased visitor activity and rise in local spending. Assess economic impact on local businesses and community by tracking growth in services and job opportunities.
 4. Trail Use: Utilize technology to track use of the trails network. Assess user demographics and preferences for targeted marketing strategies.
-

5. Lake Use: Establish tracking measures for recreational lake use. Monitor environmental impact and sustainability practices related to increased presence of tourists on lakes.

3.5.3 Recommended Marketing Initiatives

- A regional marketing strategy that showcases lifestyle, leisure/recreational and business investment opportunities throughout the county will contribute to increasing the number of businesses in, and visitors to the county.
- Understanding the core demographic profile of visitors to Frontenac County will help ensure an effective marketing strategy is developed and deployed.
- Marketing strategies and target audience should focus on the Ottawa to Toronto corridor, some areas of Montreal, Pennsylvania, and New York for a defined attraction radius.



4.0 Demographic Insights

4.1 Families & Children

Families, especially those involved in family-owned businesses within the lakes, trails, and agri-food sectors, form an integral part of Frontenac County's community and economy. They contribute significantly to the local labour pool, particularly within tourism businesses, drawn to the area for its affordability and the natural beauty that offers abundant recreational opportunities. These families create demand for local food and beverage options and seek reliable transportation networks for daily activities such as work, school, and recreation. Additionally, the global shift towards work-from-home arrangements has underscored the need for family wage-earners to participate in economic activities remotely, supported by stable broadband internet and telecommunications infrastructure. To meet these needs, housing solutions tailored to middle-income families are deemed essential.

4.2 Youth & Young Professionals

Youth and young professionals are identified as the backbone of the future economic landscape of Frontenac County, vital for the tourism sector and the succession planning of existing businesses. They are in pursuit of career opportunities that resonate with their personal, professional, and social aspirations while being actively involved in sustainable practices, environmental conservation, and renewable energy efforts. To retain and attract this demographic, Frontenac County must present itself as an appealing environment for future leaders. As more businesses adopt automation and online sales, there will be a growing need for an educated and tech-savvy workforce. The overall lower cost of housing in Frontenac County, when compared to larger urban environments makes homeownership attainable in Frontenac for this demographic, especially with modern and diverse housing solutions in place.

4.3 Seniors

Frontenac County is seen as an attractive retirement destination, and as of 2021, 45% of the County's population is aged 55 years of age or older. To support an aging population, there is demand for improved transportation options, convenient and accessible healthcare, and reliable mobile phone and broadband connectivity. Initiatives like community rideshare programs and rural transit links could significantly improve mobility. Moreover, providing accessible outdoor seating, eye-level parking signage, collaborating with health service providers for rural supportive housing and long-term care facilities, and ensuring options for independent living are pivotal in reinforcing seniors' connection to the community. Developing multi-unit housing that is both affordable and accessible for seniors and people with disabilities is also highlighted as an important objective.



To: Warden and Council

From: Kevin Farrell, Chief Administrative Officer

Prepared by: Jannette Amini, Manager of Legislative Services/Clerk

Date of meeting: July 17, 2024

Re: **Corporate Services – Authorization to enter into an Agreement with the Township of Frontenac Islands for the Removal of Boarding Restrictions and Indemnification of the County of Frontenac for the Howe Island Ferry**

Be It Resolved That the Council of the County of Frontenac authorize the Warden and Clerk to execute an agreement with the Township of Frontenac Islands for the Removal of Boarding Restrictions and Indemnification of the County of Frontenac for the Howe Island Ferry;

At its regular meeting held March 20, 2024, through [Report 2024-033](#), County Council passed the following resolution, being Recommend Reports from the Chief Administrative Officer, clause c):

Motion #: 40-24 Moved By: Warden Smith
Seconded By: Councillor Fowler

2024-078 Corporate Services Authorization to enter into an Agreement wit...

And Whereas all costs associated with the operation of the ferry are the responsibility of the vessel owner, the Ontario Ministry of Transportation (MTO) and the Township of Frontenac Islands (the “Township”);

And Whereas legal fees, with the sole exception of fees related to labour relations are the sole responsibility of the Township;

And Whereas the Township of Frontenac Islands has requested that the County of Frontenac consider amending boarding policies to remove all restrictions during peak commuter hours, thereby deleting the reference to a 3,000 kg weight limit in the following policies:

- MS-12-019 Heavy Truck Restriction
- MS-17-001 Heavy Truck Restriction Period Agricultural Related Exemptions
- MS-12-018 Weekend & Holiday Truck Restrictions

And Whereas it is important to take into account the opinion of residents regarding the change as prior changes to boarding policies have been extremely contentious;

Now Therefore the County of Frontenac request that the Council of the Township of Frontenac Islands commence a minimum fifteen (15) day public consultation with Howe Island residents and businesses and report their findings to County Council;

And Further that the Township of Frontenac Islands acknowledge that all costs related to request, including staff time, will be the responsibility of the Township;

And Further that The Township of Frontenac Islands fully indemnify the County for any legal action that may result from this request;

And Further that all questions, comments and concerns received by County staff related to the request be directed to the Township for their attention;

And Further that this matter be deferred until such time as the Township has reported on their public consultation and provided a motion acceptable to the County Clerk with respect to related costs and indemnification.

Carried As Amended

On June 5, 2024, the Clerk received correspondence from the CAO/Clerk of the Township of Frontenac Islands that the Township of Frontenac Islands had agreed to the legal liability and indemnification resulting from any lawsuits brought against the County due to the lifting of the weight restrictions, acknowledged that all costs resulting from any lawsuits brought against the County due to the lifting of the weight restrictions will be the responsibility of the Township, and would agree to respond to any and all questions, comments and concerns received by County of Frontenac staff in relation to the request to lift weight restrictions.

As a result, at its regular meeting held June 19, 2024, Council passed the following resolution, being Recommend Reports from the Chief Administrative Officer, clause j):

Recommend Report to Council

Corporate Services – Authorization to enter into an Agreement with the Township of Frontenac Islands for the Removal of Boarding Restrictions and Indemnification of the County of Frontenac for the Howe Island Ferry
July 17, 2024

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Financial Implications

Given that the Township of Frontenac Islands has agreed to now indemnify against any legal actions related to the lifting of the weight restrictions, the County's financial exposure should be limited to non-labour legal costs in relation to legal advice and the drafting and review of the formal indemnification agreement. County costs incurred in the defense of any legal actions related to the weight restrictions being lifted would be billed back to the Township of Frontenac Islands.

Organizations, Departments and Individuals Consulted and/or Affected

Alex Lemieux, Director of Corporate Services/Treasurer
Rob Dillabough, Manager of Marine Services
Vanessa Latimer, Chief Administrative Officer, Township of Frontenac Islands
Councillor Bill Saunders, Deputy Mayor, Township of Frontenac Islands

Recommend Report to Council

Corporate Services – Authorization to enter into an Agreement with the Township of Frontenac Islands for the Removal of Boarding Restrictions and Indemnification of the County of Frontenac for the Howe Island Ferry
July 17, 2024

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FRONTENAC



Report 2024-076

Council Recommend Report

To: Warden and Members of County Council

From: Kevin Farrell, Chief Administrative Officer

Prepared by: Richard Allen, Manager of Economic Development

Date of meeting: July 17, 2024

Re: **K&P Trail – Central Frontenac Request for Trailhead Funding to Support the Construction of an Accessible Washroom at the Sharbot Lake Beach**

Recommendation

Be It Resolved That the Council of the County of Frontenac acknowledge the request from the Township of Central Frontenac for Trailhead funding to support the construction of an accessible washroom at the Sharbot Lake Beach;

And Further That staff be directed to develop criteria for establishing trailheads and for considering funding requests for the development of trailheads;

And Further That the draft trailhead criteria and funding mechanisms be reviewed by the Planning and Economic Development Advisory Committee.

Comment

On May 3, 2024, the County received a request from the Township of Central Frontenac for \$100,000 to support the installation of an accessible washroom at Sharbot Lake Beach. This request specifies the County's established vision to invest \$100,000 in each township to create trailheads associated with the K&P Trail, and the Township would like the County to direct the trailhead investment in Central Frontenac to be directed towards this project.

This report evaluates the request and proposes a structured approach to funding trailhead developments within Frontenac County.

In September 2018, the Manager of Economic Development presented five key principles for trail development to guide budget decisions and capital planning for the Frontenac K&P Trail:

1. Spine Route: Establish a primary off-road trail connecting Frontenac communities.
2. Quality of Build: Adhere to the Ministry of Transportation trail standards.
3. Trailheads: Develop four access points, one in each township, with a maximum county investment of \$100,000.
4. Signature Destination: Promote the K&P Trail as a recognized trail across Ontario.
5. Partnership and Recognition: Engage in regional partnerships to include the K&P Trail in broader networks.

These principles established the scope for the trail, including length, quality, key access points, and associated marketing efforts, planned over ten years with an appropriate portion of the levy supporting these costs.

While Council adopted the Vision and Principles for K&P Trail Development in 2018 which included the above noted reference to a maximum investment of \$100,000 per trailhead, no funding commitment has been made through the budgetary process. As such, any recommendation would need to be accompanied with guidance upon where any funds required to make these investments would be drawn from.

The 2021 K&P Trail Management Plan outlines the following criteria for trailheads in Section 5.2.1:

Trailheads are intended to be a gathering spot and a location that can help generate maximum economic benefit to the community while providing a convenient location for short and long-term parking for trail users. A Trailhead can be described as a central location where fifteen or more cars and/or trailers can be parked adjacent to the trail. Trailheads may include hard surfacing, lighting, garbage bins or washrooms. They will generally require approximately 0.5 hectares or more land. The users would be tourism/hospitality providers and municipal officials will routinely direct out-of-town guests and user groups to trailheads to ensure ample safe parking and maximize economic return to the community. Trailhead locations are or can be Verona, and notably, Sharbot Lake and Harrowsmith, where regional trails intersect with the K&P.

Where feasible, the following amenities will be considered: Vehicle parking, benches and rest areas, and information kiosks. The following facilities may be considered - toilet facilities, water drinking stations, garbage receptacles, and charging infrastructure. Locations at Verona, Harrowsmith, Sharbot Lake, North Frontenac and Wolfe Island have been identified for trailheads.

In 2022, Frontenac County completed the construction of a Trailhead in South Frontenac, located at the corner of Bellrock Road and Road 38 in the hamlet of Verona. This facility is owned and operated by the County and consists of a paved lot with 30 parking spaces and 2 accessible parking spaces, along with signage and direct access to the K&P Trail. The concept received feedback from the public as part of an open house hosted on November 20, 2017, and was reviewed by the Community Development Advisory Committee prior to approval by County Council. The construction of the Verona Trailhead was primarily funded through a grant from the Investing in Canada Infrastructure Program.

To effectively utilize County funds and support partnership projects for trailhead development, it is recommended to establish clear criteria and processes for managing funding and partnerships.

Strategic Priorities

Priority 2: Contribute to the Progress of Sustainable Economic Growth and Prosperity Throughout the County

- Work with Townships to improve and sustain the villages and hamlets across the region.

Priority 4: Maximize Administrative Leadership within the County Administration

- Ensure efficient and responsible financial management of County resources.
- Ensure transparency and accountability of the governance of the County of Frontenac (Council and its Committees).
- Ensure community engagement remains a continued priority and to develop dynamic solutions to improve citizen awareness/involvement in County of Frontenac activities and to promote collaboration with member municipalities.

Financial Implications

While Council adopted the Vision and Principles for K&P Trail Development in 2018 which included a reference to a maximum investment of \$100,000 per trailhead, no funding commitment has been made through the budgetary process. As such, any recommendation would need to be accompanied with guidance upon where any funds required (i.e. \$300,000 representing a \$100,000 commitment to North Frontenac, Central Frontenac, and Frontenac Islands) to make these investments would be drawn from. Any funding would have to come from an existing reserve (if available) or raised through taxation.

Organizations, Departments and Individuals Consulted and/or Affected

Alex Lemieux, Director of Corporate Services/Treasurer
The Township of Central Frontenac



Township of Central Frontenac

1084 Elizabeth Street, P.O. Box 89, Sharbot Lake, ON K0H 2P0
Tel: 613-279-2935 or 1-800-300-6851, Fax: 613-279-2422
www.centralfrontenac.com



May 3, 2024

Via: Email

Jannette Amini
Manager of Legislative Services/Clerk
County of Frontenac
2069 Battersea Road
Glenburnie, ON K0H 1S0

Dear Jannette,

Re: Funding for Trail Head Building

I understand the County of Frontenac approved a K&P Trail Management Plan in 2021 which commits up to \$100,000 from the County to support the development of appropriate trail heads and related infrastructure in each municipality.

I am requesting that this letter along with the following resolution, which is coming before our council on May 14, 2024 be placed on the County Agenda for May 15, 2024.

Whereas the County of Frontenac approved a K&P trail management plan in 2021;

And Whereas the approved plan commits up to \$100,000 from the County to support the development of appropriate Trail Heads and related infrastructure in each municipality;

And Whereas the Township has designated the Sharbot Lake Beach & Park as the primary site for a Trail Head in Central Frontenac;

And Whereas the first phase of the development will include a public washroom owned and operated by the Township for use by trail users;

And Whereas the anticipated construction cost for the building is \$301,500.00 including local fundraising.

Now Therefore the Township of Central Frontenac request that the County designate up to \$100,000 for the project to help support the local share required to construct the facility and that such funds be released by the County as expenses are incurred.

Council is in full support of this project to build a 4-season accessible public washroom and as such your efforts to bring this forward to County Council on May 15, 2024 is much appreciated.

Sincerely,

Cathy MacMunn
Chief Administrative Officer & Clerk

By-Law No. 2024-018

Of

The Corporation of the County of Frontenac

Being a by-law to declare lands Legally Described as Part Lot 12, Concession 2, being Part 1 of Registered Plan 13R22990, Geographic Township of Hinchinbrooke, Township of Central Frontenac, Surplus for the purpose of granting a right-of-way over part of the K&P Trail.

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

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

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

And Whereas the Council for the Corporation of the County of Frontenac considers it desirable and expedient to declare lands legally described as to declare lands Legally Described as Part Lot 12, Concession 2, being Part 1 of Registered Plan 13R22990, Geographic Township of Hinchinbrooke, Township of Central Frontenac, Surplus for the purpose of granting a right-of-way over part of the K&P Trail;

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

1. **That** lands legally described as to declare lands Legally Described as Part Lot 12, Concession 2, being Part 1 of Registered Plan 13R22990, Geographic Township of Hinchinbrooke, Township of Central Frontenac, surplus for the purpose of granting a right-of-way over part of the K&P Trail;
2. **That** pursuant to By-law No. 17-1995, third reading of this by-law be given at the July 17, 2024 County Council meeting to accommodate public notice requirements;
3. **That** this by-law shall come into force and take effect upon the date of final passing.

Read a first and second time this 19th day of June, 2023.

Read a third time, signed, sealed and finally passed this 17th day of July, 2024.

The Corporation of the County of Frontenac

Frances Smith, Warden

Jannette Amini, Clerk

By-law No. 2024-018 – to declare lands Legally Described as Part Lot 12, Concession 2, being Part 1 of Registered Plan 13R22990, Geographic Township of Hinchinbrooke, Township of Central Frontenac, Surplus for the purpose of granting a right-of-way over part of the K&P Trail.
July 17, 2024

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By-Law Number 2024-021

of

The Corporation of the County of Frontenac

being a by-law to Adopt a Policy with Respect to the Manner in which the Corporation of the County of Lennox and Addington will Protect and Enhance the Tree Canopy and Natural Vegetation in the Municipality

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

Whereas the Municipal Act provides that every municipality shall establish policies with respect to the manner in which it will protect and enhance the tree canopy and natural vegetation in the municipality; and,

Whereas the tree canopy and vegetation in the County of Frontenac are protected by the County's Official Plan;

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

1. **That** the Council of the Corporation of the County of Frontenac hereby confirms that the following sections of the County Official Plan shall constitute the policy as require by Section 270(1) 7 of the *Municipal Act, 2001* the tree protection and enhancement policies:
 - a) **Section 2.1.3** establishes the definition of and encourages 'good forestry practices' to ensure a sustainable forestry industry in the County. This typically translates to no clear cutting, establishing mitigation measures, and areas of protection.
 - b) **Section 7.1.3** establishes objectives to protect and enhance the natural heritage system. A healthy tree canopy is part of the natural heritage system.
 - c) **Section 7.1.4.6** establishes policies for the protection of significant woodlands.
 - d) **Section 7.1.4.8** establishes polices for the protection of natural linkages and biodiversity areas.
 - e) **Section 7.1.4.10** sets out enabling policies that allow staff to request an environmental impact study to delineate, characterize, analyze, and plan for the protection of natural heritage systems and its components in the development review process.
2. **That** this By-law shall come into force and take effect upon the date of final passing.

Read a First and Second Time this 17th day of July, 2024.

Read a Third Time, Signed, Sealed and Finally Passed this 17th day of July, 2024.

The Corporation of the County of Frontenac

Frances Smith, Warden	Jannette Amini, Clerk

By-Law Number 2024-022

of

The Corporation of the County of Frontenac

being a by-law authorize the execution of a partnership agreement with Frontenac Business Service for \$5,000.

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

Whereas the County of Frontenac wishes to enter into an Agreement with Frontenac Business Service for \$5,000.

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

1. **That** the Warden and Clerk are hereby authorized to enter into a Partnership Agreement with Frontenac Business Service for \$5,000 for the healthcare operational review of the medical clinics in Frontenac County.
2. **That** this By-law shall come into force and take effect upon the date of final passing.

Read a First and Second Time this 17th day of July, 2024.

Read a Third Time, Signed, Sealed and Finally Passed this 17th day of July, 2024.

The Corporation of the County of Frontenac

Frances Smith, Warden	Jannette Amini, Clerk

By-Law Number 2024-023

of

The Corporation of the County of Frontenac

being a by-law to Authorize the Warden and Clerk to Execute a Municipal Funding Agreement with the Association of Municipalities of Ontario (AMO) for the Transfer of the Canada Community Building Fund to 2033

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

Whereas Canada, the Province of Ontario, Ontario municipalities as represented by AMO and Toronto are signatories to the administrative agreement on the Canada Community-Building Fund (formally known as the Federal Gas Tax Fund) on April 1, 2014 (the "Canada-Ontario-AMO-Toronto Agreement"), whereby AMO agreed to administer federal gas tax funds made available to Ontario municipalities, excluding Toronto, pursuant to the Canada-Ontario-AMO-Toronto Agreement on behalf of Canada; and,

Whereas the County of Frontenac entered into an Agreement with Association of Municipalities of Ontario (AMO) for the Transfer of Federal Gas Tax Revenues to 2024; and,

Whereas The Association of Municipalities of Ontario (AMO) extended the Federal Gas Tax Fund to 2033 by signing the Administrative Agreement for the transfer of the Federal Gas Tax Fund which took effect on April 1, 2024.

Whereas the County of Frontenac wishes to enter into this Agreement in order to participate in the Canada Community-Building Fund; and,

Whereas AMO is carrying out the fund administration and coordinating role in accordance with its obligations set out in the Canada-Ontario-AMO-Toronto Agreement and it will accordingly undertake certain activities and require Recipients to undertake activities as set out in this Agreement.

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

1. **That** the Council of the County of Frontenac authorize the Clerk and Warden to sign the Municipal Funding Agreement on the Canada Community Building Fund.
2. **That** this By-law shall come into force and take effect upon the date of final passing.

Read a First and Second Time this 17th day of July, 2024.

Read a Third Time, Signed, Sealed and Finally Passed this 17th day of July, 2024.

The Corporation of the County of Frontenac

Frances Smith, Warden

Jannette Amini, Clerk

By-Law Number 2024-024

of

The Corporation of the County of Frontenac

being a by-law to Authorize the Warden and Clerk to Execute an Agreement with the Township of Frontenac Islands for the Removal of Boarding Restrictions and Indemnification of the County of Frontenac for the Howe Island Ferry.

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

Whereas the County of Frontenac wishes to enter into an Agreement with the Township of Frontenac Islands Indemnify the County of any legal action resulting from the removal of Boarding Restrictions for the Howe Island Ferry.

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

1. **That** the Warden and Clerk are hereby authorized to execute an agreement with the Township of Frontenac Islands for the Removal of Boarding Restrictions and Indemnification of the County of Frontenac for the Howe Island Ferry..
2. **That** this By-law shall come into force and take effect upon the date of final passing.

Read a First and Second Time this 17th day of July, 2024.

Read a Third Time, Signed, Sealed and Finally Passed this 17th day of July, 2024.

The Corporation of the County of Frontenac

Frances Smith, Warden	Jannette Amini, Clerk

By-Law Number 2024-025

of

The Corporation of the County of Frontenac

being a by-law to Authorize the Warden and Clerk to Execute an Amending Agreement for the easement agreement across K&P Trail at 13823 Road 38; located at Lot 10, Concession 1, being Part 11 of Registered Plan 13R21601, Geographic Township of Oso, Township of Central Frontenac to permit underground utility access across the K&P Trail.

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

Whereas the County of Frontenac, as part of a condition of purchase and sale, provided an easement over lands legally described as 13823 Road 38; located at Lot 10, Concession 1, being Part 11 of Registered Plan 13R21601, Geographic Township of Oso, Township of Central Frontenac for the purpose of a right-of-way for pedestrian and vehicular access on December 12, 2017; and,

Whereas a dwelling has now been constructed at 13823 Road 38 and the owner requires utility access across the K&P Trail to service this dwelling; and,

Whereas the said easement restricts the owner of the dominant lands from making any improvements to the servients lands without the express prior written consent of the owner of the servients lands:

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

1. **That** the Council of the County of Frontenac authorize the Warden and Clerk to Execute an Amending Agreement for the easement agreement across K&P Trail at 13823 Road 38; located at Lot 10, Concession 1, being Part 11 of Registered Plan 13R21601, Geographic Township of Oso, Township of Central Frontenac to permit underground utility access across the K&P Trail
2. **That** this By-law shall come into force and take effect upon the date of final passing.

Read a First and Second Time this 17th day of July, 2024.

Read a Third Time, Signed, Sealed and Finally Passed this 17th day of July, 2024.

The Corporation of the County of Frontenac

Frances Smith, Warden

Jannette Amini, Clerk

By-Law No. 2024-026

of

The Corporation of the County OF Frontenac

being a by-law to confirm all actions and proceedings of County Council on
July 17, 2024

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 July 17, 2024, 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 July 17, 2024, 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 July 17, 2024, except those taken by by-law and those required by by-law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.

4. **That** this by-law shall come into force and take effect as of the final passing thereof.

Read a First and Second Time this 17th day of July 2024

Read a Third Time and Finally Passed, Signed and Sealed this 17th day of July 2024.

The Corporation of the County of Frontenac

Frances Smith, Warden

Jannette Amini, Clerk