



**Frontenac County Council Meeting**  
**Wednesday, March 20, 2024 – 9:00 a.m.**  
**Township of South Frontenac Council Chamber,**  
**4432 George Street, Sydenham, ON**  
**Council will resolve into Closed Meeting**  
**and will reconvene as regular Council at 9:30 a.m.**  
<https://youtube.com/live/vjFjoaKl1Q4?feature=share>

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## **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 January 17, 2024
2. Labour relations or employee negotiations - as it relates positions within CUPE 2290.

**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 February 21, 2024  
**Resolved That** the minutes of the regular Council meeting held February 21, 2024 be adopted.

**Delegations and/or Presentations**

- a) Presentation by Mr. **Jason Kervin**, ACP, Community Paramedicine and Education Coordinator, Frontenac Paramedics on the Neighbours Saving Neighbours (NSN) volunteer responder program for cardiac arrest #inFrontenac.
- b) **Chief Gale Chevalier** will make a presentation of a Frontenac Paramedics Chief Commendation Award.
- c) **Brady Straw** and **Kelly Andrews** of the Ontario Onsite Wastewater Association will present the County of Frontenac with its Corporate Innovator award for the County's Communal Services Project.

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- d) **Dr. Piotr Oglaza**, **Mr. Wess Garrod** (Chair), and **Councillor Nathan Townend** (Member of the Tri-Board Merger Committee), will provide County Council with an update on the progress of the discussions in exploring a voluntary merger between Hastings Prince Edward Public Health; Leeds, Grenville and Lanark District Health Unit; and KFL&A Public Health.

A Tri-Board Merger Committee was formed, comprising of representatives from each individual Board of Health, with the Medical Officers of Health for each agency serving as ex-officio, non-voting members of the committee.

- e) **Ms. Cindy Cassidy**, Eastern Ontario Trails Alliance, will address County Council as a result of the invitation offered by Council for the EOTA to come and do a presentation on a potential partnership with the EOTA.

**Proclamations**

**Move into Committee of the Whole**

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

**Briefings**

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

**Unfinished Business**

## **Consent Reports from the Chief Administrative Officer**

### **Committee of Management of Fairmount Home**

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

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- b) **2024-031**  
**Fairmount Home**  
**HQO Quality Improvement Plan**  
**Recommendation:**

**Be it Resolved That** the Council of the County of Frontenac receive the Fairmount Home – Quality Improvement Plans (QIP) report;

**And Further That** the Council of the County of Frontenac approve the QIP submission to Health Quality Ontario (HQP) with the quality standard provided by HQO.

- 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) **2024-029**  
**Emergency and Transportation Services**  
**2023 Legislated Response Time Standard Performance Plan -**  
**Reporting to the Ministry of Health (MOH)**  
**Recommendation:**

**Be It Resolved That** the Council of the County of Frontenac receive the Emergency and Transportation Services - 2023 Legislated Response Time Standard Performance Plan Reporting to Ministry of Health for information;

**And Further That** the 2023 Response Time Standard Performance Plan outcomes for the County of Frontenac be reported to the Director, Emergency Health Regulatory and Accountability Branch, Ministry of Health as required by legislation.

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- b) **2024-030**  
**Corporate Services**  
**Appointment of an Area Weed Inspector for the County of Frontenac**

**Recommendation:**

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

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

c) **2024-033**

**Marine Services**

**Request from the Township of Frontenac Islands re Removal of Boarding Restrictions**

**Recommendation:**

**Whereas** the Howe Island County Ferry is operated by the County of Frontenac;

**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 thirty (30) 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.

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**Information Reports from the Chief Administrative Officer**

- a) **2024-028**  
**Corporate Services**  
**2023 Remuneration and Reimbursement of Expenses to Council**  
**Members and Non-Council Appointees Report**

**Reports from Advisory Committees of County Council**

**Return to Council**

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

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

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

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

a) **Motion of Support**  
**One Pass for Motorized Summer Use of Trails**

Moved by: Warden Smith

Seconded by: Deputy Warden Vandewal

**Whereas** the County of Frontenac recognizes the proposals from the Ontario Federation of ATV Clubs and the Eastern Ontario Trails Alliance to create a single pass system for trails in Ontario; and

**Whereas** the current club-managed, geography-based systems for trail passes result in conflict among trail supporters and confusion for tourists and motorized trail users, diminishing the enjoyment and accessibility of the trail network in Eastern Ontario; and

**Whereas** the lack of coordination among existing trail pass systems becomes particularly evident when comparing summer motorized trail use to the well-organized system developed for winter motorized trail use; and

**Whereas** the increasing popularity of all-terrain vehicles, side-by-sides, and dual sport motorcycles in Ontario has highlighted the need for expanded recreational opportunities and a unified pass system to address the uneven landscape of access and support for various motorized recreational uses; and

**Whereas** Frontenac County has made significant investments in the development and rehabilitation of the former Kingston & Pembroke Railway into the K&P Trail, enhancing economic development and tourism in the region; and

**Whereas** a cohesive system of permits and/or passes for summer motorized use, led by the province, would support enforcement efforts, fund necessary infrastructure improvements, and position Ontario as a destination for recreational trails;

**Therefore, Be It Resolved That** Frontenac County formally requests the Province of Ontario to take leadership in developing a cohesive, province-wide system of permits and/or passes for summer motorized trail use, ensuring a unified approach that supports all forms of motorized recreational activities, enhances tourism, and promotes economic development through our trail networks.

**And Further That** a copy of this resolution be forwarded to the relevant provincial authorities, including the Ministry of Tourism, Culture and Sport, and local and regional trail management organizations, to encourage the establishment of a unified trail pass system that addresses the current challenges and leverages the potential of our trails for the benefit of all stakeholders.

## **Giving Notice of Motion**

### **Communications**

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

- a) From Northumberland County regarding a resolution on the Occupational Health and Safety Act and the Definition of Employer  
[Distributed to Members of County Council February 23, 2024]
- b) From Prince Edward County regarding a resolution on increasing ODSP rates including Cost of living increases  
[Distributed to Members of County Council February 23, 2024]
- c) From the town of Northeastern Manitoulin regarding a resolution regarding water and wastewater  
[Distributed to Members of County Council February 23, 2024]
- d) From the Village of Merrickville Wolford regarding a resolution on expanding life of Fire Apparatus  
[Distributed to Members of County Council February 23, 2024]
- e) From the City of Clarence-Rockland regarding a resolution concerning a National suicide and crisis hotline  
[Distributed to Members of County Council March 1, 2024]
- f) From the City of Stratford regarding a Resolution Declaring Road Safety Emergency  
[Distributed to Members of County Council March 1, 2024]
- g) From the County of Lambton regarding a Resolution for the Province to upload costs of municipally owned highways  
[Distributed to Members of County Council March 1, 2024]
- h) From the Municipality of St. Charles regarding a resolution concerning Rising Municipal Insurance Costs  
[Distributed to Members of County Council March 1, 2024]
- i) From the Municipality of St. Charles regarding a resolution for a Potential Municipal Equipment Operator Course  
[Distributed to Members of County Council March 1, 2024]
- j) From the Municipality of St. Charles regarding a Resolution for Amendments to the Residential Tenancies Act  
[Distributed to Members of County Council March 1, 2024]
- k) From the Municipality of St. Charles regarding a resolution in Support of Bill 21, Fixing Long Term Care Amendment Act  
[Distributed to Members of County Council March 1, 2024]

- l) From the Municipality of St. Charles regarding a resolution in support of Guaranteed Livable Income  
[Distributed to Members of County Council March 1, 2024]
- m) From the Municipality of St. Charles regarding a resolution in support of MECP Proposal to Expand the Use of Permit-by-Rule  
[Distributed to Members of County Council March 1, 2024]
- n) From the Municipality of St. Charles regarding a resolution requesting Provincial Cemetery Management Support  
[Distributed to Members of County Council March 1, 2024]
- o) From the Municipality of St. Charles regarding a Resolution to Support Unnecessary Noise from Engine Brakes  
[Distributed to Members of County Council March 1, 2024]
- p) From the Municipality of Tweed regarding a resolution concerning Enbridge Gas Inc and a measured approach to energy transition  
[Distributed to Members of County Council March 1, 2024]
- q) From the Town of Lincoln regarding a Resolution on the Need for Increased Funding for Libraries and Museums  
[Distributed to Members of County Council March 1, 2024]
- r) From the Township of Archipelago regarding a resolution to Increase the Amount of Tax Credits for Volunteer Firefighters  
[Distributed to Members of County Council March 1, 2024]
- s) From the Township of Perry regarding a resolution to Amend Blue Box Regulation  
[Distributed to Members of County Council March 1, 2024]
- t) From the Town of Aurora regarding a Resolution concerning Improved Municipal Codes of Conduct-Enforcement  
[Distributed to Members of County Council March 8, 2024]
- u) From the Town of Aurora regarding a Resolution on Council-Committee Meeting Structure Under Strong Mayor Powers  
[Distributed to Members of County Council March 8, 2024]
- v) From the Town of Aurora regarding a Resolution to Request Amenity Sharing MOU with School Boards-Evening Weekend Gym Use  
[Distributed to Members of County Council March 8, 2024]
- w) From the Town of Cobourg regarding a Resolution concerning Proposed Amendment to Subsection 27(16) of the OHA  
[Distributed to Members of County Council March 8, 2024]
- x) From the Town of Goderich regarding a Resolution calling for a Return to combined ROMA & OGRA Conferences  
[Distributed to Members of County Council March 8, 2024]

- y) From the Town of Grimsby regarding a Resolution supporting a review of Ontario Works and ODSP Financial Assistance Rates  
[Distributed to Members of County Council March 8, 2024]
- z) From the Town of Hanover regarding a Resolution concerning Volunteer Firefighter Tax Credit  
[Distributed to Members of County Council March 8, 2024]
- aa) From the Town of Plympton-Wyoming regarding a resolution concerning the affordability of rural water and wastewater systems  
[Distributed to Members of County Council March 8, 2024]
- ab) From the Township of Amaranth regarding a Resolution to pause advancement on proposed Hwy 413  
[Distributed to Members of County Council March 8, 2024]
- ac) From the Township of Georgian Bay regarding a resolution concerning Volunteer Firefighter Tax Credit  
[Distributed to Members of County Council March 8, 2024]
- ad) From the Township of Georgian Bluffs regarding a Resolution concerning Rising Municipal Insurance Costs  
[Distributed to Members of County Council March 8, 2024]
- ae) From the Township of Sioux Narrows - Nestor Falls regarding a Resolution concerning Volunteer Firefighter Tax Credit  
[Distributed to Members of County Council March 8, 2024]
- af) From the Town of Cobourg regarding a Resolution on the Affordability of Water and Wastewater Systems  
[Distributed to Members of County Council March 15, 2024]
- ag) From the Township of McMurrich regarding a Resolution on a Potential Municipal Equipment Operator Course  
[Distributed to Members of County Council March 15, 2024]
- ah) From the Township of Amaranth regarding a Resolution concerning Operational Budget Funding  
[Distributed to Members of County Council March 13, 2024]
- ai) From the Township of Drummond North Elmsley regarding a Resolution to increase Tax Credits for Volunteer Firefighters  
[Distributed to Members of County Council March 15, 2024]
- aj) From Lanark Highlands regarding a resolution on Expanding the Life of Fire Apparatus  
[Distributed to Members of County Council March 15, 2024]
- ak) From the Township of Puslinch Council regarding a Resolution for Association of Ontario Roads Supervisors Training  
[Distributed to Members of County Council March 15, 2024]

- al) From the Township of Puslinch regarding a Resolution on Bill 165 Keeping Energy Costs Down  
[Distributed to Members of County Council March 15, 2024]
- am) From the Town of Bracebridge regarding a Resolution on the New Provincial-Municipal Fiscal Framework  
[Distributed to Members of County Council March 15, 2024]
- an) From the Town of Kearney regarding a Resolution concerning Cemetery Administration Management  
[Distributed to Members of County Council March 15, 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 a) and b) that have been circulated to all Members of County Council and that by-laws a) and b) be read a first and second time.
- b) Third Reading  
**Resolved That** by-laws a) and b) be read a third time, signed, sealed and finally passed.

**By-Laws**

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- a) To appoint an Area Weed Inspector for the County of Frontenac  
[Proposed By-law No. 2024-009]
  - b) To confirm all actions and proceedings of County Council on March 20, 2024  
[Proposed By-law No. 2024-010]

**Adjournment**



# FRONTENAC



## Minutes of the Regular Meeting of Council February 21, 2024

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A regular meeting of the Council of the County of Frontenac was held in the Township of South Frontenac Council Chamber, 4432 George Street, Sydenham on Wednesday, February 21, 2024, at 9:30 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  
Sonya Bolton, Manager of Community Planning  
Susan Brant, Administrator, Fairmount Home  
Gale Chevalier, Chief/Director of Emergency & Transportation  
Services  
Rob Dillabough, Manager of Marine Services  
Kevin Farrell, Manager of Continuous Improvement  
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  
Kelly Pender, Chief Administrative Officer/Deputy Clerk

### Call to Order

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

### Closed Session

### Disclosure of Pecuniary Interest and General Nature Thereof

## Adoption of Minutes

**Carried**

## Proclamations

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## 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.

Motion #: 17-24      Moved By:      Councillor Saunders  
Seconded By:      Councillor Greenwood-Speers

**That** Council consent to the approval of Reports a) and b) the are considered routine items.

**Carried**

## Consent Reports

- a) **2024-017**  
**Corporate Services**  
**2023 Year End Report of the County of Frontenac**  
**Emergency Management Program Committee**

**Be It Resolved That** the Council of the County of Frontenac receive the Corporate Services – 2023 Year End Report on the County of Frontenac Emergency Management Program Committee report;

**And Further That** a copy of the 2023 Year End Report of the County of Frontenac Emergency Management Program Committee be posted to the County of Frontenac Website.

- b) 2024-018**  
**Corporate Services**  
**2023 Frontenac Howe Islander Petition for Subsidy**

**Resolved That** the Council of the County of Frontenac accept the Corporate Services –2023 Frontenac Howe Islander Ferry Petition for Subsidy report;

**And Further That** Council authorize the Clerk to petition the Ministry of Transportation for \$1,164,037.06.

### Committee of Management of Fairmount Home

Motion #: 18-24      Moved By:      Councillor Lichty  
Seconded By:      Councillor Fowler

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

**Carried**

### Recommend Reports from the Chief Administrative Officer

**Carried**

**And Further That** Council authorize the use of the consultant firm, Gallagher, to complete the Joint Council Compensation Survey and the Joint Management/Non-Union Market Compensation Survey as well as, the non-union pay equity review;

**Carried**

## Reports from Advisory Committees of County Council

**a) Report of the Planning and Economic Development Advisory Committee**

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

Councillor Fowler requested that clause 4) be separated and voted on separately.

Motion #: 23-24      Moved By:      Councillor Saunders  
Seconded By:      Councillor Fowler

## Report of the Planning and Economic Development Advisory Committee

**That** the Report received from the Planning and Economic Development Advisory Committee be received and adopted.

## Report of the Planning and Economic Development Advisory Committee

The Planning and Economic Development Advisory Committee reports and recommends as follows:

**1. 2024-019  
Planning and Economic Development Advisory Committee  
Changes to the 2024 – 2028 Economic Development Business Plan and  
deferral of Destination Plan Implementation**

**That** County Council endorse the proposed changes to the 2024 – 2028 Economic Development Business Plan;

**And Further That** the implementation of the Destination Development Plan be deferred until adequate resources are available to deliver on the objectives identified in the plan.

**2. 2024-020**  
**Planning and Economic Development Advisory Committee**  
**2023 Planning Services & 2024-2025 Planning Priorities**

**Be It Resolved That** Council endorse the proposed changes to the planning services business plan as outlined in the report in the section entitled “Future Projects and Time Commitments.

3. **2024-021**  
**Planning and Economic Development Advisory Committee**  
**Eastern Ontario Rail Trail Loop Market Readiness Assessment and**  
**Partnership with Ontario's Highland Tourism Organization**

**Be It Resolved That** staff be authorized to complete a memorandum of understanding with Ontario's Highland's Tourism Organization in order to complete funding applications to the Tourism Growth Fund and other programs in support of the developing the Market Readiness of the Eastern Ontario Rail Trail Loop;

**Carried**

4. **2024-022**  
**Planning and Economic Development Advisory Committee**  
**K&P Trail Development Phase 6: Clarendon Station to the Mississippi**  
**River and Rural Economic Development Program Funding Opportunity**

**Be It Resolved That** staff be directed to prepare to rehabilitate the K&P Trail between Clarendon Station and the Mississippi River;

**And Further That** up to \$60,000 be used from the Community Development Reserve to support the County's application to the Rural Economic Development Program for the K&P Trail Phase 6 Development Project;

**And Further That** rehabilitation of the K&P Trail between Clarendon Station and the Mississippi River commence should the County be successful in its funding application to the Rural Economic Development Program;

**And Further That** the Warden and the Clerk be authorized to enter into an agreement with the Province of Ontario should the application to the Rural Economic Development Program for the K&P Trail Phase 6 Development Project be successful.

**Carried (6:2)**  
(See Recorded Vote)

A Recorded Vote was requested by Councillor Fowler

Yeas: Councillor Gowdy, Councillor Leonard, Councillor Lichty, Councillor Saunders, Warden Smith, Deputy Warden Vandewal (6)

Nays: Councillor Fowler, Councillor Greenwood-Speers (2)

## Return to Council

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

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

**Carried**

## Adoption of the Report of the Committee of the Whole Council

Motion #: 25-24      Moved By: Councillor Gowdy  
Seconded By: Councillor Saunders

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

**Carried**

### Motions, Notice of Which has Been Given

- a) **County of Frontenac Support for Bill C-310,  
Amendments to the Income Tax Act  
Increase the Amount of Tax Credits for Volunteer Firefighting  
and Search and Rescue Volunteer**

Motion #: 26-24      Moved By: Councillor Saunders  
Seconded By: Councillor Lichty

**Whereas** the Council of the County of Frontenac reviewed the resolution from the Municipality of Wawa calling upon the Government of Canada to support Bill C-310 and enact amendments to the Income Tax Act to increase the amount of tax credits for volunteer firefighting and search and rescue volunteer services; and

**Whereas** County Council recognizes the importance of volunteer firefighters and search and rescue volunteers and that without their services, many communities in Canada would have no fire and emergency response coverage; and,

**Whereas** these individuals receive some form of pay to cover expenses, but do not draw a living wage from firefighting;

**Therefore Be It Resolved That** the Council of the County of Frontenac calls upon the Government of Canada to support Bill C-310 and enact amendments to the Income Tax Act to increase the amount of tax credits for volunteer firefighting and search and rescue volunteer services from \$3,000 to \$10,000; and.

**Further That** a copy of this resolution be forwarded to the Association of Fire Chiefs of Ontario, Office of the Fire Marshall, Mark Gerretsen, MP, Kingston and the Islands, Scott Reid, MP, Lanark - Frontenac - Kingston, the Association of Municipalities of Ontario, and all Ontario municipalities.

**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 Town of Mono regarding a Resolution to Declare Road Safety Emergency  
[Distributed to Members of County Council January 19, 2024]
- b) From the Town of Plympton-Wyoming regarding a Resolution on Cemetery Transfer, Abandonment Administration & Management Support  
[Distributed to Members of County Council January 19, 2024]
- c) From the Township of Georgian Bluffs regarding a Resolution concerning the Provincial Cemetery Management Support Request  
[Distributed to Members of County Council January 19, 2024]
- d) From the County of Prince Edward regarding a Resolution on expanding the life span of fire apparatus  
[Distributed to Members of County Council January 26, 2024]
- e) From the EOWC providing its Briefing Package for the ROMA 2024 Conference  
[Distributed to Members of County Council January 26, 2024]
- f) From the Town of Orangeville regarding a Resolution on a Social and Economic Prosperity Review  
[Distributed to Members of County Council January 26, 2024]
- g) From the Township of Wainfleet regarding a Resolution on Cemetery Transfer-Abandonment Administration & Management Support Request  
[Distributed to Members of County Council January 26, 2024]
- h) From Tay Township regarding a Resolution to Support Tax Credits for Firefighters  
[Distributed to Members of County Council February 2, 2024]
- i) From the City of Brantford regarding a Resolution on Reliable and Accessible Public Rail Transit - CN Rail  
[Distributed to Members of County Council February 2, 2024]
- j) From the EOWC its submission on the Ontario 2024 Pre-Budget Consultation  
[Distributed to Members of County Council February 2, 2024]
- k) From the EOWC regarding a Resolution of support for AMO Social and Economic Prosperity Review  
[Distributed to Members of County Council February 2, 2024]
- l) From the Honourable Lisa Thompson regarding an invitation to the Rural Economic Development Summit  
[Distributed to Members of County Council February 2, 2024]
- m) From the Municipality of Calvin regarding a Resolution concerning a Cemetery Management Support Request  
[Distributed to Members of County Council February 2, 2024]
- n) From the Municipality of Calvin regarding a Resolution concerning the

- Provincial & National Fire Fighting Strategy  
[Distributed to Members of County Council February 2, 2024]
- o) From the Orangeville Police Services Board regarding a Resolution concerning Intimate Partner Violence  
[Distributed to Members of County Council February 2, 2024]
  - p) From the Town of Hanover regarding a Resolution on Social and Economic Prosperity Review  
[Distributed to Members of County Council February 2, 2024]
  - q) From the Township of Prescott Russell regarding a resolution on Social and Economic Prosperity Review  
[Distributed to Members of County Council February 2, 2024]
  - r) From the Township of Ryerson regarding a Resolution to Support Tax Credits for Firefighters  
[Distributed to Members of County Council February 2, 2024]
  - s) From the Town of Petrolia regarding a Resolution calling upon ROMA and OGRA to return to combined conference  
[Distributed to Members of County Council February 9, 2024]
  - t) From the County of Renfrew regarding a resolution on Water and Wastewater in rural Ontario  
[Distributed to Members of County Council February 16, 2024]
  - u) From the EOWC regarding its 2024 Canada Pre-Budget Consultation  
[Distributed to Members of County Council February 16, 2024]
  - v) From the Town of Lincoln regarding a Resolution concerning Volunteer Firefighters tax credit  
[Distributed to Members of County Council February 16, 2024]
  - w) From the City of Hamilton regarding a resolution on the decision of the Ontario Energy Board to End the Gas Pipeline Subsidy  
[Distributed to Members of County Council February 16, 2024]
  - x) From the City of Cambridge regarding a Resolution concerning Catch and Release and the need for court staff  
[Distributed to Members of County Council February 16, 2024]
  - y) From Prince Edward County regarding a resolution concerning Expanding the Life of Fire Apparatus  
[Distributed to Members of County Council February 16, 2024]
  - z) From the Township of Central Frontenac regarding a Resolution of support concerning expanding the life of Fire Apparatus  
[Distributed to Members of County Council February 16, 2024]
  - aa) From the Township of McMurrich Monteith regarding a Resolution of support concerning expanding the life of Fire Apparatus  
[Distributed to Members of County Council February 16, 2024]
  - ab) From the Township of McMurrich Monteith regarding a Resolution of support to increase tax credits for volunteer firefighters  
[Distributed to Members of County Council February 16, 2024]

#### **Other Business**

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

### a) First and Second Reading

Motion #: 27-24      Moved By:      Councillor Greenwood-Speers  
Seconded By:      Councillor Leonard

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

**Carried**

### b) Third Reading

Motion #: 28-24      Moved By:      Councillor Greenwood-Speers  
Seconded By:      Councillor Leonard

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

**Carried**

## By-Laws

- a) To Authorize the Warden and Clerk to Execute an agreement with the Province of Ontario should the application to the Rural Economic Development Program for the K&P Trail Phase 6 Development Project be successful

[Proposed By-law No. 2024-007]

- b) To confirm all actions and proceedings of County Council on February 21, 2024

[Proposed By-law No. 2024-008

## Adjournment

Motion #: 29-24      Moved By:      Councillor Lichty  
Seconded By:      Councillor Saunders

**That** the meeting hereby adjourn at 10:46 a.m.

**Carried**

Frances Smith, Warden

Jannette Amini, Clerk

# Strengthening public health

## Public health unit update

**Dr. Piotr Oglaza**

MD, CCFP, CPHI (C), MPH, FRCPC

Medical Officer of Health and CEO

March 19, 2024

Healthy People, Healthy Places



# Our purpose today

The big picture -  
provincial public  
health strategy

Update on  
local work on  
voluntary mergers

Next  
steps

# Provincial public health strategy

Three-pronged provincial strategy to optimize capacity, stability and sustainability in public health

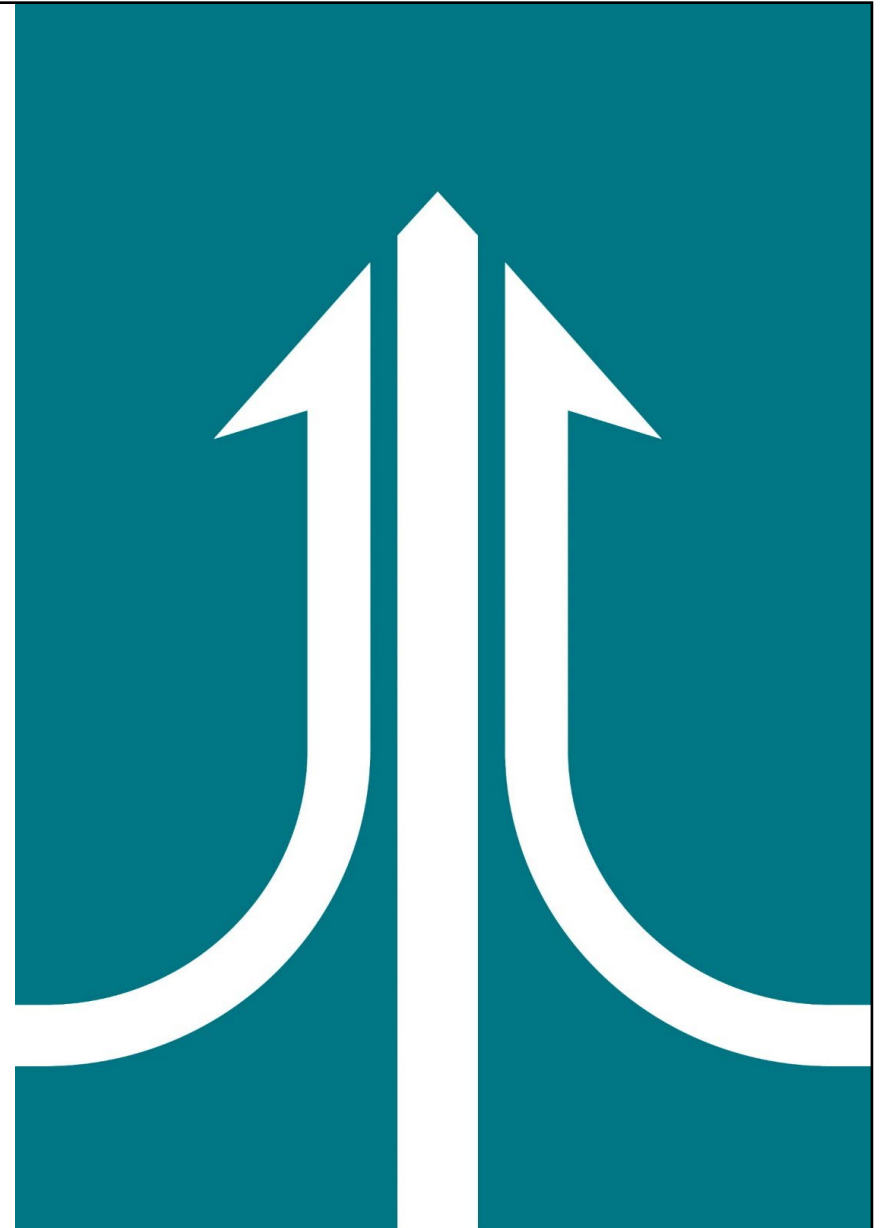
**Voluntary  
mergers**

Review of  
public health  
standards  
(e.g., roles and  
responsibilities)

Review  
funding  
model

# Voluntary mergers

- Pre-pandemic plan to consolidate public health units from 35 to 10
- Immediate push back from municipal and public health advocates, namely AMO and alPHA
  - Advocates said that mergers should be voluntary not imposed
- Post-pandemic better, improved provincial understanding of public health's important role
- Provincial government now offering incentives for public health units to merge on our own terms

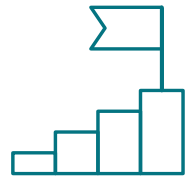


# Provincial goals for mergers

Health units that serve population of 500,000 or more:



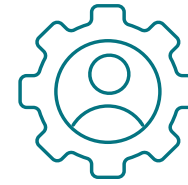
Increase capacity –  
critical mass of  
resources



Improve stability  
over the long-term



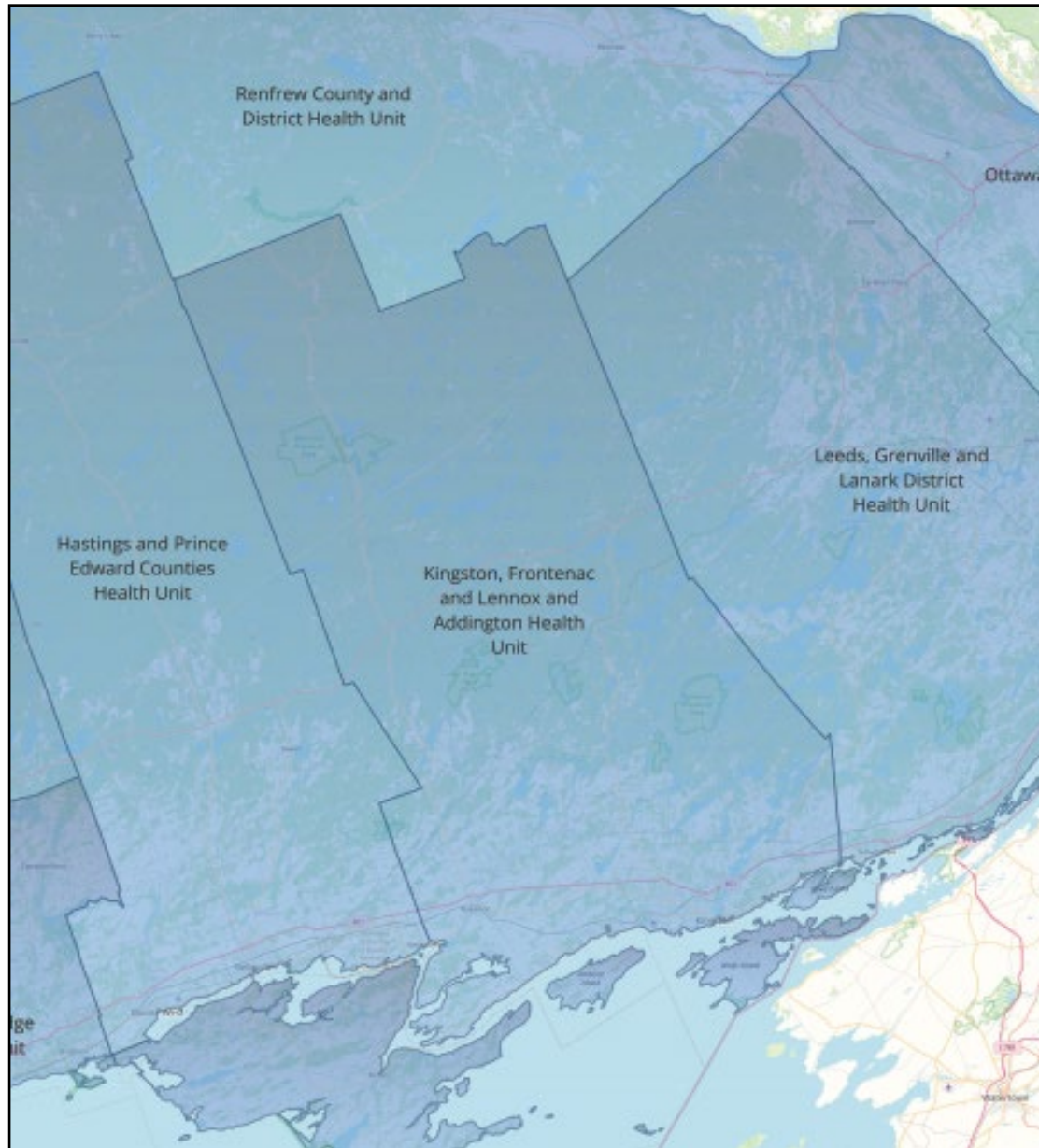
Provide more  
equitable public  
health outcomes



Maintain front-line  
jobs and services



Reinvest savings  
in the local public  
health unit



## Local merger activity

- History of collaboration with (KFL&A, LGL, HPE)
- Shared populations across key travel corridors
- Similar cultures and approaches
- Created tri-board working group
- Engaged a consultant for feasibility study

## Our principles



## Sustainable

The capacity, talent pool and economies of scale to maintain services over the long term.



## Local

Responsive to local needs, adaptable, and able to rise to new challenges.



## People-first

Equitable services that put people first by supporting the particular needs of staff, residents and stakeholders.



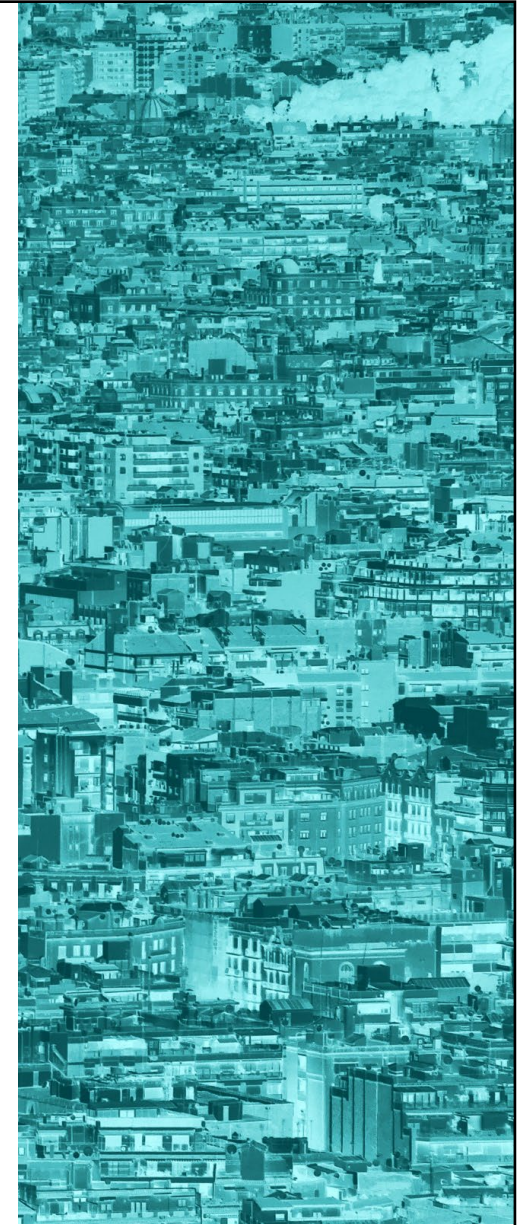
## Evidence-based

Public health that is research-based, informed by best practices and embraces continuous improvement.

## Adequate provincial incentive funding to cover costs is a must

# Municipal levies

- Municipal levies vary among the three organizations
- Levels will need to be harmonized over time
  - Costs associated with harmonizing levies is eligible for provincial funding over the next two years
- Levy structure still to be determined
  - New larger merged Board of Health will have final say
- With 14 obligated municipalities, new governance structure to ensure representation is still being finalized



## Other unknowns

### **2024: Province to review Ontario Public Health Standards**

Refine, remove or shift public health role  
and responsibilities (regional/provincial)

### **2025: Province to review local public health funding model**

Potential impacts on funding,  
staffing, and municipal levy

Merged organization will need flexibility to respond to these substantial unknown factors

## What happens next



## Currently

- feasibility study concludes
- business plan due to province by April 2 to apply for incentive funding



## Summer 2024

- province announces incentive funding
- if received, planning continues



# January 2025

- implementation to start 2025
- three years for full implementation

# Thank you

*Committed to coming back and keeping you updated*

Questions?



# Administrative Report

March 20, 2024

Report 2024-03



**FRONTENAC**



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## CAO Schedule – March

- Howe Island Ferry Policy Meeting – March 5<sup>th</sup>
- Colbourne & Kembel Architects Inc – March 6<sup>th</sup>
- Tour of Fairmount Home – March 7<sup>th</sup>
- Frontenac Municipal Service Corporation Marketing Meeting – March 14<sup>th</sup>
- County of Frontenac - New Hire Orientation – March 18<sup>th</sup>
- FLA OHT Finance and Resources Support – March 19<sup>th</sup>
- Frontenac County Council – March 20<sup>th</sup>
- Old House Staff Meeting – March 21<sup>st</sup>
- EOWC Warden's Caucus Meeting – March 21<sup>st</sup> and 22<sup>nd</sup>
- Frontenac Municipal Service Corporation Meeting – March 25<sup>th</sup>
- EOWC 7 in 7+ Regional Housing Plan - Governance Committee Meeting – March 26<sup>th</sup> and April 9<sup>th</sup>
- EOWC SPC Meeting – April 3<sup>rd</sup>



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## **Update – EOWC**

- EOWC

### **EOWC Wardens' Caucus Meeting (County of Frontenac)**

– March 21<sup>st</sup> and March 22<sup>nd</sup>



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# AMO Communications

## Provincial Matters

The Ministry of Energy is considering [changes to the Ontario Energy Board Act](#) that would require broader consultation by the OEB (including with municipalities) and increase the leave to consult threshold. Submissions due by April 7.

MSAA is [proposing a new regulation](#) that would prescribe entities that could contribute towards a Seniors Active Living Centre program's operational cost. The deadline for comments is March 22, 2024.

The province is conducting a [survey](#) to inform the creation of a Rural Economic Development Strategy. Share your ideas on how the province can support rural communities plan for economic success.

On February 22, the IESO hosted a webinar with MMAH and OMAFRA providing an overview of the current land use planning policies in place to guide the siting of energy projects in prime agricultural areas. A [recording of the session is available](#).



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## AMO Communications (2)

### Federal Matters

The Federal Economic Development Agency for Southern Ontario and the Canadian Urban Institute are offering [two streams of funding](#) for initiatives to support main streets in southern Ontario. Apply by March 31.

The Canadian Board for Harmonized Construction Codes is [consulting on proposed changes](#) for the 2025 national codes. Feedback collected will also serve as [consultation for Ontario's 2026/27 Building Code](#). Submissions due April 14.

### Education Opportunities

As an elected municipal official, we know the pressure you deal with is real and we are here to support you. AMO has developed 3 sessions focused on core elements of leadership. Register for the [March 22 Session 1 workshop](#), [May 29 Session 2 workshop](#), and the [October 2 Session 3 workshop](#).

Participants will leave this workshop with a greater depth of knowledge and understanding of building accessible and inclusive communities as an elected official. Register for the [March 25 Disability Inclusion Workshop](#).

AMO's planning training supports its members in two important ways: [April 17 Foundations in Planning](#) builds foundational knowledge and insight into planning legislation and municipal requirements and roles and the [April 18 Advanced Land Use Planning - A Deeper Dive](#) training works through case studies and lessons learned to build your strategic management and decision making on local planning issues



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# Human Resources Update – Key Activity

- **Recruitment**

- 84 postings as of March 11<sup>th</sup>
- Interviews ongoing in all areas at Fairmount
- PT paramedic interviewing wrapped up March 14<sup>th</sup>; goal to hire 20
- Summer students hired (GIS; Community Development)
- Temp Community Planner
- Administrative and Communications Coordinator (EOWC)
- Temp Administrative Assistant (County)
- Job Fair March 13<sup>th</sup> – displaying new branding material Matt Mills developed

- **Labour Relations**

- CUPE 2290 – waiting on interest arbitration award
- OPSEU – two mediations/arbitrations
- Day to day communication and resolution of employee and labour relations issues

- **Miscellaneous**

- Lisa Moreland working with Kevin Farrell on scheduling software selection
- Myers Briggs Type Indicator (MBTI) 1:1 feedback session provided
- MBTI group workshop scheduled for May 1<sup>st</sup> for 12 leaders
- LEADS leadership development scheduled to kick off in April, hosted by DC Goudie
- Council and Non-union remunerations studies initiated with Gallagher
- Equity, Diversity and Inclusion framework updated

## Fairmount Home Update

- Successful proposal to the Registered Nurses' Association of Ontario (RNAO) to become a Best Practice Spotlight Organization (BPSO)
- An RNAO gap analysis on Wound Care was completed to assist in the development of an action plan to improve services for resident. An RNAO Gap analysis has also been initiated for response behaviours with the Responsive Behaviours Team.
- Successful funding application to collaborate with St. Lawrence College in the fall/winter to provide a Living Classroom for PSWs at Fairmount
- Submission of grant application for the Seniors Community Grant Program to teach Tai Chi/Qi Gong to residents



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# Engagement and Communications update, February 2024



## Website Pageviews

|                    |        |
|--------------------|--------|
| FrontenacCounty.ca | 15,970 |
| VisitFrontenac.ca  | 6,054  |
| FrontenacMaps.ca   | 5,522  |
| EngageFrontenac.ca | 3,319  |
| CivicWebPortal     | 1,119  |

## Social Media Engagement

|                             |       |
|-----------------------------|-------|
| County Facebook & Instagram | 1,782 |
| County Twitter              | 82    |
| County Youtube              | 168   |
| LinkedIn                    | 174   |
| FPS Twitter                 | 350   |
| Fairmount Facebook          | 1,780 |
| K&P Trail Facebook Group    | 730   |
| H.I. Ferry Twitter          | 295   |

|                                      |               |
|--------------------------------------|---------------|
| <b>Total engagements in February</b> | <b>37,345</b> |
| <b>Change from February 2023</b>     | <b>-11%</b>   |



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## Engagement and Communications update, February 2024 (2)

### Total eclipse 2024 Emergency preparedness and safety



[Home](#) / [County of Frontenac](#) / 2024 total eclipse emergency and safety information

#### 2024 total eclipse emergency and safety information



As the much-anticipated total eclipse approaches on 8 April 2024, Frontenac County officials are working to ensure that residents and visitors experience this once-in-a-lifetime celestial event safely and memorably. This rare phenomenon will draw significant crowds to Frontenac County and Kingston. While it promises to be a spectacular experience, it also necessitates comprehensive emergency preparedness measures.

The Frontenac County Municipal Emergency Control Group (MECG) met on 21 February to discuss traffic control, health and safety, and communications. Here's everything you need to know to stay safe and make the most of this extraordinary event:

##### Before the eclipse:

- **Stay informed:** Sign up for local alerts and monitor updates from [Ontario Provincial Police East Region](#) [here](#), [here](#), and [here](#); [Frontenac Paramedics](#) [here](#); [Frontenac County](#) [here](#) and [here](#); [Kingston Fire and Rescue](#); and [Kingston Police](#) [here](#). Information about viewing areas, traffic advisories, and safety tips will be regularly updated.
- **Arrange for eclipse glasses or appropriate eye protection:** Ensure you have ISO-certified eclipse glasses or solar filters or a pinhole camera to view the eclipse safely.

Dial 911 in case of  
life-threatening  
emergency

**REGISTER** to get involved!

##### Emergency information resources

[Ontario Provincial Police East Region X feed](#)

[Ontario Provincial Police East Region traffic X feed](#)

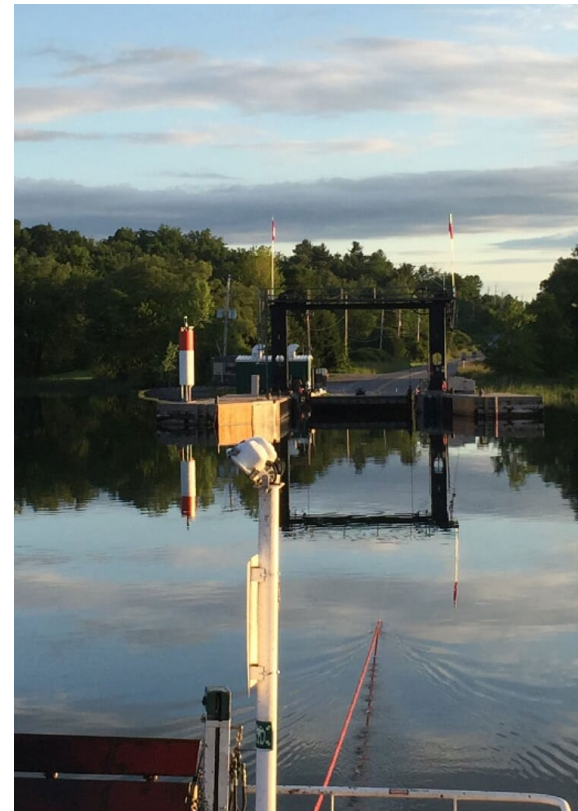
[Ontario Provincial Police news page](#)

- The Frontenac County Emergency Control Group convened three times in advance of the April 8 solar eclipse.
- We anticipate a large number of visitors and corresponding demands on infrastructure because the path of totality transits a large portion of the County.
- Preparations are complete in case of emergency. Public communications are ongoing.



## Howe Island Ferry

The Howe Island County Ferry will temporarily shut down during the eclipse. Timing and duration of the shut down to be determined in coordination with MTO.





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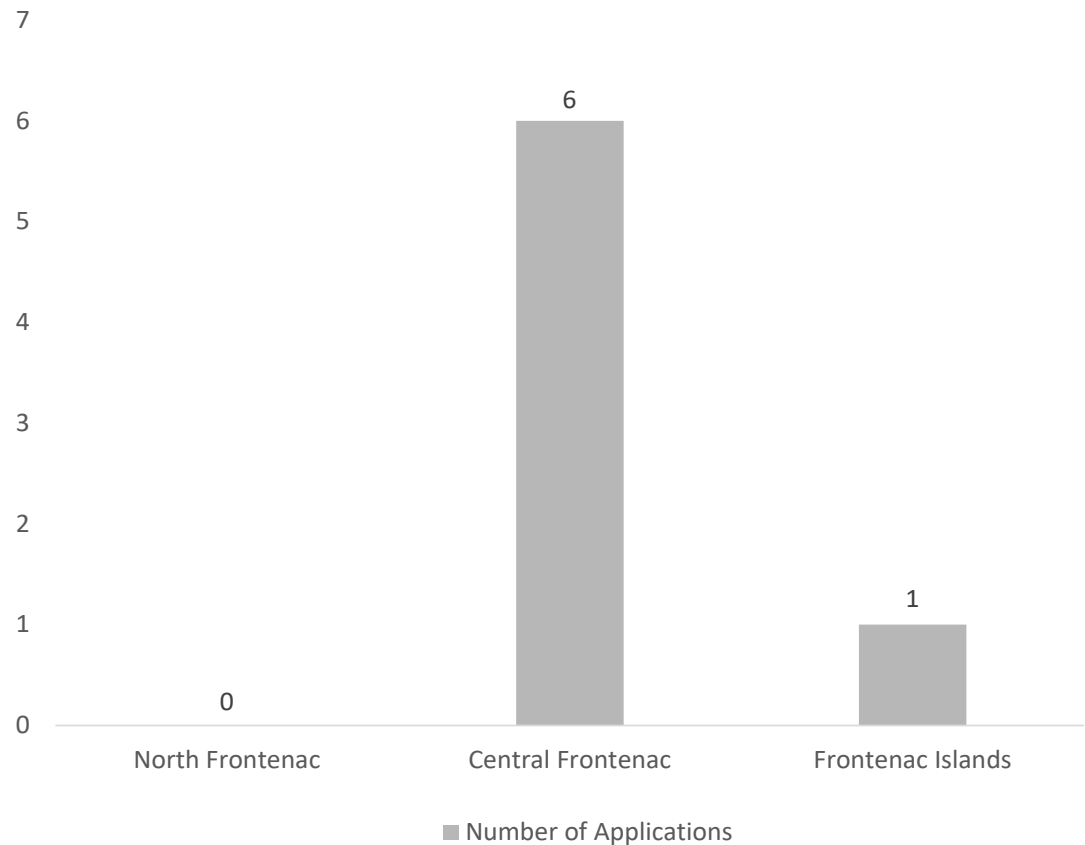
## Planning Services Update



- **Community Planning Permit System**  
The RFP to hire a consulting team to assist the County and four Townships with the creation of the Community Planning Permit (CPP) By-Law template for waterfront properties closed on March 1<sup>st</sup> with four proposals received. Staff will be holding interviews in mid-March and hope to have the preferred consultant on board by early spring.
- **Delegated Authority for Undisputed Consents**  
All three Townships that the department does planning services for (North Frontenac, Central Frontenac, and Frontenac Islands) have passed by-laws to delegate the approval of undisputed consents to senior township staff.

## Planning Application Update (February & March) North Frontenac, Central Frontenac, & Frontenac Islands

- Applications were lower for February and March because of the time of year. Files currently being processed have been carried over from 2023.
- Staff anticipate that with the nicer weather, both applications and inquiries will increase in the coming weeks.





## K&P Trail



### Business Trail Sign Program Open Until 2019

Every spring the County and Cataraqui Conservation coordinate the installation of business signs on the K&P and Cataraqui trails. The goal is to add wayfinding signs to the trail to help trail users to connect with local businesses and villages. Since the program was launched in 2022, 22 businesses have purchased signs as part of this program. Details can be requested by emailing [ecdev@frontenacounty.ca](mailto:ecdev@frontenacounty.ca)



FRONTENAC

# Welcome to Robin Kwik

## GIS Specialist



- Working out of the Central Frontenac office (Sharbot Lake)
- Two GIS related degrees from Western University
  - Bachelor of Geographic Information Science
  - Master of Science in Geography
- Excited to join the team and work closely with County and Township staff to help move our geospatial initiatives forward



**Report 2024-031**

### **Council Recommend Report**

**To:** Warden and Council  
**From:** Kelly Pender, Chief Administrative Officer  
**Prepared by:** Susan Brant, Administrator  
**Date of meeting:** March 20, 2024  
**Re:** Fairmount Home – HQO Quality Improvement Plan

#### **Recommendation**

**Be it Resolved That** the Council of the County of Frontenac receive the Fairmount Home – HQO Quality Improvement Plan (QIP) report;

**And Further That** the Council of the County of Frontenac approve the QIP submission to Health Quality Ontario (HQO) with the quality standard provided by HQO.

#### **Background**

In addition to Fairmount Home's Quality Assessment & Assurance Committee (QAAC), the home is required to submit a QIP to Ontario Health electronically through their online submission platform QIP Navigator at Health Quality Ontario (HQO). Health Quality Ontario provides the quality measure(s) for each year and the focus for 2024 is decreasing the number of residents who take antipsychotic medications without a diagnosis of psychosis.

The HQO QIP narrative and workplan are attached respectively as appendix A and appendix B. The narrative provides an overview of the home, access and flow, equity and indigenous health, patient experience, provider experience, safety, and population health approach, while the workplan details planned improvements, process measures and targets for the HQO quality measure.

## **Comment**

Fairmount Home is also actively involved with the Registered Nurses Association of Ontario (RNAO) to identify gaps and work toward implementing Best Practice Guidelines for several of the home's program areas. The Falls, Wound Care, and Behavioural Supports teams are actively engaging in gap analyses, acknowledging areas that require improvement, and working with coaches and key stakeholders to identify plans of action. The home's acceptance into the Best Practice Spotlight Organization (BPSO) program with the RNAO will be a commitment to intensive quality improvement over the next three years. Fairmount Home recognizes the importance of promoting quality of life through managing chronic diseases, reducing complications, and promoting individualized goals of care while also implementing best practices.

## **Strategic Priority Implications**

### **Strengthen Quality of Life Through Enhanced Service Delivery**

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

## **Financial Implications**

There are no financial implications.

## **Organizations, Departments and Individuals Consulted and/or affected.**

Fairmount Home Management Team



Fairmount Home

This document is intended to provide health care organizations in Ontario with guidance as to how they can develop a Quality Improvement Plan. While much effort and care has gone into preparing this document, this document should not be relied on as legal advice and organizations should consult with their legal, governance and other relevant advisors as appropriate in preparing their quality improvement plans. Furthermore, organizations are free to design their own public quality improvement plans using alternative formats and contents, provided that they submit a version of their quality improvement plan to Health Quality Ontario (if required) in the format described herein.



## Overview

Fairmount Home is a licensed, accredited, municipal long-term care home with 128 beds.

Our vision is to be the home of choice for our residents, staff, and volunteers. Guided by the Gentlecare® philosophy, we provide exceptional resident-centered quality care in a safe, respectful, and compassionate home.

We are committed to the Gentlecare philosophy in delivering resident-focused care which empowers residents to make individual choices.

We are committed to be a leader in the provision of exceptional quality care through teamwork, innovation, and continuous learning.

We are committed to strong partnerships with our residents, caregivers, staff, volunteers, community, and health care system partners.

We are committed to the treatment of our residents, caregivers, staff, and volunteers with dignity, embracing diversity, and demonstrating inclusion and equity in our day-to-day operations.

During 2023 Fairmount Home's Strategic Plan was redeveloped to guide the home's operations for 2023 - 2027. During this exercise, it was evident that continued focus on high-quality, resident-centred care was of importance for all stakeholders.

Promoting resident-centered care is at the foundation of what we do. As a result, the goal of this Quality Improvement Plan (QIP) will focus on decreasing the number of residents who take antipsychotic medications without a diagnosis of psychosis.

## Access and Flow

Fairmount Home is committed to supporting resident access to care in the right place at the right time, which is evident through our model of care that incorporates two (2) fulltime Nurse Practitioners. Nurse Practitioners assess, diagnose, treat, and monitor a wide range of health problems using an evidence-based approach to their practice. They consult and collaborate with our Medical Director and other health care professionals within the Fairmount Home team and community to meet the needs of our residents. Chronic disease management, supporting a palliative approach to care, health promotion and illness prevention, as well as helping residents and their families navigate through the health care system are integral to their approach to resident care.

The home recently received Diagnostic Equipment and Training Funding to aid in training and purchasing diagnostic equipment that will prevent transfers to hospital and aid in accepting residents back into long-term care sooner. The home applied for a virtual stethoscope, doppler, bladder scanner, and vital sign monitors.

The home recently submitted a proposal to the Registered Nurses' Association of Ontario's (RNAO) Request for Proposal in relation to the Best Practice Spotlight Organization® (BPSO®) Long-term Care Designation. We are thrilled to announce the home's proposal was successful and Fairmount Home has been selected as a BPSO pre-designate. Since being selected to become a BPSO pre-designate, the home has begun working towards implementing three best practice guidelines over three years with the support and guidance of the RNAO. The RNAO pre-selects two best practice guidelines to be implemented which are transitions in care and client centered

care, and the third guideline can be determined by the home. This application speaks volumes to our ongoing commitment to our residents and quality improvement.

### **Equity and Indigenous Health**

Fairmount Home is an inclusive home that is committed to treating our residents, staff, and volunteers with dignity, embracing diversity, and demonstrating inclusion and equity. The home's Vision, Mission and Values commit the home to high quality care and meeting the diverse and unique needs of our residents.

Fairmount Home maintains a written Cultural Competency and Diversity plan, which describes how the cultural needs of our residents are met. It is the home's policy to effectively provide services to residents of all cultures, age, races, gender, sexual orientation, socio economic status, languages, ethnic backgrounds, spiritual beliefs, and religions in a manner that recognizes, values, affirms, and respects the worth of the individuals and protects and preserves the dignity of each person.

Fairmount Home ensures non-discriminatory and respectful services to residents and families by employing both internal and external cultural competency practices. Ongoing improvement and widespread dissemination of these efforts is evidence of Fairmount's commitment to the provision of culturally appropriate services and care.

### **Patient/client/resident experience**

Annually, Fairmount Home conducts Resident and Family Satisfaction Surveys in conjunction with six (6) other long-term care homes in the region. This allows us to benchmark our performance against other long-term care homes and identify areas for continuous improvement.

In 2023, we had a total of 69 responses with 38 from family members and 32 from residents. Surveying the residents and families annually allows for open communication, suggestions, and feedback. In 2023, our average resident and family satisfaction response score was 89%, just below our target of 90%. However, we are still pleased with this response considering the effect COVID-19 has had on social interaction, activities, family visits, and staffing levels.

Residents and caregivers are able to voice concerns and suggestions in a number of ways including a suggestion box, complaint and compliment forms, website forms, care conferences, Residents' Council meetings, Food Committee meetings, and Family Council meetings, just to name a few. All feedback is reviewed and addressed by the appropriate forum and acted upon appropriately.

In 2023, we welcomed a Residents' Council and a Family Council representative on our Quality Assurance and Assessment Committee. This has been helpful in guiding and informing resident quality improvement plans to ensure we are meeting resident care needs.

### **Provider experience**

Our home believes a strong organizational culture engages staff and promotes an excellent quality of care for our residents. Over the past couple of years, we have taken an active role to demonstrate appreciation and gratitude for our staff in many different ways, as all of our staff are valued. For example, we host annual staff service awards, employee appreciation week (giveaways, prize draws), promote our Gotcha! #inFrontenac recognition program with award draws, and recognition of national days/weeks (Nurses Week, NP, PSW day, OT, etc.).

We also provide gift cards for staff who are required to work mandatory overtime as another way to say thanks for an unfortunate situation. Staff also have access to our Occupational Health Nurse and employee assistance program through TELUS Health, which offers a variety of confidential services.

In 2023, we launched our Employee Referral Bonus Program which encourages employees to refer qualified candidates. Employees are eligible for a bonus once the qualified candidate is hired and meets set milestones.

Over the last four years Fairmount's management team, union executive members, Human Resources and Financial Services have continued to collaborate, implement, and adjust staff schedules for the home's PSWs, RNs, RPNs and BSO-PSWs. The schedule changes are based on staff feedback, resident care, and operational requirements. Overall, the schedule changes have been very effective in decreasing staff burnout, increasing staff morale and have improved our ability to hire and retain additional care staff.

### Safety

Fairmount Home adopted the 'Just Culture' framework in early 2017. Senior leadership and Fairmount's management team participated in additional education and as a result we look at resident safety incidents through a different lens and created a culture of safe reporting.

In 2022, we implemented PointClickCare which included a Risk Management module. Through the Risk Management module, we are able to document, view trends, and analyze data regarding resident incidents, including but not limited to falls, behaviours, choking incidents, safety, etc. across the organization.

Staff are encouraged to discuss resident safety incidents and concerns. As a result, we work together to look at the circumstances of each situation to identify contributing factors, make system and/or organizational changes, and share lessons learned.

Our best practices, inspection results, and incident analysis are shared through a variety of different avenues such as staff meetings/correspondence, monthly newsletters, resident care conferences, open dialogue with residents/family members, annual resident and family satisfaction surveys, Residents' Council, and Family Council meetings.

### Population Health Approach

Fairmount Home has been working collaboratively with our partners at Ontario Health East to improve upon our Pain and Palliative Care program. Our home is actively implementing strategies and education to focus on a palliative approach to care to meet legislative requirements and to improve the lives of our residents with life limiting illnesses. Through this collaboration we have connected with external partners, including the Centres for Learning, Research & Innovation in Long-Term Care (CLRI), with whom, we completed a gap analysis for our program. We are intently adjusting our policies and procedures, providing education to staff as well as engaging our residents and their families during the process.

Fairmount Home is also actively involved with the Registered Nurses Association of Ontario (RNAO) to identify gaps and work toward implementing Best Practice Guidelines for several of our program areas. Our Falls, Wound Care and Behavioural Supports teams are actively engaging in gap analyses, acknowledging areas that require improvement, and working with coaches and key stakeholders to identify plans of action. Our home has also been selected to become a Best Practice Spotlight Organization (BPSO) with the RNAO, which will be a commitment to intensive quality improvement over the next three years. Our home recognizes the



Safety

Measure - Dimension: Safe

| Indicator #1                                                                                                                            | Type | Unit / Population      | Source / Period                                                                   | Current Performance | Target | Target Justification                                                                                                                                                                                                                        | External Collaborators |
|-----------------------------------------------------------------------------------------------------------------------------------------|------|------------------------|-----------------------------------------------------------------------------------|---------------------|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| Percentage of LTC residents without psychosis who were given antipsychotic medication in the 7 days preceding their resident assessment | O    | % / LTC home residents | CIHI CCRS / July 2023–September 2023 (Q2 2023/24), with rolling 4-quarter average | 33.01               | 30.00  | Our goal is to work on improving our performance on this indicator. Although we are significantly higher than the Provincial Average (20.6% CIHI CCRS - July 2023–September 2023 (Q2 2023/24), our goal needs to be attainable for 2024/25. |                        |

Change Ideas

Change Idea #1 Ensure resident diagnosis are recorded appropriately upon admission and quarterly.

| Methods                                                                                                    | Process measures                                                                                | Target for process measure                                                                                                                                                                 | Comments                                                                                                                                                                                                                                                                 |
|------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review all residents for appropriateness of antipsychotic prescriptions with quarterly medication reviews. | Report quarterly on the number of residents on antipsychotics without a diagnosis of psychosis. | All new admissions will have their diagnoses recorded appropriately and existing residents will be reviewed/updated quarterly. Percentage will fluctuate with # of admissions in the year. | The definition of 'psychosis' is narrow and does not take dementia into consideration as a diagnosis. Currently, this indicator excludes only those people with the following diagnoses: Schizophrenia, Huntington's disease, Hallucinations, delusions and End-of-Life. |

Change Idea #2 Enhance the use of non-pharmacological interventions.

| Methods                                                                                                                                                                                                                                                                       | Process measures                                                    | Target for process measure                                                                                                                     | Comments |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Consult with internal Behaviour Support PSWs and/or the Mobile Response Team (MRT) for all new responsive behaviors for potential non-pharmacological interventions available that can be individualized for that resident; Education to be provided as appropriate to staff. | Number of residents displaying new responsive behaviours per month. | 100% of residents displaying new responsive behaviours will have non-pharmacological interventions identified and included in their care plan. |          |



**FRONTENAC**



**Report 2024-029**

### **Recommend Report to Council**

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

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

**Prepared By:** Gale Chevalier, Chief of Paramedic Services/Director  
Emergency & Transportation Services

**Date of Meeting:** March 20, 2024

**Re:** **Emergency and Transportation Services - 2023 Legislated  
Response Time Standard Performance Plan - Reporting to the  
Ministry of Health (MOH)**

---

### **Recommendation**

**Be It Resolved That** the Council of the County of Frontenac receive the Emergency and Transportation Services - 2023 Legislated Response Time Standard Performance Plan Reporting to Ministry of Health for information,

**And Further That** the 2023 Response Time Standard Performance Plan outcomes for the County of Frontenac be reported to the Director, Emergency Health Regulatory and Accountability Branch, Ministry of Health as required by legislation.

### **Background**

The Legislated Response Time Standard (RTS) Performance Plan is set by Council annually for the upcoming year and reported to the Ministry of Health by October 31 each year. The results for the previous year must be reported to MOH by March 31 annually.

At its meeting held September 20, 2023, County Council passed a resolution setting the Response Time Standard for 2023 as follows:

For the calendar year of 2023, from January 1 to December 31,

- i. Designated Delivery Agent (DDA) - **Sudden Cardiac Arrest**  
**48%** percent of the time, within 6 minutes from the time ambulance dispatch conveys the call information to the paramedic, the **County of Frontenac** will endeavor to have a person equipped and ready to use an AED at the location of a patient determined to be in sudden cardiac arrest.

ii. EMS Designated Delivery Agent - CTAS 1

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

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

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

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

| CTAS | Target Time from Paramedic Received Until on Scene | % Target |
|------|----------------------------------------------------|----------|
| 2    | 10 minutes                                         | 75%      |
| 3    | 10 minutes                                         | 75%      |
| 4    | 10 minutes                                         | 75%      |
| 5    | 10 minutes                                         | 75%      |

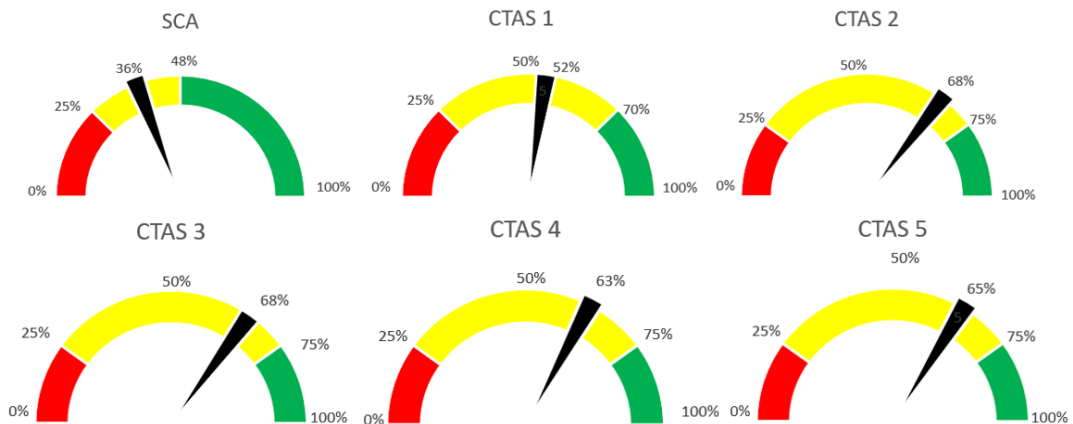
### 2023 Response Time Standard Performance

The 2023 response time performance is presented below. It is presented differently than in previous years, in that all metrics have been consolidated into one table.

| CTAS             | % Target         | Target Response Time <sup>1</sup> | % Actual Performance <sup>6</sup> |
|------------------|------------------|-----------------------------------|-----------------------------------|
| SCA <sup>2</sup> | 48% <sup>3</sup> | 6 minutes <sup>5</sup>            | 35.90%                            |
| 1                | 70% <sup>4</sup> | 8 minutes <sup>5</sup>            | 51.72%                            |
| 2                | 75%              | 10 minutes                        | 68.20%                            |
| 3                | 75%              | 10 minutes                        | 66.98%                            |
| 4                | 75%              | 10 minutes                        | 63.32%                            |
| 5                | 75%              | 10 minutes                        | 64.53%                            |

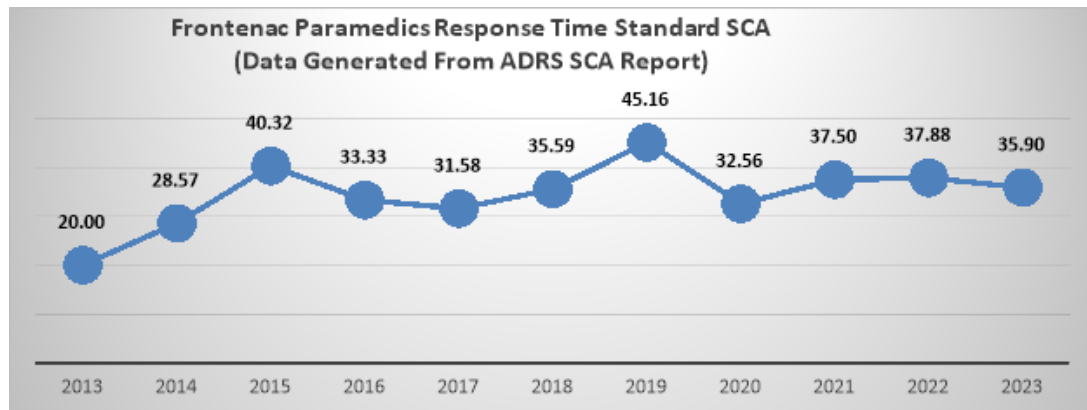
1. Designated Delivery Agent will endeavour to have an ambulance crew arrive on scene in under the stated target response time.
2. Sudden Cardiac Arrest (SCA).
3. The percentage of times that a person equipped to provide any type of defibrillation has arrived on-scene to provide defibrillation to sudden cardiac arrest patients within six minutes of the time notice is received.
4. The percentage of times that an ambulance crew has arrived on-scene to provide ambulance services to sudden cardiac arrest patients or other patients categorized as CTAS 1 within eight minutes of the time notice is received respecting such services.
5. Times are set by the Ministry of Health.
6. Results obtained from the Ambulance Dispatch Reporting System (ADRS).

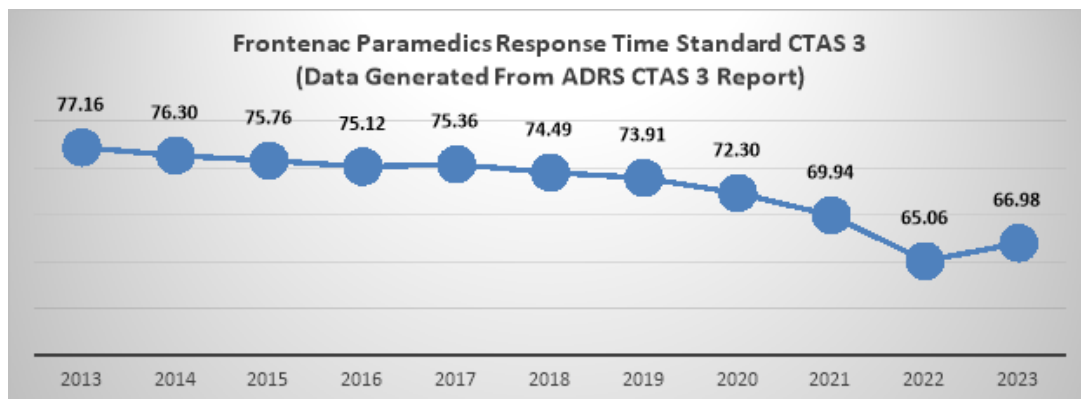
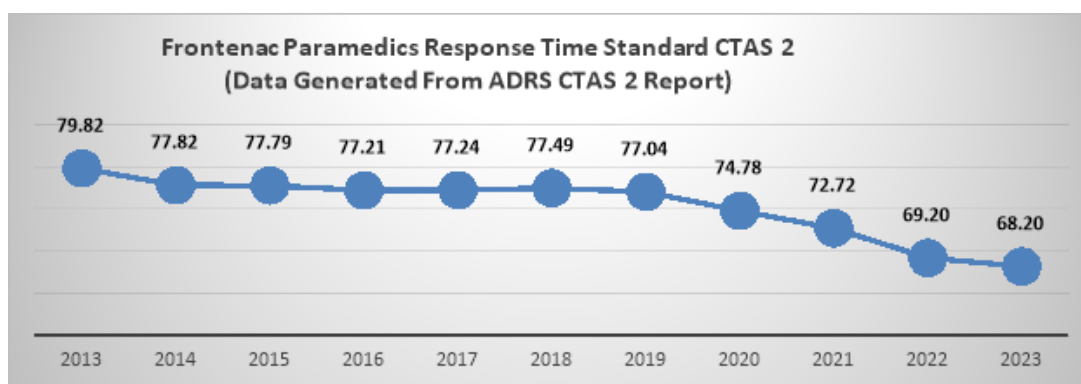
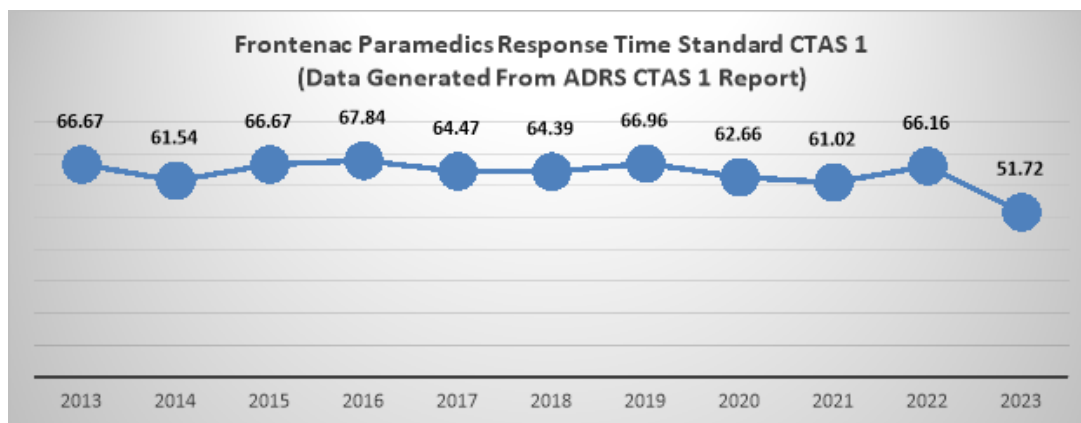
The graphs below provide a visual representation of the 2023 Response Time Standard Performance Table above.

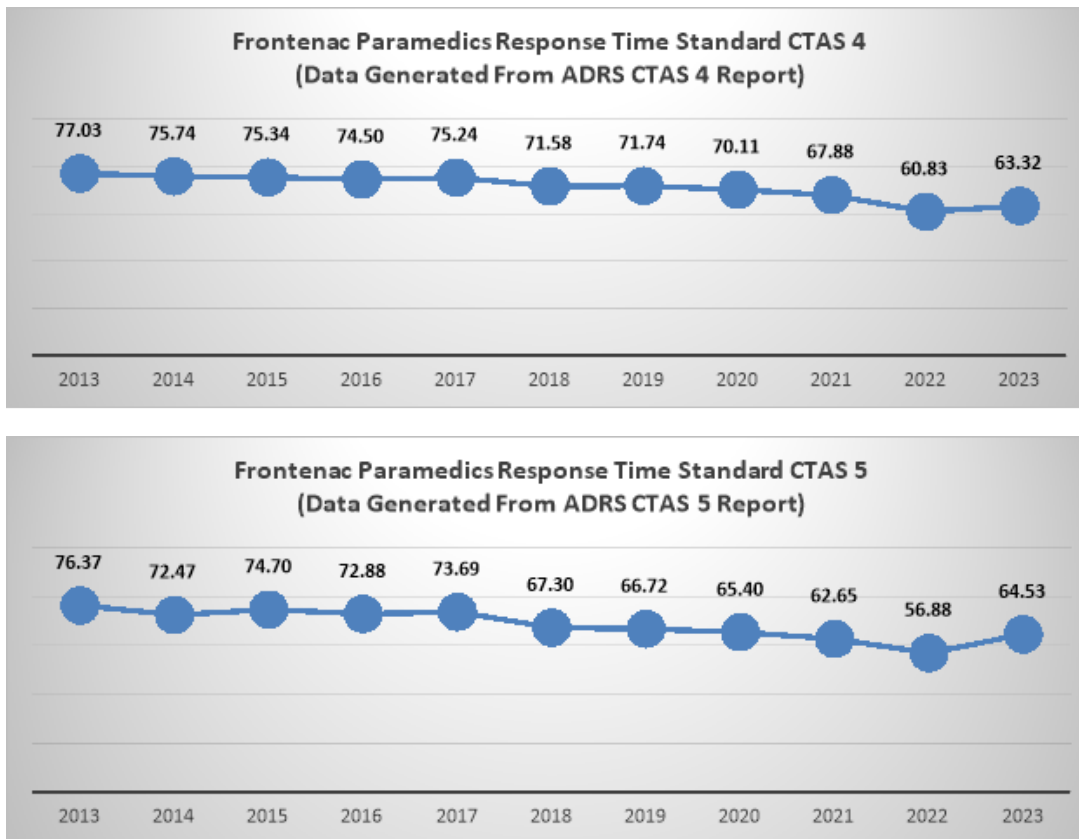


### Historical Response Time Standard Performance

In March 2023, Council was informed of a discrepancy in the data previously used to report Response Time Standard Performance coinciding with the change in electronic Patient Care Records (ePCR) Frontenac Paramedics use. The graphs below report the historical Response Time Standard Performance back to 2013.







### Comments

Frontenac Paramedics did not meet any of the response time standards set for 2023 and response time performance has deteriorated since 2013.

County Council approved the addition of two 12-hour Paramedic resources that were implemented in 2023. One began in April 2023 and the second began in October 2023. County Council has further approved the addition of a 12-hour Paramedic resource for 2024 to begin in Q4.

The Eastern Ontario Wardens' Caucus' Partial Refresh of the 2019 EOWC Paramedic Services Situational Overview, completed in May 2023, provides further recommendations for Paramedic resources. Council further approved Frontenac Paramedics to update the Frontenac Paramedics Ten Year Paramedic Human Resources and Facilities Master Plan previously completed in September 2019. This is currently under way and should provide further staffing, facility, and system optimization recommendations.

Council will be presented with a report in September 2024 to set the 2025 Response Time Standards. Presently, the Ministry of Health and the Kingston Central Ambulance Dispatch Centre (KCACC) have started the process of switching to an updated dispatch algorithm known as Medical Priority Dispatch System (MPDS), with implementation

Recommend Report to Council  
Emergency and Transportation Services – 2023 Legislated Response Time Standard Performance Plan - Reporting to Ministry of Health  
March 20, 2024

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expected to occur in early 2025. The intent of MPDS is to better categorize the urgency of 911 calls to get the most appropriate and timely resource to patients who it the most. With the implementation of MPDS expected early in 2025, it would be an appropriate time to align Frontenac Paramedics Response Time Standard in September 2024.

### **Strategic Priorities Implications**

To Provide High Quality Patient Care

To Ensure Effective Operations and Continued Leadership

### **Financial Implications**

At the present time, there is no penalty assigned for failure to meet this standard. The Ambulance Service Ministry Review conducted every three years reports on this metric. It is unknown if there will be any financial implications in the future.

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

Marc Goudie, Deputy Chief, Performance Standards, Frontenac Paramedics  
Dean Popov, Deputy Chief, Operations, Frontenac Paramedics  
Jennifer Perry, Performance Standards Assistant, Frontenac Paramedics  
Ontario Ministry of Health, Ambulance Dispatch Reporting System



**FRONTENAC**



**Report 2024-030**

**Recommend Report to Council**

**To:** Warden and Members of County Council  
**From:** Alex Lemieux, Director of Corporate Services/Treasurer  
**Prepared by:** Jannette Amini, Manager of Legislative Services/Clerk  
**Date of meeting:** March 20, 2024

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

---

**Recommendation**

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

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

**Background**

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

**Appointment of inspectors**

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

**Division into areas**

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

**Failure to appoint inspectors**

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

(4) The Minister shall notify the council of the appointment in writing and the treasurer of the municipality shall pay the remuneration or other compensation so fixed to the area weed inspector.

Upon his retirement, Mr. Gilpin turned his Frontenac Municipal Law Enforcement (FMLE) Business over to Lianne Ruttan. Staff reached out to Ms. Ruttan regarding the contract that the County held with Mr. Gilpin to solicit her interest in continuing on as the County's weed inspector, however she had informed staff that currently FMLE has no one on staff that has the training to carry out weed inspections and unfortunately during the pandemic has not been able to do so.

### Recommend Reports from the Chief Administrative Officer

Motion #: 120-20      Moved By:      Councillor Higgs  
Seconded By:      Councillor MacDonald

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

### Comment

Staff had also reached out to the EOWC Clerk's group to determine who acts as their respective Weed Inspectors. Of those that responded, all have a County road system with a Public Works Department that performs the role and duties of Weed Inspector.

Staff did reach out to the Township to see if there might be interest in the Township Public Works department taking on this role; however at this time, there is no interest.

As such, staff are recommending that Kelly Pender, Chief Administrative Officer for the County of Frontenac, be re-appointed on an interim basis for 2024 as the County of Frontenac's Weed Inspector. Mr. Pender holds a degree in Landscape Architecture and is qualified to carry out this role. Mr. Pender has also agreed to take on this role under a contract position until a replacement can be found, subsequent to his retirement as an independent contractor.

### **Strategic Priorities Implications**

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

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

### **Financial Implications**

Under the current arrangement, any time undertaken by Mr. Pender was absorbed through the operating expenses of the County through his remuneration as Chief Administrative Officer, and operating expenses for travel, liability insurance, etc, were covered through the County's insurance policy.

As an independent contractor, Mr. Pender would be responsible for providing his own liability insurance, means of transportation, and would be compensated based on time incurred to investigate complaints. There would be additional financial implications to the County, though those are difficult to predict given the infrequent and unpredictable nature of weed control complaints.

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

Alex Lemieux, Director of Corporate Services/Treasurer  
Lianne Ruttan, Frontenac Municipal Law Enforcement  
Member Municipalities



**FRONTENAC**



**Report 2024-033**

### **Council Recommend Information Report**

**To:** Warden and Council

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

**Prepared by:** Kelly Pender, Chief Administrative Officer  
Rob Dillabough, Director of Transportation Services/Manager of Marine Services

**Date of meeting:** March 20, 2024

**Re:** **Marine Services – Request from the Township of Frontenac Islands re Removal of Boarding Restrictions**

---

### **Recommendation**

**Whereas** the Howe Island County Ferry is operated by the County of Frontenac;

**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 thirty (30) 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.

### **Background**

At the March 11, 2024 meeting of the Council of the Township of Frontenac Islands, the following motion was passed:

**Moved by:** Councillor Ackley

**Seconded by:** Councillor Jablonicky

**That** Council direct staff to prepare a letter to the Frontenac County requesting that all restrictions regarding the 3,000 kg large vehicle from 6:30 am to 8:30 am and the 4:00 pm – 6:00 pm, be lifted; and that it be a first come first serve use.

**Carried**

The motion as proposed would delete the reference to a 3,000 kg limit on the Howe Island County Ferry during peak commuter periods.

### **Comment**

On Tuesday, March 5<sup>th</sup> 2024, the Director and Chief Administrative Officer met with Deputy Mayor/County Councillor Bill Saunders and Township Chief Administrative Officer Vanessa Latimer to review the issue and receive feedback from County staff. The issues noted in the staff recommendation were addressed during the meeting.

The Frontenac Howe Island County Ferry is owned by the Ministry of Transportation (MTO) and operated by the County of Frontenac. As the operator, the County is responsible for day-to-day operations and staffing of the vessel. All costs related to the vessel's operation are the responsibility of MTO and the Township.

The current boarding policies (attached), place a 3,000 kg weight limit on vehicles during the commuter hours. The limit has been in place for more than 10 years and is intended to ensure that commuter traffic is given priority over large vehicles and vehicles with trailers. The practice is that a vehicle, or vehicle and trailer more than the limit, will only board the vessel if space remains after commuter traffic is in place and only if the overall vessel weight limit will not be exceeded. For reference an empty minimum base Ford F-

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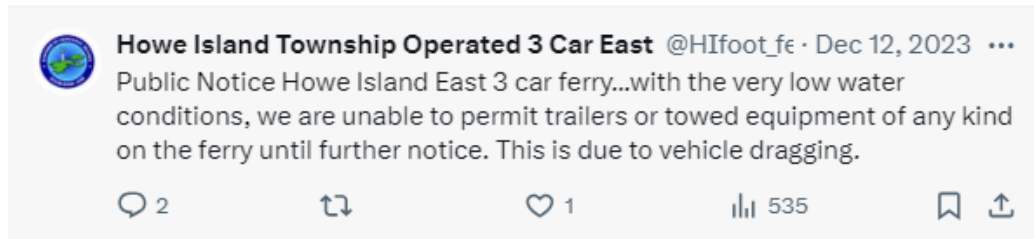
Recommend Report to Council

Marine Services – Request from the Township of Frontenac Islands re Removal of Boarding Restrictions March 20, 2024

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150 4x4 truck weighs 2,513 kg<sup>1</sup>. With a passenger(s) and a trailer, the vehicle is likely to exceed the limit and the policy will be implemented by staff. Drivers that provide a weigh scale ticket indicating that the vehicle and trailer is under the limit are permitted to board the vessel on a first come, first served basis.

The request is coming to County Council because of a policy change made by the Township Council to ban all trailers from the Howe Island Township ferry due to low water. The ban was later made permanent by the Township. The decision was announced on Twitter on December 12, 2023.



As a result of this policy change, one resident with a commercial business who routinely used the Township Ferry has been forced to use the County ferry. The business is inconvenienced by the Township policy change and the Township's solution was to pass the motion asking County Council to amend their policy.

The last time this policy was amended was in 2017 to permit farm related vehicles to board the vessel during commuter times. This change was required in order to comply with the *Farming and Food Production Protection Act, 1998*.

Resulting from this change, the County was sued and successfully defended the decision at the Superior Court of Ontario. The Court awarded costs that covered approximately 50% of the direct costs incurred by the County. The remaining costs were apportioned to the Township. A second legal action was defended by the County's insurer and included the Mayor and Deputy Mayor of the Township. Their position was defended by the County as their actions were deemed to be consistent with the decision of County Council. County solicitor Tony Fleming was also named in this lawsuit.

Senior County staff time required to defend the policy change was significant, but not apportioned to the Township. The staff recommendation would ensure that if further legal action was taken in response to this change, that senior staff time would be the responsibility of the Township. This recommendation is in the spirit of the principle that the County is not responsible for ferry related costs, and that the change would (potentially) be as a direct result of a request by the Township, whereas the prior legal matter was a result of compliance with Provincial law.

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<sup>1</sup> <https://www.ford.ca/trucks/f150/models/f150-xl/>

The County has been provided notice of a third potential legal action by a Township resident over the stowage reduction order by Transport Canada.

In addition to staff time required to defend the above legal actions, these incidents have also resulted in multiple requests being made under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). In 2017, following the policy change that lifted the heavy vehicle restrictions for farm vehicles, a formal MFIPPA request for extensive documents was submitted that required over 40 hours of staff time. In 2019, an additional two requests were made following the conclusion of the first lawsuit and the filing of an additional lawsuit, one of which went to both mediation and adjudication.

In 2022, following policy changes that resulted from safety complaints being made by a Township resident to Transport Canada and the resulting Flag State Report regarding the ability to safely exit a vehicle during an emergency, two MFIPPA requests were made. One of the requests continues today in arbitration.

In the period leading up to the change and after implementation, front line staff were subject to verbal abuse and harassment by Island residents who were insistent that commuter traffic should always have priority. The County as the employer has the responsibility to protect staff from harassment. The staff recommendation would ensure that public consultation is undertaken prior to further consideration and all questions, comments, and concerns are directed to the Township, not to the County. Management will provide clear direction to front line staff, not to engage with disgruntled residents.

In the absence of the conditions in the motion it is staff's recommendation to deny the request.

It should be noted that the original legal actions and MFIPPA requests were defensible in that they were in response to compliance to Provincial law and an order by Transport Canada. This current request is not in response to a legal requirement, rather the request of an Island resident resulting from an operational change implemented by the Township.

### **Strategic Priority Implications**

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**

All costs related to this request are the responsibility of the Township of Frontenac Islands.

Legal actions defended by our Insurer will potentially adversely affect our insurance premium and our ability to go market in the future. While hypothetical at this point, such costs would be the responsibility of County and County taxpayers.

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

Councillor Bill Saunders (Deputy Mayor, Township of Frontenac Islands)  
Vanessa Latimer, Chief Administrative Officer, Township of Frontenac Islands



# FRONTENAC

## Marine Services

Policy & Procedure Manual

Index Number: T9000-100-2012-018

**Subject: Weekend & Holiday Heavy Truck Restrictions**

**Page 1 of 1**

**Approved:**

**Effective: October 25, 2005**  
**Revision Date: June 21, 2013**  
**Updated on September 27, 2023**

**Policy:** It is the policy of the County of Frontenac and directed by Council that vehicles designated as heavy vehicles are restricted from use of the ferry during commute times.  
Commuter times are defined as off the Island and are between 06:30 and 08:30 during business days. Commuter times to the Island are defined as 16:00 to 18:00.

**Objective:** To ensure capacity of the vessel is maximized during commute times.

**Procedure:** During Commuter times all heavy trucks weighing more than 3000KG will be held at wait until the passenger vehicles have been boarded.

Should the ferry have capacity after ALL the commuter traffic for the crossing is loaded the heavy trucks may be considered for passage.

**The Heavy Truck Restriction is only in place during the weekdays. During the weekends and holidays there is no restriction on the time trucks may cross.**



# FRONTENAC

## Marine Services

Policy & Procedure Manual

Index Number: T9000-100-2012-019

**Subject:** Heavy Truck Restrictions

Page 1 of 1

**Approved:**

**Effective: October 25, 2005**

**Revision Date: Dec 13, 2016**

**Updated on: September 27, 2023**

**Policy:** It is the policy of the County of Frontenac and directed by Council that vehicles designated as Heavy Vehicles are restricted from use of the ferry during commute times.

Commuter times are defined as off the Island and are between 06:30 and 08:30 during business days. Commuter times to the Island are defined as 16:00 to 18:00.

**Objective:** To ensure capacity of the vessel is maximized during commute times.

**Procedure:** During Commuter times all heavy trucks weighing more than 3000KG will be held at wait until the passenger vehicles have been boarded.

The following shall be used:

1. A heavy truck and or truck/trailer combination is defined as having weight exceeding 3000 kilograms.

Should the ferry have capacity after ALL the commuter traffic for the crossing is loaded the heavy trucks may be considered for passage.

Vehicles in the support of agricultural operations are exempt from this restriction. These vehicle drivers will self-identify that they are supporting agricultural operations. **See Policy Number MS-17-001**



Policy & Procedure Manual

Index Number: T9000-100-2017-001

**Subject:** Heavy Vehicle Restricted Periods  
Farm Vehicle Exemption

Page 1 of 1

**Approved:**

**Effective: May 1, 2017**  
**Revision: September 8, 2023**

**Policy:** This Policy/Procedure is to ensure that the Ferry Operators take the appropriate action during Heavy truck Restriction Periods.

**Objective:** To provide a clear understanding of appropriate procedures for all Ferry Operators ensuring the movement of Heavy vehicles that are supporting agricultural operations during the heavy truck restriction period passage off the island between 06:30 am and 08:30 am in the mornings and between 4:00 pm and 6:00 pm in the afternoons.

**Procedure:** The following procedure is to be followed by all Ferry Operators during the period of heavy truck restrictions.

During the Heavy Truck Restriction hours, if a vehicle arrives and expects that is not an obvious farm vehicle but oversize; the ferry operator is to ask the following question:

Is the purpose of your travel today farm related?

If the answer is **YES**: they travel.

If the answer is **NO**: they will be directed out of line and wait for the time limitations to pass.



**FRONTENAC**



**Report 2024-028**

### **Council Information Report**

**To:** Warden and Council Members of the County of Frontenac  
**From:** Kelly J. Pender, Chief Administrative Officer  
**Prepared by:** Kathie Shaw, Senior Financial Analyst  
Brianna McEathron, Executive Assistant, Corporate Services  
**Date of meeting:** March 20, 2024

**Re: Corporate Services – 2023 Remuneration and Reimbursement of Expenses to Council Members and Non-Council Appointees Report**

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### **Recommendation**

This report is for information purposes only.

### **Background**

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

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

- (a) each member of Council in respect of his or her services as a member of the Council or any other body, including a local board, to which the member has been appointed by Council or on which the member holds office by virtue of being a member of Council;
- (b) each member of Council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
- (c) each person, other than a member of Council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body. 2001, c. 25, s. 284 (1).

## Comment

By-law No. 2022-0052, and its predecessor By-law No. 2015-0042 outlines the remuneration to be paid to Councillors and Non-Council Appointees of the County as well as attendance at conferences and training opportunities.

The following charts provide an itemized statement on remuneration and expenses paid in 2023 to members of Council and persons appointed by Council to serve on Boards and Committees.

| <b>Council Members</b>       | <b>Compensation as Council Member or Appointee</b> | <b>Mileage and Per Diems</b> | <b>Conference/Training Travel and Other Related Expenses</b> | <b>Total *</b> |
|------------------------------|----------------------------------------------------|------------------------------|--------------------------------------------------------------|----------------|
| Ron Vandewal, Warden         | 35,920.32                                          | 1,624.45                     | 3,047.43                                                     | \$ 40,592.20   |
| Frances Smith, Deputy Warden | 19,584.12                                          | 2,186.95                     | 62.99                                                        | \$ 21,834.06   |
| Fred Fowler                  | 16,320.12                                          | 3,928.56                     | 1,881.60                                                     | \$ 22,130.28   |
| Nicki Gowdy                  | 16,320.12                                          | 950.70                       | 757.10                                                       | \$ 18,027.92   |
| Judith Anne Greenwood-Speers | 16,320.12                                          | 2,080.78                     | 1,738.47                                                     | \$ 20,139.37   |
| Ray Leonard                  | 16,320.12                                          | 2,192.78                     | 0.00                                                         | \$ 18,512.90   |
| Gerry Lichty                 | 16,320.12                                          | 2,380.76                     | 0.00                                                         | \$ 18,700.88   |
| Bill Saunders                | 16,320.12                                          | 4,366.69                     | 2,397.93                                                     | \$ 23,084.74   |
| <b>Previous Council</b>      |                                                    |                              |                                                              |                |
| Alan Revill                  | -                                                  | 1,050.00                     | -                                                            | \$ 1,050.00    |

\*Expense reporting is based on when the expense reimbursement was paid to the member of Council. Note that 2023 totals may include expenses that were incurred in 2022 but were submitted and/or reimbursed in 2023.

Council remuneration includes representation on the following Boards and Committees:

|               |                                                                                                                  |
|---------------|------------------------------------------------------------------------------------------------------------------|
| Ron Vandewal  | Planning and Economic Development Committee<br>Administration Committee<br>CAO Selection Committee               |
| Frances Smith | Planning and Economic Development Committee<br>Administration Committee<br>CAO Selection Committee               |
| Fred Fowler   | Planning and Economic Development Committee                                                                      |
| Nicki Gowdy   | Frontenac Joint Accessibility Advisory Committee<br>City of Kingston Housing and Homelessness Advisory Committee |
| Judith Anne   | Planning and Economic Development Committee                                                                      |

Council Information Report  
Corporate Services – 2023 Remuneration and Reimbursement of Expenses to Council Members and Non-Council Appointees Report  
March 20, 2024

Page 2 of 4

|                  |                                                                                                                          |
|------------------|--------------------------------------------------------------------------------------------------------------------------|
| Greenwood-Speers | KFL&A Public Health Board<br>Administration Committee<br>CAO Selection Committee                                         |
| Ray Leonard      | Kingston Frontenac Public Library Board                                                                                  |
| Gerry Lichty     | Administration Committee<br>CAO Selection Committee                                                                      |
| Bill Saunders    | Food Policy Council of Kingston, Frontenac, Lennox, and<br>Addington<br>Frontenac Joint Accessibility Advisory Committee |

There were no meetings in 2023 held of the CAO Performance Appraisal Review Panel.

The summary of remuneration for persons, other than a member of Council, appointed by the County to serve as a member of any body, including a local board:

| <b>Frontenac Joint Accessibility<br/>Advisory Committee</b> | <b>Mileage HST<br/>Included</b><br>\$ | <b>Per Diem</b><br>\$ | <b>Total</b><br>\$ |
|-------------------------------------------------------------|---------------------------------------|-----------------------|--------------------|
| Neil Allen (Chair)                                          | -                                     | 150.00                | 150.00             |
| *Kurt Halliday                                              | -                                     | -                     | -                  |
| Erin Ferguson                                               | 130.56                                | 75.00                 | 205.56             |
| Pat Joslin                                                  | -                                     | 75.00                 | 75.00              |
| Janet McDonald                                              | -                                     | 150.00                | 150.00             |

| <b>Planning and Economic<br/>Development Advisory Committee</b> | <b>Mileage HST<br/>Included</b><br>\$ | <b>Per Diem</b><br>\$ | <b>Total</b><br>\$ |
|-----------------------------------------------------------------|---------------------------------------|-----------------------|--------------------|
| Leona Fleischman                                                | 59.84                                 | 75.00                 | 134.84             |
| Mike Hage                                                       | 130.56                                | 75.00                 | 205.56             |
| Phil Leonard                                                    | 14.28                                 | 75.00                 | 89.23              |
| Jim McIntosh                                                    | 78.06                                 | 75.00                 | 153.06             |

| <b>Kingston Frontenac Public<br/>Library Board</b> | <b>Mileage HST<br/>Included</b><br>\$ | <b>Per Diem</b><br>\$ | <b>Misc</b><br>\$ | <b>Total</b><br>\$ |
|----------------------------------------------------|---------------------------------------|-----------------------|-------------------|--------------------|
| Alan Revill                                        | 807.84                                | 750.00                | 17.00             | 1574.84            |
| *Louise Moody                                      | No Payment By Request                 |                       |                   |                    |

|              | <b>Mileage<br/>HST<br/>Included</b> | <b>Per Diem</b> | <b>Total</b> |
|--------------|-------------------------------------|-----------------|--------------|
|              | \$                                  | \$              | \$           |
| Roy Huetl    | 153.68                              |                 | 153.68       |
| Dan Hulton   | 50.32                               |                 | 50.32        |
| Jim McIntosh | 78.06                               |                 | 78.06        |
| Phil Tibble  | 153.00                              |                 | 153.00       |

\* This member was appointed to committees but did not receive any compensation in 2023.

### **Strategic Priorities**

As indicated in the 2023-26 Strategic Plan, good governance and legislative compliance falls under the priority of Maximize Administrative Leadership within the County Administration, specifically:

- 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).

### **Financial Implications**

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

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

Alex Lemieux, Director of Corporate Services/ Treasurer  
Jannette Amini, Manager of Legislative Services/Clerk

**By-Law Number 2024-009**

**of**

**The Corporation of the County of Frontenac**

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

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

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

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

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

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

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

Read a First and Second Time this 20<sup>th</sup> day of March, 2024.

Read a Third Time, Signed, Sealed and Finally Passed this 20<sup>th</sup> day of March, 2024.

**The Corporation of the County of Frontenac**

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Fran Smith, Warden

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Jannette Amini, Clerk

**By-Law No. 2024-010**

**of**

**The Corporation of the County OF Frontenac**

being a by-law to confirm all actions and proceedings of County Council on  
March 20, 2024

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

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

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

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

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

1. **That** all actions and proceedings of the Council of the County of Frontenac taken at its regular meeting held on March 20, 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 March 20, 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 March 20, 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 20<sup>th</sup> day of March 2024

Read a Third Time and Finally Passed, Signed and Sealed this 20<sup>th</sup> day of March 2024.

**The Corporation of the County of Frontenac**

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Frances Smith, Warden

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Jannette Amini, Clerk