



Frontenac County Council Meeting
Wednesday, October 15, 2025 – 9:00 a.m.
County of Frontenac Administration Building,
2069 Battersea Road, Glenburnie, ON
Council will resolve into Closed Meeting
and will reconvene as regular Council at 9:30 a.m.
<https://youtube.com/live/zTbm6GJyryg?feature=share>

Agenda

Page

Call to Order

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

Roll Call

Closed Session

a) Move into closed session

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 September 17, 2025
2. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board - as it relates to the operation of the Howe Island Ferry

b) Return to Council

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

Approval of Addendum

Disclosure of Pecuniary Interest and General Nature Thereof

Adoption of Minutes

8 - 19

- a) Minutes of Meeting held September 17, 2025

Resolved That the minutes of the regular Council meeting held September 17, 2025 be adopted.

[Minutes of Meeting held September 17, 2025](#)

Delegations and/or Presentations

Proclamations

- a) **GIS Day
November 19, 2025**

Whereas Geography Awareness Week is November 17 – 21, 2025;

And Whereas International Geographic Information System (GIS) Day is November 19, 2025;

And Whereas Geography Awareness Week promotes GIS and geographic literacy;

And Whereas GIS is an important part of geography awareness;

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

Now Therefore Be It Resolved That the Council of the County of Frontenac hereby proclaims November 19, 2025 as GIS Day in Frontenac County.

Move into Committee of the Whole

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

Briefings

- a) **Dr. Piotr Oglaza**, Medical Officer of Health, KFL&A Public Health, will present to County Council, highlights of Public Health programs and services along with an overview of the its draft 2026 budget
- b) **Jayne Hartley, Director, Housing and Social Services** City of Kingston, will provide County Council with a presentation of the draft

Social Services and Housing budget.

- c) **Ms. Laura Carter**, CEO/Chief Librarian, Kingston Frontenac Public Library, will present to County Council, highlights of the library programs and services along with an overview of the Library's draft 2026 budget.
- d) **Anna Campbell and Payton Hunt** will provide County Council with a presentation on Integrating Clinical Pathways Into Your BPSO Journey.
- e) **Mr. Kevin Farrell**, Chief Administrative Officer, will provide Council with his monthly CAO briefing.
[CAO Monthly Report](#)

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Unfinished Business

Consent Reports from the Chief Administrative Officer

Committee of Management of Fairmount Home

Recommend Reports from the Chief Administrative Officer

32 - 34

- a) **2025-079**
Emergency and Transportation Services
2026 Legislated Response Time Performance Plan

Recommendation:

Be it Resolved That the Council of the County of Frontenac receive the Emergency and Transportation Services –2026 Legislated Response Time Performance Plan report for information;

And Further That Council direct the Clerk to introduce a by-law later in the meeting adopting the 2026 Response Time Performance Plan.

[2026 Legislated Response Time Performance Plan](#)

35 - 40

- b) **2025-080**
Planning and Economic Development
K&P Trail – Establish Dedicated Reserve

Recommendation:

Be It Resolved That the Council of the County of Frontenac authorize staff to establish a dedicated K&P Trail reserve fund;

And Further That Council allocates \$350,000 from the strategic reserve to the K&P Trail reserve;

And Further That any surplus from the K&P trail operating budget in each year be directed to the K&P Trail reserve.

[K&P Trail – Establish Dedicated Reserve](#)

Information Reports from the Chief Administrative Officer

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- a) **2025-078**
Emergency and Transportation Services
Information Report on Ministry of Health (MOH) Certification
[Information Report on Ministry of Health \(MOH\) Certification](#)

Reports from Advisory Committees of County Council

44 - 49

- a) Report of the Planning and Economic Development Advisory Committee
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:

2025-077
Frontenac County Official Plan Update

Be It Resolved That the County Council endorse the work plan to update the existing County Official Plan, which will commence in the Fall of 2025;

And Further That the changes to the Plan take place through a series of amendments rather than a complete replacement of the Plan;

And Further That the updates to the Plan be done so that the existing approach of the Plan be continued, including the following parameters:

1. That the updates be prepared for a 'high level' planning document using a regional planning perspective, recognizing that detailed planning policies are in place with the four Township Official Plans;
2. That the Official Plan continue to use a watershed-based approach and act as a guide for dealing with cross-boundary and cross-jurisdictional planning issues; and
3. That the Official Plan be consistent with the Provincial Planning Statement (2024) while offering a solutions-oriented planning

approach to deal with land use planning issues that are common in the Frontenac region.

And Further That Council authorize staff to draw up to a maximum of \$6,000 from the Sustainability Reserve towards the preparation of the Official Plan update for any costs related to meetings and public consultation.

[Planning and Economic Development Advisory Committee Report to Council](#)

[Planning and Economic Development Advisory Committee Minutes of Meeting held September 25, 2025](#)

Return to Council

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

Adoption of the Report of the Committee of the Whole Council

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

Motions, Notice of Which has Been Given

Giving Notice of Motion

Communications

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

- a) From Kevin Farrell, CAO providing Meeting Follow up Memo to Council from the September 17, 2025
[Distributed to Members of County Council September 19, 2025]
- b) From the Municipality of Bluewater regarding a Resolution on the Closure of Before and After School Programs
[Distributed to Members of County Council September 19, 2025]
- c) From the Town of Petrolia regarding a Resolution concerning Volunteer Firefighter training support
[Distributed to Members of County Council September 19, 2025]
- d) From the Municipality of South Huron regarding a Resolution on the Closure of Before and After School Programs
[Distributed to Members of County Council September 19, 2025]
- e) From the Municipality of St. Charles regarding a Resolution on the

Natural Gas Expansion Project Cancellation

[Distributed to Members of County Council September 19, 2025]

- f) From the Town of Petrolia regarding a Resolution supporting bail reform
[Distributed to Members of County Council September 19, 2025]
- g) From the City of North Bay regarding a Resolution to Support Making NORDS Pilot Program Permanent and Expanding Program Eligibility
[Distributed to Members of County Council September 26, 2025]
- h) From the Municipality of Assiginack regarding a Resolution to support that the NORDS Pilot Program become permanent
[Distributed to Members of County Council September 26, 2025]
- i) From the Municipality of St. Charles regarding a Resolution of support for making the NORDS Pilot Program permanent
[Distributed to Members of County Council September 26, 2025]
- j) From the Town of Aurora regarding a Resolution in support of the Elect Respect Campaign
[Distributed to Members of County Council September 26, 2025]
- k) From the Township of Woolwich regarding a Resolution concerning Bill C-61 First Nations Clean Water Act
[Distributed to Members of County Council September 26, 2025]
- l) From the Regional Municipality of Waterloo regarding a Resolution Amendments to Ontario Regulation 391-21 Blue Box Program
[Distributed to Members of County Council October 10, 2025]
- m) From the Town of Englehart regarding a Resolution for Exemption to Proposed Mandatory Firefighter Certification Requirements
[Distributed to Members of County Council October 10, 2025]
- n) From the Town of Smiths Falls regarding a Resolution of Support of H.E.R. Elect Respect Campaign
[Distributed to Members of County Council October 10, 2025]
- o) From the Township of Stone Mills regarding a Resolution on Electoral Reform
[Distributed to Members of County Council October 10, 2025]
- p) Invitation to Rural Frontenac Community Services AGM Oct 16, 2025
[Distributed to Members of County Council October 10, 2025]

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

- 50 - 51 a) To adopt a 2026 Legislated Land Ambulance Response Time Performance Plan
[Proposed By-law No. 2025-036]
[To adopt a 2026 Legislated Land Ambulance Response Time Performance Plan](#)
- 52 - 53 b) To confirm all actions and proceedings of County Council on October 15, 2025
[Proposed By-law No. 2025-037]
[To confirm all actions and proceedings of County Council on October 15, 2025](#)

Adjournment



FRONTENAC



Minutes of the Regular Meeting of Council September 17, 2025

A regular meeting of the Council of the County of Frontenac was held in the Council Chamber of the County Administrative Office, 2069 Battersea Road, Glenburnie on September 17, 2025 at 9:00 AM.

There was a "Closed Meeting" of the Committee of the Whole from 9:00 am to 9:22 a.m. with regular business commencing at 9:30 am.

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

Regrets: Deputy Warden Bill Saunders

Also Present: **County:**
Richard Allen, Manager of Economic Development
Jannette Amini, Manager of Legislative Services/Clerk
Susan Brant, Administrator-Fairmount Home
Rob Dillabough, Manager of Marine Services
Kevin Farrell, Chief Administrative Officer
Amy Freeburn, Executive Assistant to the CAO
Joe Gallivan, Director of Planning and Economic Development
Barb McCulloch, Director of Human Resource
Phil Piasetzki, Acting Treasurer
Marc Goudie, Chief/Director of Emergency and Transportation Services

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

a) Move into closed session

Motion #: 157-25 Moved By: Councillor Greenwood-Speers
Seconded By: Councillor Gowdy

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

1. Adoption of Closed Minutes of Meetings held July 16, 2025
2. A proposed or pending acquisition or disposition of land by the municipality or local board; - as it relates to ongoing negotiations with a property owner for acquisition of lands for the K&P Trail

Carried

b) Return to Council

Motion #: 158-25 Moved By: Councillor Leonard
Seconded By: Councillor Fowler

Resolved That Council rise from Committee of the Whole closed session, that the rules of Procedural By-law No. 2022-0026 be waived and the Warden report.

Carried

Motion #: 159-25 Moved By: Councillor Vandewal
Seconded By: Councillor Smith

Be It Resolved That County Council authorizes the Warden and Clerk to execute the agreement with the landowner of 1077A Station Road, as prepared by legal counsel, in order to finalize compensation and related provisions under the Expropriations Act;

Carried

Public Meeting

The following was a public meeting to permit members of the public to make presentations and/or funding requests to County Council for consideration in the 2026 budget.

- a) Submission from Dr. Terri-Lynn Brennan on behalf of LodgePole Arts Alliance for a funding request to support its 2026 National Indigenous Presenters Gathering.
- b) Submission from Ellen Mortfield on behalf of the Food Policy Council regarding its annual funding request.
- c) Submission by Rhonda Kimberley-Young on behalf of the Central Frontenac Heritage Society regarding its Railway Park improvement project

**b) 2025-069
Corporate Services
Application to the Municipal Ice Storm Assistance (M.I.S.A) Program**

Motion #: 168-25 Moved By: Councillor Gowdy
Seconded By: Councillor Leonard

Whereas the municipality of the County of Frontenac has eligible costs directly linked to the March 2025 ice storm;

Therefore Be It Resolved That the Council of the Corporation of the County of Frontenac hereby requests assistance under the Municipal Ice Storm Assistance program;

And Further That the Acting Treasurer, is given delegated authority to verify and attest to the accuracy of the application package.

Carried

**c) 2025-072
Planning and Economic Development
K&P Trail – Replacement of Antoine Creek Bridge**

Motion #: 169-25 Moved By: Councillor Fowler
Seconded By: Councillor Vandewal

Be It Resolved That the C.A.O and Clerk be authorized to enter into an agreement with the Snow Road Snowmobile Club for the replacement of the Antoine Creek Bridge on the K&P Trail in Snow Road Station

And That Council authorize the use of up to \$67,030 from the County's Ontario Community Infrastructure Fund (O.C.I.F) allocation to fund the installation of this new bridge over Antoine Creek

And Further That Crain's Construction be contracted directly to supply and install the existing 20-tonne capacity bridge stored in Crain's yard, as recommended by Keystone Bridge Management Inc., to ensure the project is completed prior to the 2025–2026 snowmobile season.

Carried

**d) 2025-073
Planning and Economic Development
K&P Trail – Phase 6 Development: Snow Road Station to Wilbur and
Rural Ontario Development Program Application**

Motion #: 170-25 Moved By: Councillor Smith
Seconded By: Councillor Greenwood-Speers

Be It Resolved That the Council of the County of Frontenac authorize staff to apply to the Rural Ontario Development Program, Strategic Economic Infrastructure stream, for

the rehabilitation of the K&P Trail in the Township of North Frontenac between Snow Road Station and Wilbur.

And That Council authorize staff to draw from the Canada Community Building Fund reserve in 2026 to cover the County's portion of the project.

And Further That if the application is successful, that the Warden and Clerk be authorized to enter into an agreement with the province of Ontario for the purpose of this funding program.

Carried

e) **2025-075
Planning and Economic Development
K&P Trail – Declaration of Surplus Lands for the purpose of
transferring excess portions of the K&P Trail to 11628 Road 38**

Motion #: 171-25 Moved By: Councillor Leonard
Seconded By: Councillor Gowdy

Be It Resolved That staff be directed to negotiate the terms of a land sale with the adjacent landowner at 11628 Road 38 for part of the County owned property located in Tichborne near Fream Street; legally described as CON 1 PT LOTS 18 TO 20 CON 2 PT LOTS 16 20 AND 21 in the former township of Hinchinbrooke; subject to the following conditions:

1. That all costs associated with surveying, legal fees, and the preparation and registration of all necessary documents be borne entirely by the purchaser;
2. That the surveyed boundary of the lot addition be established no closer than 10 metres (33 feet) from the centreline of the traveled portion of the trail, with the exact location to be confirmed through the survey process.
3. That the purchaser ensures that the subject lands are rezoned to meet the proposed use with the Township of Central Frontenac prior to completion of the Agreement for Purchase and Sale;
4. The purchaser agrees to provide space for public art on the subject property, the details of which—including location, size, and form—shall be determined through a separate agreement with the County once site plan is confirmed.

And Further That in accordance with By-law 2025-013 the Council of the County of Frontenac pass a by-law later in the meeting to declare the subject lands surplus for the purpose of transferring portions of the former K&P to 11628 Road 38 for the purpose of a lot addition to a commercial property.

And Further That the Clerk be directed to give public notice of Council's intention in accordance with By-law No. 2025-013.

Carried

b) Motion of Support for the Central Frontenac Caboose Project

Motion #: 175-25 Moved By: Councillor Smith
Seconded By: Councillor Fowler

Be It Resolved That the Council of the County of Frontenac offer a letter of support for the Central Frontenac Caboose Project in bringing a vintage 1922 caboose to the Sharbot Lake Railway Park.

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 Aylmer regarding a Resolution on the Advocacy for Increased Income Support Thresholds for Canadian Veterans
[Distributed to Members of County Council July 18, 2025]
- b) From the Town of Kingsville regarding a Resolution in Opposition to Bill 17, Protect Ontario by Building Faster Act, 2025
[Distributed to Members of County Council July 18, 2025]
- c) From the Township of Frontenac Islands regarding a Resolution and letter to MPP Ted Hsu on the Status of the Howe Island Ferry
[Distributed to Members of County Council July 18, 2025]
- d) From the Town of Aurora regarding a Resolution in Opposition to Bill 17, Protect Ontario by Building Faster and Smarter Act, 2025
[Distributed to Members of County Council July 25, 2025]
- e) From the Town of Aurora regarding a Resolution in Opposition to Bill 5, Protect Ontario by Unleashing our Economy Act, 2025
[Distributed to Members of County Council July 25, 2025]
- f) From Norfolk County regarding a Resolution of Support for Bill C-2 that amends the Proceeds of Crime and Terrorist Financing Act
[Distributed to Members of County Council August 1, 2025]
- g) From the City of St. Catherines regarding a Resolution regarding its support for the Elect Respect Pledge
[Distributed to Members of County Council August 1, 2025]
- h) From the Township of Nairn and Hyman regarding a Resolution in Opposition to the Transportation and Disposal of Niobium Tailings at the Agnew Lake Tailings
[Distributed to Members of County Council August 1, 2025]
- i) From the Town of Grimsby regarding a Resolution of Endorsement for Elect Respect Pledge
[Distributed to Members of County Council August 22, 2025]

b) Third Reading

Motion #: 177-25 Moved By: Councillor Vandewal
Seconded By: Councillor Gowdy

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

Carried

By-Laws

- a) To designate the Manager of Marine Services and the Chief Administrative Officer as County of Frontenac's (the Operator) Representatives for the Frontenac Howe Island Ferry.

[Proposed By-law No. 2025-030]

- b) To Authorize the Warden and Clerk to Execute an Agreement with the Snow Road Snowmobile Club for the provision of a new bridge to be used on the K&P Trail over Antoine Creek.

[Proposed By-law No. 2025-031]

- c) to authorize the Execution of an Agreement with the Province of Ontario should the Application to the Rural Ontario Development Program, Strategic Economic Infrastructure stream be successful.

[Proposed By-law No. 2025-032]

- d) To declare lands of the County owned property located in Tichborne near Fream Street; legally described as CON 1 PT LOTS 18 TO 20 CON 2 PT LOTS 16 20 AND 21 in the former township of Hinchinbrooke, surplus for the purpose of transferring excess portions of the K&P Trail to 11628 Road 38.

First and Second Reading only

[Proposed By-law No 2025-033]

- e) To authorize the Warden and Clerk to execute the agreement with the landowner of 1077A Station Road, as prepared by legal counsel, in order to finalize compensation and related provisions under the Expropriations Act.

[Proposed By-law No. 2025-034]

Administrative Report

October 15, 2025

Report 2025-10



CAO Schedule Highlights – October 2025

- Senior Leadership Team Meeting – October 1
- Employee Service Recognition Event – October 2
- OPSEU Bargaining – October 6
- Departmental Budget Review – October 7
- MTO Partnership Meeting – October 9
- Staff Wellness BBQ – October 9
- Frontenac / MECF Meeting – October 10
- Frontenac County Council – October 15
- FMS Technical Support Meeting – October 15
- Old House Staff Meeting – October 16
- EOWC Meeting – October 17
- New Hire Orientation – October 20
- EOWC Parliament Hill Days – October 20/21
- PEDAC Meeting – October 23
- Frontenac / MLTC Meeting – October 24
- Council Budget Presentations – October 28/29



Human Resources Update – Key Activity

Recruitment

- 319 postings as of October 6th
- Recruitment ongoing at Fairmount Home
- 6 new paramedic hires

Labour Relations

- C.U.P.E. 2290 – Interest arbitration – Nov 19th (Evening); invited back to table November 6th
- O.P.S.E.U. 462 – Bargaining – October 6th; next date December 1st; two grievances withdrawn at mediation
- Ongoing Investigations

Miscellaneous

- E.D.I. committee met on October 1st
- Challenging Your Bias training December 3rd
- Revised Service Recognition program rolled out October 2nd; committee revised, planned and implemented the changes – well received
- Planning for Conflict Modes workshop – in house

Frontenac Paramedics

September 30th marked one year with our new Paramedic Chief

A few of the year's highlights include:

- New 12-hour/7-day Paramedic resource added in January 2025
- Superintendents Podgers, vanHartingsveldt received their Exemplary Service medal 30-year bar
- MPDS Dispatch implementation
- ZOLL Monitor roll out
- Two new Superintendents, Dunn and Esford
- Successful Ambulance Service Review
- New Station 11 planned to start construction this Fall



Fairmount Home Update



Communications Update



Website Pageviews

FrontenacCounty.ca	22,098
VisitFrontenac.ca	14,743
FrontenacMaps.ca	6,469
EngageFrontenac.ca	4,561
CivicWebPortal	1,469

Social Media Engagement

County Facebook & Instagram	27,541
County X Twitter	184
County Youtube	612
County LinkedIn	1,023
FPS X Twitter	465
Visit Frontenac Facebook & Instagram	1,728
Fairmount Facebook	2,096
K&P Trail Facebook Group	1,313
H.I. Ferry X Twitter	23

Total engagements in September

Change from August 2025	19%
Change from September 2024	19%



Planning Services Update

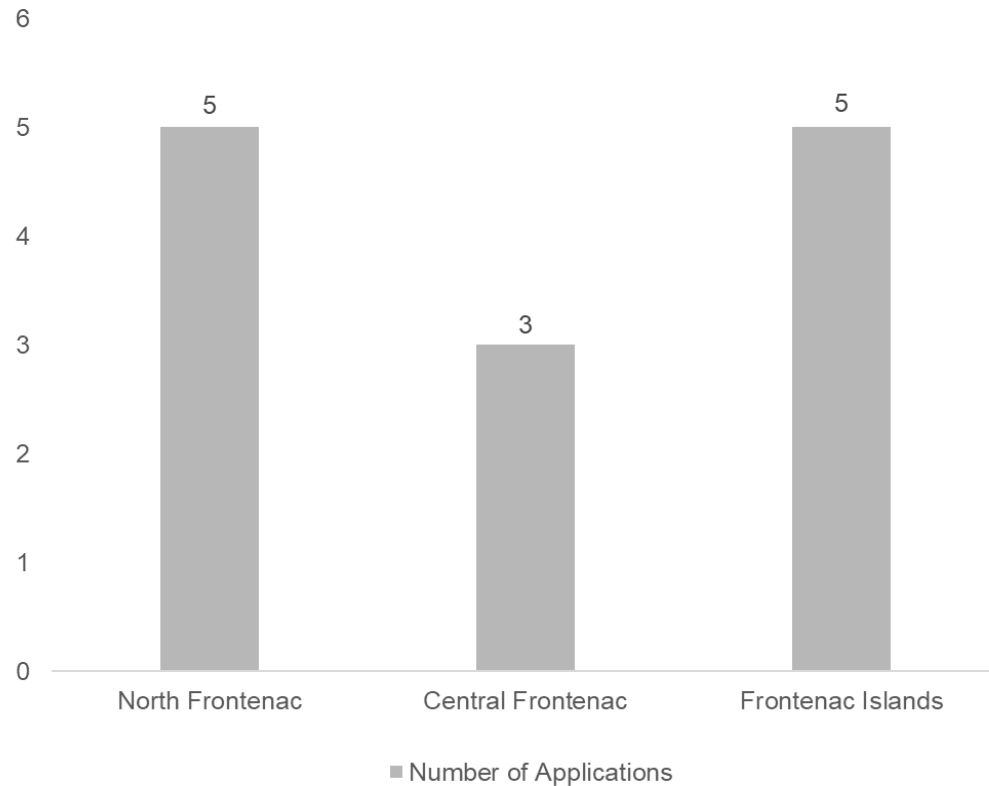
Natural Heritage Study (NHS)

Request for Proposals (RFP) issued on September 9.

Deadline for submissions has been extended by two weeks to October 23.



Planning Applications – Townships (September)



- Applications heading into fall remain steady (Central Frontenac had no Committee of Adjustment meeting in September).
- Approximately 40% of the applications received and processed continue to be consents that are approved through delegated authority to staff.

Economic Development

Frontenac County || Annual Business Retreat

Tuesday, October 21, 2025 - RKY Camp

Details: <https://www.eventbrite.ca/e/2025-frontenac-county-business-retreat-tickets-1542014349429>

Frontenac County || 2025 Business Awards Event

Tuesday, November 18 - Picadilly Hall in Godfrey from 5:00 – 7:00pm

Nominate by October 28: <https://engagefrontenac.ca/frontenac-business-awards>

Healthcare in Our Community

Local Community Working Group sessions Sept. 29 (virtual) & Oct 7 (in-person)

Total number of participants – 40

Next steps – summarize input work to form a Local Community Working Group

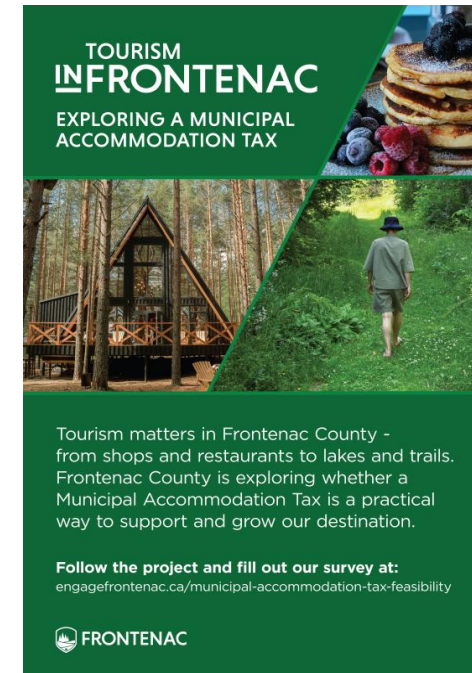


Municipal Accommodation Tax Feasibility

- Research and background work underway
- Community Survey is available until November 14
- Open Houses:
 - Oct 29 || 12:00 – 3:00pm, Marysville Town Hall
 - Oct 29 || 5:30 – 7:00pm, Verona Lions Centre
 - Oct 30 || 9:00 – 10:30am, North Frontenac Township Office
 - Oct 30 || 5:30 – 7:00pm, Soldier's Memorial Hall
 - Nov 13 || 6:30 – 8:00pm, Virtual Open House for Short Term Rental Hosts

Details available on Engage Frontenac:

<https://engagefrontenac.ca/municipal-accommodation-tax-feasibility>



Employee Recognition



Welcome Alex Hammond



Please welcome Alex Hammond,
Executive Assistant to the Chief
Administrative Officer and Director
of Corporate Services/Treasurer.





Report 2025-079

Information Report to Council

To: Warden and Members of County Council

From: Kevin Farrell, Chief Administrative Officer

Prepared by: Marc Goudie, Paramedic Chief/Director Emergency and Transportation Services

Date of meeting: October 15, 2025

Re: **Emergency and Transportation Services – 2026 Legislated Response Time Performance Plan**

Recommendation

Be it Resolved That the Council of the County of Frontenac receive the Emergency and Transportation Services – 2026 Legislated Response Time Performance Plan report for information;

And Further That Council direct the Clerk to introduce a by-law later in the meeting adopting the 2026 Response Time Performance Plan.

Background

Land ambulance service operators are required to set a Response Time Performance Plan (RTPP) for the following calendar year and submit to the Ministry of Health no later than October 31st of each year.

In February 2025, Kingston Central Ambulance Communication Centre went live with the Medical Priority Dispatch System (MPDS), a new tool for 911 call triaging, decision support, and dispatching. In preparation for its implementation, Council was advised that Frontenac Paramedics should align the RTPP for low-acuity calls (Orange, Yellow, or Green) with MPDS. As such, CTAS 3, 4, and 5 response times were adjusted to 60, 120, and 240 minutes respectively.

Comment

Current 2025 response time performance plan and actual year to date performance, from January to end of September is presented below:

CTAS	% Target	Target Response Time ¹	% Actual Performance
SCA ²	48% ³	6 minutes ⁵	33.6% ⁶
1	70% ⁴	8 minutes ⁵	64.4%
2	75%	10 minutes	67.2%
3	75%	60 minutes	98.9%
4	75%	120 minutes	99.8%
5	75%	240 Minutes	99.8%

1. Designated Delivery Agent will endeavour to have an ambulance crew arrive on scene, under the stated target response time.
2. Sudden Cardiac Arrest (SCA).
3. The percentage of times that a person is 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. Data quality issue being investigated with Ministry of Health.

Recommendations

It is recommended that Council direct staff to maintain the current RTPP and reevaluate once a full year's worth of data has been generated and analyzed.

Recommended 2026 RTPP

CTAS	Response Time	% Target
SCA	6 minutes	48%
1	8 minutes	70%
2	10 minutes	75%
3	60 minutes	75%
4	120 minutes	75%
5	240 minutes	75%

Financial Implications

None at this time.

Organizations, Departments and Individuals Consulted and/or Affected

Dean Popov, Deputy Chief of Operations, Frontenac Paramedics

Jennifer Perry, Performance Standards Assistant, Frontenac Paramedics



Report 2025-080

Council Recommend Report

To: Warden and Members of County Council
From: Kevin Farrell, Chief Administrative Officer
Prepared by: Richard Allen, Manager of Economic Development
Date of meeting: October 15, 2025
Re: **Planning and Economic Development – K&P Trail – Establish Dedicated Reserve**

Recommendation

Be It Resolved That the Council of the County of Frontenac authorize staff to establish a dedicated K&P Trail reserve fund;

And Further That Council allocates \$350,000 from the strategic reserve to the K&P Trail reserve;

And Further That any surplus from the K&P trail operating budget in each year be directed to the K&P Trail reserve.

Background

The K&P Trail has been a strategic economic development project in Frontenac County for more than 15 years. To date, 78 kilometres of the former rail corridor have been rehabilitated into a high-quality, multi-use recreational trail. In 2018, County Council established a vision for the K&P Trail rehabilitation project which laid out the following five goals:

1. Spine Route

The Frontenac K&P Trail is a primary off-road trail and forms part of the spine network identified in the Frontenac Regional Active Transportation Plan. County trail responsibility will extend from the Frontenac Islands to where the K&P Trail exits in North Frontenac into Lanark County. County Trail responsibility will be limited to the development of a North / South “spine” to connect Frontenac communities.

2. Quality of Build

The K&P Trail is built to the Ministry of Transportation trail standard ensuring a high-quality, accessible experience for walking, cycling, and motorized off-road use.

3. Trailheads

The County will develop four trail access points or “Trailheads”. One in each Frontenac Township. Each Trailhead will have a maximum investment of \$100,000 from the County to develop. Host municipalities will be active participants in the site selection, design and construction process and may choose to invest funds above the County contribution to maximize their community benefit.

4. Signature Destination

The K&P Trail will be a recognized trail across Ontario with appropriate wayfinding signage, maps, and branding to support ongoing marketing efforts to attract new visitors to the K&P Trail experience.

5. Partnership and Recognition

The County will participate in regional partnerships to ensure the K&P Trail is included in regional and provincial networks.

These goals were again outlined in the K&P Trail Management Plan, approved in 2021.

Current Funding Mechanism

Since 2009, the County has relied on use of the Canada Community Building Fund (CCBF) (previously known as the gas tax) to fund trail rehabilitation projects, often serving as the primary capital “match” to external grants.

The County receives an annual CCBF allocation. As per Council direction in 2016, these funds flow directly to the County’s member municipalities each year for use on capital projects led by the Townships.

In September 2025, as directed by County Council, a funding application was submitted to the Rural Ontario Development Program for \$150,000 to support the rehabilitation of the K&P Trail between Snow Road Station and Wilbur – representing a 35% contribution to a project budgeted at \$500,000. Currently there is \$359,034 remaining in the Canada Community Building Fund (C.C.B.F) that is allocated to K&P Trail development. This project, with estimated County portion of \$335,000, will deplete most of the balance of this funding.

Future Funding Needs

Bridge Capital Repairs and Replacements

Every two years the County completes assessments of its bridge structures and large culverts on the K&P Trail as required by provincial legislation. The most recent assessment was completed in 2024 where 12 structures were evaluated.

The table below shows a list of structures along with the anticipated future costs over the next five years based on that assessment.

Bridge Name	Site ID	Recommended Capital Work	Estimated Capital Cost	Planned Year
Millhaven Creek	CF1	No Capital Works	—	—
Hardwood Creek	CF2	No Capital Works	—	—
White Creek	CF3	No Capital Works	—	—
Elbow Creek	CF4	No Capital Works	—	—
Fish Creek	CF5	Masonry Pointing	\$72,000	2026
Bolton Creek Downstream Bridge	CF85.2	Replace	\$1,056,000	2027
Bolton Creek Middle Bridge	CF85.5	No Capital Works	—	—
Bolton Creek Upstream Bridge	CF86.05	New Deck	\$132,000	2028
Black Creek at Robertsville	CF92.3	Replace Deck, Abutment Repair	\$175,000	2028
Black Creek Bridge South (Mississippi Station)	CF94.7	Replace Deck, Superstructure Replacement, Abut Repair	\$361,000	2029
Black Creek Bridge North (Mississippi Station)	CF95.0	Misc Concrete Repairs, New Deck	\$158,000	2028
Cranberry Creek Bridge	CF100.0	Misc Concrete Repairs, Railings	\$36,000	2027

It should be noted that in 2025, the County was able to realize savings on the deck replacements for the three Black Creek Bridges. The County purchased the materials, and the Frontenac ATV Club provided volunteer labour to replace each of the decks.

In addition, the County was able to replace the Antoine Creek Bridge using its allocation from the Ontario Community Infrastructure Fund (OCIF). This program can only be used for bridge projects. The County receives the minimum OCIF allocation each year,

(increased from \$100,000 to \$125,000 in 2026), which is insufficient to cover the identified capital needs.

Any opportunities to collaborate with partners to secure funds and realize savings on bridge projects will be pursued.

Trailhead Development

In the K&P Trail Management Plan, it was outlined that the County would develop four trail access points or “Trailheads”. One in each Frontenac Township. Each trailhead would have a maximum investment of \$100,000 from the County to develop. Host municipalities would be active participants in the site selection, design and construction process and may choose to invest funds above the County contribution to maximize their community benefit.

Emergency Repairs

Emergency trail repairs are occasionally required when sections of the K&P Trail experience infrastructure failures, washouts, or erosion resulting from severe weather events. These issues can compromise user safety, restrict access, and lead to higher long-term restoration costs if not addressed promptly.

In 2025, costs associated with surface maintenance and spot repairs were approximately three times higher than in 2024, largely due to an unusually wet spring season that caused significant softening and rutting across multiple segments of the trail. While no major structural repairs were required, the risk of such events—such as culvert failures, slope instability, or bridge approach washouts—was elevated throughout the year.

A dedicated reserve fund would provide the County with the financial flexibility to respond quickly to these unanticipated conditions, minimizing trail closures and ensuring user safety. Establishing this fund would also help avoid unplanned budget reallocations or delays in scheduled capital projects, maintaining continuity in trail operations and public confidence in the County’s management of the asset.

Over time, as the trail network continues to age and experience increased year-round use, the likelihood of localized failures will grow. Setting aside annual contributions to a reserve would create a proactive approach to risk management—supporting both operational resilience and fiscal responsibility.

Amenities and Destination Development

As the K&P Trail continues its journey towards Market Readiness as part of the [Eastern Ontario Rail Trail Loop](#), Council may consider making additional investments in support of trail accessibility, parking, drinking water or washroom facilities as recommended in the [Market Readiness Assessment](#) for the project. In addition, signage must be updated from time to time.

A dedicated reserve ensures that funds are available for use with partners or grants when an opportunity to pursue trail destination development efforts emerges.

Strategic Project Reserves

The strategic project reserve has been used for regional projects identified by Council. Currently there is \$397,023 unallocated to any specific projects. This amount could be allocated to any project which Council deems to be a strategic initiative.

Recommendation

Staff are recommending that Council establish a dedicated K&P Trail Reserve and transfer \$350,000 from the existing strategic reserve and use this fund to ensure predictable, stable budget expectations for long term project planning, and be able to leverage provincial/federal funding programs, while avoiding a fluctuating annual budget.

This dedicated K&P Trail reserve could be used for the following:

- Trailhead funding
- Bridge Capital Projects
- Emergency Repairs
- Development of Trail Amenities
- Grant Fund matching
- Other Partnership Opportunities

Alignment with Priorities

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

Financial Implications

If the project to complete trail rehabilitation between Snow Road Station and Wilbur proceeds in 2026, the County expects to use approximately \$335,000 of the \$359,034 CCBF allocation, essentially depleting this funding pool and making it inaccessible for future projects.

In the next 5 years, significant capital expenses are anticipated for bridge repairs and structural replacements along the K&P Trail. In addition, it is reasonable to expect that development of trailheads in Central and North Frontenac may be undertaken, potentially costing up to \$100,000 each. While the County's annual OCIF allocation can support a portion of these projects, the infrastructure deficit will remain.

Emergency trail repairs are sometimes required when faced with infrastructure failures or washouts. In 2025, costs associated with surface repairs were three (3) times the

costs recorded in 2024, due to a very rainy spring season. While major repairs were not required, the risk of such a repair was very high.

Finally, from time to time there may be partnership opportunities that arise in service of destination development and trail operations, and it is prudent to have funds available for use, upon Council's review of the opportunity and authorization for use of the reserve funds.

Organizations, Departments, and Individuals Consulted and/or Affected

Phil Piassetzki, Acting Treasurer
Joe Gallivan, Director of Planning and Economic Development
Jannette Amini, Manager of Legislative Services/Clerk



Report 2025-078

Information Report to Council

To: Warden and Members of County Council

From: Kevin Farrell, Chief Administrative Officer

Prepared by: Marc Goudie, Paramedic Chief/Director Emergency and Transportation Services

Date of meeting: October 15, 2025

Re: **Emergency and Transportation Services – Information Report on MOH Certification**

Recommendation

This report is for information purposes only.

Background

Frontenac Paramedics is required to maintain a license to operate a land ambulance service. To maintain our license, Frontenac Paramedics must pass a Ministry of Health Service Review every three (3) years. Inspectors evaluate the following components of the Paramedic Service: Administration, Policies and Procedures, Quality Assurance Program, Employee Qualifications, Documentation, Patient Care, Equipment and Supplies, Vehicles, and Bases.

In April 2025, Ministry of Health Inspectors conducted their review of our service over two days. In September, we were provided notice that Frontenac Paramedics was successful in meeting the legislated requirements for certification and an updated license was issued through to September 25, 2028.

Comment

Frontenac Paramedics have been provided with a preliminary summary report with inspection findings. We have 30 days to respond back to the Ministry of Health with comments prior to the report being finalized.

There were two observations of note that Council should be aware of:

- 1. Not all ambulances were stored in a protected environment from heat or cold.** The Ministry of Health requires that all ambulances and emergency response units are stored in a protected environment. At our Woodbine Station, where there are three ambulances stationed, there is only room for 1 ambulance to be stored in the garage. The other two ambulances remain parked outside, exposed to the elements. When the new station at Tylor Kidd and Demers is completed, this will help get more ambulances stored in a station; however, as the service continues to grow and add resources, additional investments in bases and infrastructure will need to be considered.
- 2. Frontenac Paramedics did not meet established Response Time Performance Plan targets in 2023 and 2024.** Land ambulance service operators are required to set a Response Time Performance Plan (RTPP) for each year. Frontenac Paramedics were not able to meet these targets in 2023 and 2024. In October 2024, Council approved changing Frontenac Paramedics' RTPP for 2025 as a new dispatching system was being implemented. With the addition of more Paramedic resources, continued investments in Frontenac Paramedics, a new dispatching system, and new RTPP targets, Frontenac Paramedics may achieve higher compliance with RTPP targets than in previous years.

Financial Implications

There are no financial implications associated with this report.

Organizations, Departments and Individuals Consulted and/or affected.

Dean Popov, Deputy Chief of Operations, Frontenac Paramedics

Jeremie Hurtubise, Deputy Chief of Performance Standards, Frontenac Paramedics



Committee Report

To: Warden and Council Members of the County of Frontenac
From: Jannette Amini, Manager of Legislative Services/Clerk
Date of meeting: October 15, 2025

Re: Planning and Economic Development Advisory Committee – Report to Council

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

1. **2025-077**

Frontenac County Official Plan Update

Be It Resolved That the County Council endorse the work plan to update the existing County Official Plan, which will commence in the Fall of 2025;

And Further That the changes to the Plan take place through a series of amendments rather than a complete replacement of the Plan;

And Further That the updates to the Plan be done so that the existing approach of the Plan be continued, including the following parameters:

1. That the updates be prepared for a 'high level' planning document using a regional planning perspective, recognizing that detailed planning policies are in place with the four Township Official Plans;
2. That the Official Plan continue to use a watershed-based approach and act as a guide for dealing with cross-boundary and cross-jurisdictional planning issues; and
3. That the Official Plan be consistent with the Provincial Planning Statement (2024) while offering a solutions-oriented planning approach to deal with land use planning issues that are common in the Frontenac region.

And Further That Council authorize staff to draw up to a maximum of \$6,000 from the Sustainability Reserve towards the preparation of the Official Plan update for any costs related to meetings and public consultation.



FRONTENAC

**Minutes of the Planning and Economic Development Advisory Committee
Meeting
September 25, 2025**

[Note: Minutes are not Verbatim, please refer to full video at
<https://youtube.com/live/yGVNu016Ysw?feature=share>**]**

A meeting of the Planning and Economic Development Advisory Committee was held in the Council Chamber at the County Administrative Office, 2069 Battersea Road, Glenburnie on Thursday, September 25, 2025 and was called to order at 10:00 AM

Present:

Councillor Judy Greenwood-Speers, Chair
Councillor Ron Vandewal, Vice Chair
Councillor Fred Fowler
Councillor Fran Smith
Phil Leonard
Leona Fleischmann

Present Virtually:

Mike Hage

Regrets:

Jim McIntosh

Staff Present:

Jannette Amini, Manager of Legislative Services/Clerk
Sonya Bolton, Manager of Community Planning
Kevin Farrell, Chief Administrative Officer
Joe Gallivan, Director of Planning and Economic Development
Richard Allen, Manager of Economic Development
Debbi Miller, Community Development Officer

1. 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.

2. Adoption of the Agenda

Moved By: Councillor Smith
Seconded By: Councillor Fowler

That the agenda for the September 25, 2025 meeting of the Planning and Economic Development Advisory Committee be adopted.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

There were none.

4. Adoption of Minutes

a) Minutes of Meeting held June 5, 2025

Moved By: Ms. Fleischmann
Seconded By: Councillor Fowler

That the minutes of the Planning and Economic Development Advisory Committee meeting held June 5, 2025 be adopted.

Carried

5. Deputations and/or Presentations

6. Briefings

a) Mr. Joe Gallivan, Director of Planning and Economic Development provided the Planning Advisory Committee with the planning briefing

Regarding the annual Business Awards, Ms. Miller confirmed that these are now being held separately from the Business Retreat and that these are now separated into 2 separate events. The location for the Business Awards has not yet been determined.

To questions raised, Mr. Gallivan confirmed that the Community Planning Permit system will speed up the development process.

7. Reports to the Planning Advisory Committee

a) 2025-077 Planning and Economic Development Frontenac County Official Plan Update

Moved By: Councillor Smith

Seconded By: Ms. Fleischmann

Be It Resolved That the County Council endorse the work plan to update the existing County Official Plan, which will commence in the Fall of 2025;

And Further That the changes to the Plan take place through a series of amendments rather than a complete replacement of the Plan;

And Further That the updates to the Plan be done so that the existing approach of the Plan be continued, including the following parameters:

1. That the updates be prepared for a 'high level' planning document using a regional planning perspective, recognizing that detailed planning policies are in place with the four Township Official Plans;
2. That the Official Plan continue to use a watershed-based approach and act as a guide for dealing with cross-boundary and cross-jurisdictional planning issues; and
3. That the Official Plan be consistent with the Provincial Planning Statement (2024) while offering a solutions-oriented planning approach to deal with land use planning issues that are common in the Frontenac region.

And Further That Council authorize staff to draw up to a maximum of \$6,000 from the Sustainability Reserve towards the preparation of the Official Plan update for any costs related to meetings and public consultation.

Carried

To questions raised, Mr. Gallivan advised that these amendments will have no impact on the new Township of South Frontenac Official Plan. This is a high-level document that will look at regional issues, including updated mapping and a Natural Heritage Study. Staff will also begin updating the Employment and Population studies, but the tone of the Official Plan will not change. In addition to questions regarding how the Province looks at development outside of the GTA, Mr. Gallivan noted that because the County's updated Official Plan will just be a series of amendments, and not the adoption of a new Plan, the Province will not be approving this but simply reviewing these amendments and he suspects there will be little involvement by the Minister.

b) **Staff Briefing:** Sonya Bolton, Manager of Community Planning, took the Committee through the 2026-2030 Business Plan for Planning Services

Councillor Greenwood-Speers exited the meeting at 10:39 a.m.

To the question of if an Archaeological Master Plan will cover everything and override the need for an Indigenous Study, Ms. Bolton could not provide a clear answer however suspects this might be site specific. This will be a discussion with First Nations to find out when they want to be involved.

Ms. Bolton responded to questions around approval authority, at the staff level, Committee of Adjustment level and Council level, noting that each Township may have its own processes. She noted that many times, developers will adjust their applications to ensure they go through the staff approval process as this expedites the process.

- c) **Staff Briefing:** Richard Allen, Manager of Economic Development, took the Committee through the 2026-2030 Business Plan for Economic Development

To questions around if tourism is returning to normal, Mr. Hage felt that it was better than last year but not the way we want it to be and there are still gaps, with people losing their jobs, although American tourism remains. He would like to see a focus on international travellers outside of the US. These are new markets that we need to be focused on in the mid to long term. Mr. Allen confirmed that the County is trying to diversify who we market to.

There was a discussion around the term “accommodation tax” and whether this should be reworded as people dislike tax in general. Mr. Allen noted that the conversations his team is having really focus on how do we support and fund tourism and this is pursuing and opportunity to fund tourism. Mr. Hage noted that from an operator perspective, once an invoice is issued to a guest, they need to know what they are paying for. The use of term “accommodation tax” is internation and guests accept it. To change the wording would be more confusing. He also noted that this is not paid by the local community or business, it is being paid by the visiting guest.

To questions on opportunities to promote local services or consumer facing connection building, Mr. Allen noted that the County does have a Business Directory, but we are trying to make things easy for businesses and giving them a greater reach.

- d) **Staff Briefing:** Richard Allen, Manager of Economic Development, took the Committee through the 2026-2030 Business Plan for the Frontenac K&P Trail

8. Communications

9. Other Business

10. Next Meeting

- a) The next meeting of the Planning and Economic Development Advisory Committee is schedule for Thursday, October 23, 2025 at 10:00 a.m. at the County Administrative Building.

11. Adjournment

Moved By: Ms. Fleischmann

Seconded By: Councillor Smith

That the meeting hereby adjourn at 11:50 a.m.

Carried

By-Law No. 2025-036

of

The Corporation of the County of Frontenac

being a by-law to adopt a 2026 Legislated Land Ambulance Response Time Performance Plan

Whereas Section 5 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, gives Council the authority to exercise the powers of the municipal corporation and requires that the powers of every Council are to be exercised by by-law;

And Whereas on July 31, 2008 changes were made to the *Ambulance Act, Ontario Regulation 267/08, amending O. Reg. 257/00* with the heading "Section 22: Part VIII, Response Time Performance Plans, Sections 22 and 23";

And Whereas the County is to submit its Response Time Performance Plan to the Ministry of Health and Long-Term Care (MOHLTC), Emergency Health Services Branch Director no later than October 1 of each year (Section 23 (5)) including performance targets for sudden cardiac arrest, CTAS 1, 2, 3, 4, 5, where CTAS is the Canadian Triage and Acuity Scale, a priority setting scale to describe the severity of a patient's condition;

And Whereas by March 31 of each year the same table with the actual times achieved in the year previous will be reported to the MOHLTC;

Now Therefore Be It Resolved That the Council of the County of Frontenac hereby enacts the following land ambulance response time performance plan for the calendar year of 2026, from January 1 to December 31:

1. **That** the County of Frontenac set the following criteria under Regulation 257/00, as amended, for its response time targets for the calendar year of **2026**, from January 1 to December 31,
- 2.

CTAS	Response Time	% Target
SCA	6 minutes	48%
1	8 minutes	70%
2	10 minutes	75%
3	60 minutes	75%
4	120 minutes	75%
5	240 minutes	75%

3. **That** this by-law shall take effect on the date of its final passing.

Read a first and second time this 15th day of October, 2025.

Read a third time, finally passed, signed and sealed the 15th day of October, 2025.

The Corporation of the County of Frontenac

Gerry Lichty, Warden

Jannette Amini, Clerk

By-Law No. 2025-037

of

The Corporation of the County OF Frontenac

being a by-law to confirm all actions and proceedings of County Council on
October 15, 2025

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 October 15, 2025, 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 October 15, 2025, 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 October 15, 2025, 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 15th day of October 2025

Read a Third Time and Finally Passed, Signed and Sealed this 15th day of October 2025.

The Corporation of the County of Frontenac

Gerry Lichty, Warden

Jannette Amini, Clerk