TO: Mayor and Members of Council
FROM: Bert Meunier, Chief Administrative Officer
PREPARED BY: same
DATE OF MEETING: 2004-08-17
SUBJECT: Primary Emergency Operation Centre (EOC)

RECOMMENDATION TO COUNCIL:

That Council confirm the existing 500 O’Connor Drive site for the primary Emergency Operations Centre.

ORIGIN/PURPOSE:

The purpose of this report is to finalize a long term decision for the location of the primary EOC. On November 19, 2002, Council had approved the location of a new joint Police/Municipal Operations facility at 701 Division Street. At the time, we mentioned that we would use the 500 O’Connor Drive site as an intermediate term arrangement for the EOC while the new municipal Operations facility was being developed with the long term site being located at the new Division Street consolidated site.

OPTIONS/DISCUSSION:

Two alternatives for the primary site are being considered: making the O’Connor Drive site the permanent primary site, or as planned, building a new one at the new Operations Centre over the next few years.

Two main considerations have been reviewed to assess the merit of each location, a financial analysis and an assessment of the emergency management requirement for site location.
A) Financial Analysis

The following base data has been provided by the Commissioner of Operations and is used to compare the two alternatives:

<table>
<thead>
<tr>
<th></th>
<th>500 O'Connor Drive</th>
<th>Division Street Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Square feet</td>
<td>14,615</td>
<td>18,540</td>
</tr>
<tr>
<td>2002 Market value</td>
<td>$1,000,000</td>
<td>n/a</td>
</tr>
<tr>
<td>Replacement/construction value</td>
<td>$2,557,625</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Costs per sq. ft.</td>
<td>$175</td>
<td>$108</td>
</tr>
<tr>
<td>Annual capital contribution (2%)</td>
<td>$51,153</td>
<td>$40,000</td>
</tr>
<tr>
<td>Operation costs ($/sq. ft.)</td>
<td>$102,305</td>
<td>$129,780</td>
</tr>
<tr>
<td>Annual total costs</td>
<td>$153,458</td>
<td>$169,780</td>
</tr>
</tbody>
</table>

The Division Street alternative involves adding a second floor to the proposed building and would result in an area of 18,540 square feet. If we were to dispose of the O'Connor Drive building to move to the Division Street site, we would use a 2002 market value of $1,000,000 as revenue for that option. The marginal construction costs for the second floor at Division Street have been estimated at $2,000,000 compared to an estimate per square feet construction cost of $175 if we were to build a stand alone building. The annual capital and operation costs are calculated using 2% of the construction value and $7 per square feet respectively.

Based on the above, the following four financial scenarios were developed using a period of 25 years and a discount factor of 3%:

<table>
<thead>
<tr>
<th></th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td>O'Connor Drive with lost capital revenues</td>
<td>$3,336,425</td>
<td>$2,365,551</td>
<td>Division Street Campus</td>
<td>Division Street proportional</td>
</tr>
<tr>
<td>Division Street with no capital value</td>
<td></td>
<td></td>
<td>$3,516,156</td>
<td>$2,551,015</td>
</tr>
<tr>
<td>NPV, 25 years at 3%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The first two columns A and B calculate the NPV for O'Connor Drive using first a $1,000,000 value for the building and secondly without such a consideration. The last two columns C and D calculate a NPV for Division Street using the whole value of the second floor including the sale proceeds of O'Connor Drive and then the last column uses the same assumptions but assigns only a proportional value of the O'Connor Drive size for comparison.
Given that the City already owns the O'Connor Drive building and that we have at this time no specific use for a full second floor at Division Street, the NPV of columns B and C compared would favour keeping the primary EOC at the O'Connor Drive site. Existing investments for the O'Connor Drive site would also be realized and future relocation costs will not be required.

**B) Emergency Management Analysis**

The Commissioner of Community Services and the Community Emergency Management Coordinator have provided the following arguments in favour of remaining at the existing site:

1. Senior Police, Fire & Rescue, and City officials are recommending that essential emergency services and systems not be located on one campus site in the event that the site becomes inoperable and/or must be evacuated.
2. The City of Kingston's 911 and the Police & Fire & Rescue Radio committees respectively have also identified that the primary and back up communication systems should not be located in the same building or on the same site. This view is fully shared by the professional communications consultants assisting the City of Kingston with the procurement of new CAD, radio and enhanced 911 systems.
3. The interim KFR Headquarters and primary Emergency Operations Centre at 500 O'Connor Drive are on separate grids and services from the Division Street campus and can be equipped as either the primary “hot” site or secondary “warm” back up site for critical communications systems (i.e. 911, Police & Fire & Rescue radio system) and personnel.
4. Initially when the notion of relocating the Police and Operations centre to the Division Street site was contemplated, there was some sense that there may be some synergies in co-locating Fire & Rescue administration on the same site as Police -- common communications area, emergency operations centre and other common space (i.e. cafeteria, gymnasium, etc). At first blush this would seem simplistically obvious. However, through an emergency management lens, these perceived compatibilities are in fact liabilities.
5. The O'Connor Drive Fire & Rescue administration and EOC facility has been designed with an added feature in mind. In the event of an emergency requiring the use of the O'Connor Drive building as the EOC, Fire & Rescue administration personnel can vacate the building in favour of Municipal Control Group (MCG) personnel, Police, media, etc. Fire & Rescue administration staff is able to relocate into the fire halls quite readily, freeing up the O'Connor Drive building for a potentially extended period of time without jeopardizing Fire & Rescue administration and emergency management operations. This is an exceptional feature of our emergency preparedness plan.

In conclusion, the contemporized views on emergency management would militate in favour of providing redundancy and separate site location for telecommunication and for Fire & Rescue and Police.

Once the primary location decision has been made the following secondary sites will be considered:

- Woodbine Fire station,
- Glenburnie Fire station, and
- The new Police Services building.
EXISTING POLICY/BY-LAW:

n/a

LINK TO STRATEGIC PLAN:

Part of the Getting our House in Order priority is to ensure that organizationally we are prepared to face any emergency eventuality. A good emergency plan and state of readiness is a high priority for the organization.

FINANCIAL CONSIDERATIONS:

If the recommendation is approved, no new financial considerations are required at this time. If we were to move to the Division Street campus, the required future capital budget for the Division Street Campus project would have to be increased.

CONTACTS:

B. Meunier CAO, ext. 1214

DEPARTMENTS/OThERS CONSULTED AND AFFECTED:

Executive Management Team
Community Emergency Management Coordinator

NOTICE PROVISIONS:

n/a

APPENDICES:

Bert Meunier
Chief Administrative Officer
TO: Bert Meunier, Chief Administrative Officer
FROM: Denis Leger, Commissioner of Corporate Services
PREPARED BY: Pat Carrol, Manager of Taxation and Revenue
DATE OF MEETING: 2004-08-17
SUBJECT: 2004 Capped Property Classes’ Final Billing

RECOMMENDATION TO COUNCIL:
That a by-law be presented, given three readings and passed, in order to establish the tax decrease limits for the 2004 tax capping program, in accordance with Part IX of the Municipal Act, 2001, S.O. 2001, c.25, as amended;

- and further -

That funding of the shortfall for the industrial property class, in the amount of $114,892, be deferred to the 2005 budget, unless at year end an excess in revenues over expenditures exists, at which time it will be charged to the 2004 operating budget.

ORIGIN/PURPOSE:
The Municipal Act, 2001 requires municipalities to pass a by-law each year establishing the tax decrease limits applicable to properties in the capped (commercial, industrial and multi-residential) property classes in order to fund the capping program. Council approved staff’s recommendation, in Report No. 04-134, dated May 11, 2004, that funding of the capping program come from within the class, and that any shortfall in recovering amounts to fund the cap would be identified in a separate report to be presented to council once the capping calculations have been finalized.
OPTIONS/DISCUSSION:

The capping program, which is found in Part IX of the Municipal Act, 2001 (Limitation on Taxes for Certain Property Classes), provides a mandatory relief program limiting tax increases to 5% plus municipal levy increases for commercial, industrial and multi-residential properties experiencing tax increases resulting from assessment reforms.

Financing of the tax caps can be recovered from internal revenues (i.e. reserve funds), the general levy, by withholding decreases, or a combination thereof. Council endorsed the policy and approved that funding be through the withholding of decreases within classes. The percentages by which tax decreases are limited may be different for each class because of the self-funding feature of the program. The 2004 decrease limits presented in the attached draft by-law are as follows. 2003 limits are provided for comparative purposes.

<table>
<thead>
<tr>
<th>Property Class</th>
<th>2003 Limits</th>
<th>2004 Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multi-Residential</td>
<td>0.0000%</td>
<td>39.4508%</td>
</tr>
<tr>
<td>Commercial</td>
<td>25.2282%</td>
<td>6.8865%</td>
</tr>
<tr>
<td>Industrial</td>
<td>73.6464%</td>
<td>0.0000%</td>
</tr>
</tbody>
</table>

The decrease limit is the percentage of the assessment related tax decrease the taxpayer is allowed to keep. An assessment related tax decrease occurs when the Current Value Assessment (CVA) tax is less than the previous year's capped tax. For example, a commercial property having an assessment related tax decrease in 2003 of $1,000 would keep $252 ($1,000 x 25.2282%) and $748 would be clawed back. In 2004, assuming no change in assessment, the assessment related decrease would be the remaining $748 from 2003, resulting in a decrease of $52 ($748 x 6.8865%), leaving $696 being clawed back and carried forward as starting for 2005 (capped tax).

It should be noted that the decrease limits for all property classes are less than 2003. One significant factor causing low decrease limits is the reassessment that was completed for the 2004 tax year. The number of industrial and multi-residential properties requiring capping grew in 2004 over 2003, resulting in lower decrease percentages and fewer properties experiencing decreases.

A. Commercial Property Class:

The 2004 reassessment resulted in the commercial property class increasing approximately 6.5% and an additional 27 properties requiring capping protection compared to 2003. Decreasing properties, which are the properties funding the caps, had 34 fewer properties to share the burden and required a 93% clawback of decreases. In addition, these properties realized none of the decrease and wound up paying $560K more than in 2003 after applying the 2004 municipal budget increase.
### 2004 Commercial Property Class - Capped Taxes Results

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase</td>
<td>731</td>
<td>540,729,756</td>
<td>17,342,144</td>
<td>22,478,621</td>
<td>18,718,097</td>
</tr>
<tr>
<td>Decrease</td>
<td>1,060</td>
<td>512,463,960</td>
<td>25,221,109</td>
<td>22,021,185</td>
<td>25,781,689</td>
</tr>
<tr>
<td>Total Capped</td>
<td>1,791</td>
<td>1,053,193,446</td>
<td>42,543,253</td>
<td>44,499,786</td>
<td>44,499,786</td>
</tr>
<tr>
<td>New to Class</td>
<td>15</td>
<td>12,308,998</td>
<td>0</td>
<td>477,412</td>
<td>477,412</td>
</tr>
<tr>
<td>Grand Total</td>
<td>1,806</td>
<td>1,065,502,444</td>
<td>42,563,252</td>
<td>44,977,198</td>
<td>44,977,198</td>
</tr>
</tbody>
</table>

### 2003 Commercial Property Class - Capped Taxes Results

<table>
<thead>
<tr>
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<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase</td>
<td>704</td>
<td>466,996,558</td>
<td>14,773,041</td>
<td>19,444,473</td>
<td>15,632,864</td>
</tr>
<tr>
<td>Decrease</td>
<td>1,094</td>
<td>520,895,464</td>
<td>27,352,323</td>
<td>22,089,296</td>
<td>26,404,505</td>
</tr>
<tr>
<td>Total Capped</td>
<td>1,798</td>
<td>987,892,022</td>
<td>42,125,364</td>
<td>42,037,369</td>
<td>42,037,369</td>
</tr>
<tr>
<td>New to Class</td>
<td>7</td>
<td>1,031,760</td>
<td>0</td>
<td>36,000</td>
<td>36,000</td>
</tr>
<tr>
<td>Grand Total</td>
<td>1,805</td>
<td>988,923,782</td>
<td>42,125,364</td>
<td>42,073,369</td>
<td>42,073,369</td>
</tr>
</tbody>
</table>

### B. Industrial Property Class:

Reassessment decreased the industrial property class by approximately 7%. Significant assessment reductions in a few large industrial properties caused the assessment shift; however, the number of properties requiring capping protection increased by 45. In 2003, these 45 properties were in the decreasing property category. The remaining decreasing properties had insufficient decreases to fund the capping required, resulting in a shortfall of $114,892.

Funding of the shortfall of $114,892 is in the recommendations above.

### 2004 Industrial Property Class - Capped Taxes Results

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase</td>
<td>142</td>
<td>72,342,114</td>
<td>4,278,662</td>
<td>4,903,727</td>
<td>4,489,888</td>
</tr>
<tr>
<td>Decrease</td>
<td>42</td>
<td>29,262,415</td>
<td>2,178,411</td>
<td>1,821,653</td>
<td>2,220,599</td>
</tr>
<tr>
<td>Total Capped</td>
<td>184</td>
<td>101,604,529</td>
<td>6,457,273</td>
<td>6,825,380</td>
<td>6,710,488</td>
</tr>
<tr>
<td>New to Class</td>
<td>2</td>
<td>489,350</td>
<td>0</td>
<td>35,836</td>
<td>35,836</td>
</tr>
<tr>
<td>Grand Total</td>
<td>186</td>
<td>102,093,879</td>
<td>6,457,273</td>
<td>6,861,216</td>
<td>6,746,324</td>
</tr>
</tbody>
</table>

### 2003 Industrial Property Class - Capped Taxes Results

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase</td>
<td>97</td>
<td>27,174,025</td>
<td>1,386,829</td>
<td>1,718,248</td>
<td>1,481,670</td>
</tr>
<tr>
<td>Decrease</td>
<td>91</td>
<td>81,817,250</td>
<td>5,967,051</td>
<td>5,224,017</td>
<td>5,460,595</td>
</tr>
<tr>
<td>Total Capped</td>
<td>188</td>
<td>108,991,275</td>
<td>7,353,881</td>
<td>6,942,265</td>
<td>6,942,265</td>
</tr>
<tr>
<td>New to Class</td>
<td>3</td>
<td>507,375</td>
<td>0</td>
<td>21,639</td>
<td>21,639</td>
</tr>
<tr>
<td>Grand Total</td>
<td>191</td>
<td>109,498,650</td>
<td>7,353,881</td>
<td>6,963,904</td>
<td>6,963,904</td>
</tr>
</tbody>
</table>
C. Multi-Residential Property Class:

The multi-residential property class increased approximately 2.1% due to the 2004 reassessment. This small change to the class, together with a number of settled 2003 assessment appeals (reductions), has resulted in 70 fewer properties requiring capping protection in 2004. The flip side is that an additional 70 properties are available to contribute to the clawback, thus providing sufficient funding for increasing properties as well as achieving almost 40% of the tax decrease available.

<table>
<thead>
<tr>
<th>2004 Multi-Residential Property Class - Capped Taxes Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>-----------------</td>
</tr>
<tr>
<td>Increase</td>
</tr>
<tr>
<td>Decrease</td>
</tr>
<tr>
<td>Total Capped</td>
</tr>
<tr>
<td>New to Class</td>
</tr>
<tr>
<td>Grand Total</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2003 Multi-Residential Property Class - Capped Taxes Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>-----------------</td>
</tr>
<tr>
<td>Increase</td>
</tr>
<tr>
<td>Decrease</td>
</tr>
<tr>
<td>Total Capped</td>
</tr>
<tr>
<td>New to Class</td>
</tr>
<tr>
<td>Grand Total</td>
</tr>
</tbody>
</table>

Summary:

The capping program will continue until all properties reach their full CVA tax. This eventuality will take considerable time as each time a reassessment occurs additional properties may require protection from assessment increases. The following table provides further information with respect to properties receiving capping protection. It is noted that properties having a tax level of 30% would require 7 years to reach CVA tax.

<table>
<thead>
<tr>
<th>Property Class</th>
<th># of Increasing Properties</th>
<th>Tax level range</th>
<th>Average Tax level</th>
<th># of Properties with Tax level &lt; 70% of CVA</th>
<th>2004 Cap Adjustment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multi-residential</td>
<td>62 (70 @CVA)</td>
<td>54.1% - 99.9%</td>
<td>95.2%</td>
<td>3</td>
<td>$ ( 101,490)</td>
</tr>
<tr>
<td>Commercial</td>
<td>583 (148 @CVA)</td>
<td>10.7% - 99.9%</td>
<td>83.3%</td>
<td>123</td>
<td>$ ( 1,962,230)</td>
</tr>
<tr>
<td>Industrial</td>
<td>127 (15 @CVA)</td>
<td>23.2% - 99.9%</td>
<td>91.6%</td>
<td>38</td>
<td>$ ( 139,832)</td>
</tr>
</tbody>
</table>
The Province of Ontario announced in its May 18 budget that it intended to introduce a number of changes with respect to property taxation reform:

- **Assessment cycle** – change the annual valuation date from June 30 to January 1st of the preceding year
- **2005 Reassessment** – no reassessment will occur for the 2005 taxation year; this will assist in the transition of the assessment cycle and stabilize the assessment base with respect to outstanding appeals
- **Tax Capping** – allow municipalities the choice of increasing cap to 10%; change of minimum cap calculation from annualized tax to CVA tax; allow threshold changes to full CVA when within $250
- **Assistance for Small Business** – allow use of graduated rates and optional tax classes
- **New Construction Program** – allows municipalities to set tax levels that are not less than 70%

It is anticipated that the province will be introducing legislation to implement these changes soon. Discussion of these reforms and policy decisions to be made by council with respect to proposed capping program changes will be presented in the 2005 Tax Policy report.

**LINK TO STRATEGIC PLAN:**

N/A

**EXISTING POLICY/BY-LAW:**

*Municipal Act, 2001, as amended*

**FINANCIAL CONSIDERATIONS:**

Capped property tax bills were issued together with non-capped bills on June 9, 2004, with a due date of June 30, 2004, as approved in the *2004 Final Tax Rate By-law*, passed in May 2004. The 2004 tax capping program for the commercial and multi-residential properties has been financed within their respective classes and does not require any financial consideration. The industrial property class incurred a capping shortfall of $114,892. The recommendation is to fund this shortfall from the 2005 budget, unless sufficient net revenue exists at year end to charge this to the 2004 budget. This approach will be monitored and reviewed with external auditors for accounting purposes.

No previous estimates had been provided to council with respect to a shortfall; however, council approved staff’s recommendation, in Report No. 04-134, dated May 11, 2004, that funding of the capping program come from within the class, and that any shortfall in recovering amounts to fund
the cap would be identified in a separate report to be presented to council once the capping calculations have been finalized.

CONTACTS:
Gerard Hunt  
Manager of Finance  
546-4291 Ext. 2205
Pat Carrol  
Manager of Taxation & Revenue  
546-4291 Ext. 2468

DEPARTMENTS/OTHERS CONSULTED AND AFFECTED:
N/A

NOTICE PROVISIONS:
N/A

APPENDICES:
Appendix “A”– *A Draft By-Law to Establish Tax Decrease Limits for 2004 to Recover all or Part of the Revenues Foregone as a Result of the Application of Capping Program*

Denis Leger  
Commissioner of Corporate Services

Bert Meunier  
Chief Administrative Officer
A BY-LAW TO ESTABLISH TAX DECREASE LIMITS FOR 2004 TO RECOVER ALL OR PART OF THE REVENUES FOREGONE AS A RESULT OF THE APPLICATION OF CAPPING PROGRAM

PASSED

WHEREAS Part IX of the Municipal Act, 2001, S.O. 2001, c.25, as amended, governs the limiting of tax increases on property in the commercial property class, the industrial property class and the multi-residential property class;

AND WHEREAS, Subsection 329 provides the determination of taxes for municipal school purposes, in the commercial property class, the industrial property class and the multi-residential property class;

AND WHEREAS, Subsection 329 provides the determination of maximum taxes to be levied on a property in the commercial property class, the industrial property class and the multi-residential property class;

AND WHEREAS, Subsection 330 (1) enables Council of this municipality to pass a by-law to establish a percentage by which tax decreases are limited for 2004 in respect to property in the commercial property class, the industrial property class and the multi-residential property class in order to recover all or part of the revenues foregone as a result of the application of subsection 329;

AND WHEREAS, Subsection 330 (2) of such statute provides that the application of the by-law shall apply to all properties in the property class whose taxes for municipal and school purposes for 2004, as determined under subsection 329 of such statute, exceed their taxes for municipal and school purposes for 2002, as determined in the statute;

AND WHEREAS, Subsection 330 (3) of such statute provides for the same percentage for all properties in a property class;

NOW THEREFORE the Council of the Corporation of the City of Kingston enacts as follows:

1. The percentages by which tax decreases are limited for the year 2004 shall be:

<table>
<thead>
<tr>
<th>Class</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multi-Residential</td>
<td>39.4506%</td>
</tr>
<tr>
<td>Commercial</td>
<td>6.8865%</td>
</tr>
<tr>
<td>Industrial</td>
<td>0.0000%</td>
</tr>
</tbody>
</table>
2. This By-Law shall come into force and take effect on the date of its passing.

GIVEN FIRST, SECOND AND THIRD READINGS AND PASSED

CITY CLERK

MAYOR
CITY OF KINGSTON
REPORT TO COUNCIL

TO: Bert Meunier, Chief Administrative Officer
FROM: Lance Thurston, Commissioner, Department of Community Services
PREPARED BY: Robin Etherington, Supervisor, Policy and Support Services
DATE OF MEETING: 2004-08-17
SUBJECT: Healthy Community Fund 2004 Recommendations

RECOMMENDATION TO COUNCIL:

WHEREAS in the 2004 Operating Budget, $330,000 was allocated to the Healthy Community Fund;

AND WHEREAS a call for proposals was made on June 2, 2004 and submissions received and reviewed;

AND WHEREAS the five review committees have reached consensus on the proposals and funding levels to be recommended in each of the categories;

THEREFORE BE IT RESOLVED that the recommended projects and funding contained in Appendix A of this Report 04-316 be accepted;

AND FURTHER THAT all organizations receiving funding enter into a contract with the City in a form satisfactory to Legal Services including details on the project activities funded, time frames, payment schedules, and reporting requirements.

ORIGIN/PURPOSE:
The purpose of this report is to provide Council with the recommendations from the review of submissions for the Healthy Community Fund 2004.

OPTIONS/DISCUSSION:
The purpose of the Healthy Community Fund, as stated in the application package is “to act as a catalyst to assist the community in working together to achieve the common goal of a healthy community as defined through the Kingston Community Strategic Plan.” The objectives are to “provide organizations and groups within the City of Kingston the financial resources to support projects to strengthen our community; encourage formal and informal partnerships among community sectors; encourage efficient/effective methods of delivering programs; and foster innovation and creativity in addressing the needs of the community.

A call for proposals in each of the five categories (Elders, Neighbourhoods, Youth, Culture and Volunteers) was made on June 2, 2004 with a deadline for receipt of proposals of June 30th, 2004. We received a total of 93 proposals requesting a total amount of $1,105,585.92.
Application review teams were:
Our Elders: Councillor Beavis, Barry Kaplan & Robin Etherington
Our Young People: Councillor Garrison, Lynda Breen, Tim Laprade & Robin Etherington
Our Culture: Councillor Patterson, Cliff Edwards, & Robin Etherington
Our Neighbourhoods: Councillor Downes, Bill Reason & Robin Etherington
Our Volunteers: Councillor Pater, John Cross & Robin Etherington

Review Process
Each member of the review committee assessed the applications independently and scored the applications based on the criteria set out in the application package. Scores were then tabulated and averaged. Each review committee then met to discuss the outcome and determine the projects that would be recommended for funding based both on their overall scores and the committee’s consensus on the merits of the project.

The thirty-five recommended projects are listed in Appendix ‘A’ totaling $329,999.60. Following Council’s approval, all applicants will be notified in writing of the results. Contracts will be drawn up in a form satisfactory to Legal Services with the organizations that outline the reporting requirements and the time frames. It is expected that projects will begin no earlier than September 1st, 2004 and should be completed by December 31, 2005.

The table below provides an overview of the demand and funding for this year.

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
<th># of apps Rec’d</th>
<th>Total Requested Funds</th>
<th># of apps Funded</th>
<th>Total Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elders</td>
<td>$25,000</td>
<td>6</td>
<td>$102,706.00</td>
<td>2</td>
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<tr>
<td>Volunteers</td>
<td>$30,000</td>
<td>14</td>
<td>$56,824.60</td>
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<td>$29,999.60</td>
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<tr>
<td>Youth</td>
<td>$145,000</td>
<td>36</td>
<td>$517,399.50</td>
<td>16</td>
<td>$145,000</td>
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<tr>
<td>Neighbourhoods</td>
<td>$20,000</td>
<td>10</td>
<td>$37,604.35</td>
<td>7</td>
<td>$20,000</td>
</tr>
<tr>
<td>Culture</td>
<td>$110,000</td>
<td>27</td>
<td>$391,051.47</td>
<td>13</td>
<td>$110,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$330,000</strong></td>
<td><strong>93</strong></td>
<td><strong>$1,105,585.92</strong></td>
<td><strong>47</strong></td>
<td><strong>$329,999.60</strong></td>
</tr>
</tbody>
</table>

EXISTING POLICY/BY-LAW:
There are no existing policies/by-laws concerning this subject, on record, to date.

LINK TO STRATEGIC PLAN:
The Healthy Community Fund directly links to the categories of Culture, Young People, Elders, Neighbourhoods, Volunteers, Quality of Life and Economic Prosperity. Grants to not-for-profit organizations to create or continue important community projects are an investment in the prosperity and well being of the community. For a relatively small investment of money and staff time, the community reaps a wide array of remarkable and long lasting social dividends.

FINANCIAL CONSIDERATIONS:
The recommended funding levels are within the $330,000 allocated for the Healthy Community Fund for 2004.

CONTACTS:
Robin Etherington, Supervisor, Policy & Support Services (546-4291 x1255)
DEPARTMENTS/OTHERS CONSULTED AND AFFECTED:
Cheryl Mastantuono, Manager, Policy & Support Services (546-4291 x 1253)
John Cross, Manager, Policy & Support Services (546-4291 x 1249)
Cliff Edwards, Manager, Grand Theatre (546-4465 x 307)
Lynda Breen, Supervisor, Program, Events and Aquatics (546-7998 x 1705)
Bill Reason, Assistant Leader, Program, Events and Aquatics (546-7998 x 1704)
Tim Laprade, Acting Curator, MacLachlan Woodworking Museum (542-0543)
Barry Kaplan, Accessibility Project Co-ordinator (546-4291 x 1385)
Ann Pappert, Manager, Cultural Services Division (546-4291 x 1341)
Barclay Mayhew, Manager, Properties Division (546-4291 x 1233)
Gerard Hunt, Manager of Finance (546-4291 x 2205)
Janet Jaynes, Legal Services Division (546-4291 x 1259)

NOTICE PROVISIONS:
No notice provisions.

APPENDICES:
Appendix 'A' – Recommended Healthy Community Fund Projects 2004

Lance Thurston
Commissioner, Department of Community Services

Bert Meunier
Chief Administrative Officer
<table>
<thead>
<tr>
<th>ORGANIZATION AND PROJECT SUMMARY</th>
<th>CATEGORY</th>
<th>FUNDING</th>
</tr>
</thead>
</table>
| Agnes Etherington Art Centre  
  • Digital Directions                                                                                   | Youth                             | $5,000   |
| Agnes Etherington Art Centre  
  • Agnes/Ant/Access                                                                                   | Culture                           | $12,000  |
| Alma Mater Society of Queen’s University  
  • Good Times Diner Mentorship Program                                                                    | Neighbourhoods                    | $4,500   |
| AWARE (Action of Women’s Addiction-Research & Education)  
  • SSTARS (Start thinking about Reducing Secondhand Smoke) Group for Moms                                | Youth                             | $5,000   |
| Boys and Girls Club of Kingston and Area  
  • Joe Chithalen Memorial Instrument Lending Library                                                     | Culture                           | $5,000   |
| Bridge House (Kingston) Incorporated  
  • Volunteer Program                                                                                   | Volunteers                        | $4,000   |
| Canadian Hearing Society  
  • Youth Signs (Phase 2)                                                                               | Youth                             | $10,000  |
| Canadian Mental Health Association  
  • De-Mystifying Creativity 8-week Art Program                                                            | Culture                           | $5,000   |
| Cataraqui Region Conservation Authority (CRCA)  
  • Lemoine Point Native Plant Nursery                                                                    | Neighbourhoods                    | $4,500   |
| Council On Aging (Frontenac & Kingston)  
  • Elder Abuse Peer Support Team                                                                       | Elders                            | $12,500  |
| Epilepsy Kingston & Area  
  • Epilepsy Kingston integration and support programme for seniors                                      | Elders                            | $12,500  |
| Epilepsy Kingston & Area  
  • Access, Awareness & Youth Project                                                                     | Youth                             | $8,000   |
| Food Sharing Project  
  • The Food Sharing Project                                                                            | Youth                             | $15,000  |
| Good Food Box Committee  
  • Good Food Box - volunteer orientation manual                                                            | Volunteers                        | $900     |
| Greater Kingston Chamber of Commerce  
  • Pitch In Kingston 2005                                                                               | Neighbourhoods                    | $4,500   |
| H’art Studios (h’art school of smiles inc.)  
  • Building Bridges                                                                                   | Culture                           | $5,000   |
| HIV/AIDS Regional Services  
  • Building Volunteer Capacity                                                                             | Volunteers                        | $5,000   |
| Independent Living Centre Kingston  
  • An Independent Living Resource                                                                       | Youth                             | $5,000   |
| Independent Living Centre Kingston  
  • Volunteers with Disabilities Strengthening our Community                                                  | Volunteers                        | $4,500   |
| Industry Education Council - Algonquin & Limestone  
  • Volunteers Today Means Success Tomorrow                                                                | Volunteers                        | $1,470   |
| Kingston and Area Association of Administrators of Volunteers (K.A.A.A.V.)  
  • PAVRO 2005 Conference Support - Providing Quality Training Opportunities to Managers of Volunteers | Volunteers                        | $2,500   |
| Kingston Arts Council  
  • 1,2,3 to Do Rae Me                                                                                     | Culture                           | $7,000   |
| Kingston Arts Council  
  • Birch Bark and Wild Rice                                                                                 | Culture                           | $7,500   |
| Kingston Canadian Film Festival  
  • The 2005 Local Filmmaking Initiative                                                                     | Culture                           | $12,000  |
| Kingston Coalition for Dental Care  
  • Bridges to Participation                                                                               | Volunteers                        | $4,929.60|
| Kingston Handloom Weavers and Spinners Guild  
  • A Presentation of the Jury Selections of the Ontario Handweavers and Spinners 2005 at the Agnes Etherington Art Centre, Kingston | Culture                           | $2,000   |
| Kingston Heritage Tattoo Society  
  • TATTOO 2005, A Salute to Peacekeepers                                                                     | Culture                           | $5,000   |
| Kingston Home Base Non - Profit Housing Inc.  
  • Fresh Start Project                                                                                  | Youth                             | $19,500  |
| Kingston Horticultural Society  
  • Renovation of William Patterson Memorial Rock Garden                                                     | Neighbourhoods                    | $500     |
## HEALTHY COMMUNITY FUND 2004 PROJECTS (cont’d)

<table>
<thead>
<tr>
<th>ORGANIZATION AND PROJECT SUMMARY</th>
<th>CATEGORY</th>
<th>FUNDING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kingston Jazz Society</td>
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<tr>
<td>Kingston Jazz Society</td>
<td>Culture</td>
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<tr>
<td>Kingston Literacy</td>
<td>Youth</td>
<td>$5,000</td>
</tr>
<tr>
<td>Kingston Literacy</td>
<td>Youth</td>
<td>$10,000</td>
</tr>
<tr>
<td>Kingston Literacy</td>
<td>Youth</td>
<td></td>
</tr>
<tr>
<td>Kingston Symposium</td>
<td>Culture</td>
<td>$20,000</td>
</tr>
<tr>
<td>Kingston Youth Shelter</td>
<td>Youth</td>
<td>$19,500</td>
</tr>
<tr>
<td>Limestone Advisory for Child Care Programs</td>
<td>Neighbourhoods</td>
<td>$2,710</td>
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<tr>
<td>Marine Museum of the Great Lakes at Kingston</td>
<td>Culture</td>
<td>$8,000</td>
</tr>
<tr>
<td>Modern Fuel Artist Run Centre</td>
<td>Culture</td>
<td>$14,000</td>
</tr>
<tr>
<td>MS Society of Canada, Kingston Chapter</td>
<td>Volunteers</td>
<td>$1,700</td>
</tr>
<tr>
<td>Museum of Health Care at Kingston</td>
<td>Youth</td>
<td>$10,000</td>
</tr>
<tr>
<td>North Kingston Community Health Centre/Better Beginnings for Kingston Children</td>
<td>Youth</td>
<td>$8,000</td>
</tr>
<tr>
<td>North Kingston Community Health Centre/Better Beginnings for Kingston Children</td>
<td>Youth</td>
<td>$5,000</td>
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<td>North Kingston Community Health Centre</td>
<td>Youth</td>
<td>$5,000</td>
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<tr>
<td>North Kingston Community Health Centre</td>
<td>Youth</td>
<td>$10,000</td>
</tr>
<tr>
<td>North Kingston Community Health Centre</td>
<td>Youth</td>
<td>$5,000</td>
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<tr>
<td>Opportunities Kingston</td>
<td>Volunteers</td>
<td>$5,000</td>
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<tr>
<td>Sexual Assault Centre Kingston INC</td>
<td>Youth</td>
<td>$5,000</td>
</tr>
<tr>
<td>St. Lawrence College - School of Computer &amp; Engineering Technology</td>
<td>Youth</td>
<td>$10,000</td>
</tr>
<tr>
<td>Volunteer Kingston</td>
<td>Youth</td>
<td>$5,000</td>
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<tr>
<td>TOTAL (47 PROJECTS)</td>
<td></td>
<td>$329,999.60</td>
</tr>
</tbody>
</table>
TO: Bert Meunier, Chief Administrative Officer
FROM: Terry Willing, Acting Commissioner
PREPARED BY: Kim Leonard, Acting Manager, Building & Licensing
DATE OF MEETING: August 17, 2004
SUBJECT: Application For Noise Exemption
The Beer Store, 121 Cataraqui Street

RECOMMENDATION TO COUNCIL:

WHEREAS The Beer Store has requested an exemption to the City of Kingston Noise Control By-Law 2004-52 Schedule “B” to permit deliveries to their 121 Cataraqui Street location, and;

WHEREAS the applicant has requested that the exemption cover operations between the hours of 7:00 p.m. and 12:00 midnight from Sunday to Thursday and including Statutory Holidays, and;

WHEREAS the public has been notified and consulted regarding this event and there are unresolved objections;

THEREFORE BE IT RESOLVED THAT The Beer Store at 121 Cataraqui Street, request for permanent exemption from the Noise Control By-law, be denied.

ORIGIN/PURPOSE:

The Beer Store has made an application for exemption to City of Kingston Noise Control By-Law 2004-52 Schedule “B” to permit deliveries to their 121 Cataraqui Street location.

OPTIONS/DISCUSSION:

The Beer Store proposes extended hours for deliveries. The proposed delivery hours are prohibited under City of Kingston Noise Control By-Law 2004-52 Schedule “B” between 19:00 hours (7:00 p.m.) of one day to 07:00 (7:00 a.m.) hours the next day as well as all day Sundays and Statutory Holidays. The by-law also allows Council to grant an exemption by resolution where it is deemed appropriate.
OPTIONS/DISCUSSION: (Cont'd)

An advertisement of this request for exemption was placed in the Kingston Whig-Standard on Saturday, July 17th, 2004 and Wednesday, July 21st, 2004 and there have been unresolved objections submitted with regard to this request.

The deliveries were to consist of approximately two loads a night and no more than 10 loads a week over the five nights between 7:00 p.m. and 12:00 midnight. The noise associated with this process would be the release of the air brakes and the back-up alarm while backing up. The total time required for this process would not exceed 30 minutes per load arriving.

The Beer Store has provided a contact to handle any complaints that may be received, although resolution of the complaints may not be achievable.

The applicant notes that, by not extending the hours of exemption could create an increased chance of congestion during daylight hours or possibly relocation of The Beer Store at 121 Cataraqui Street.

In view of the public objections to the request, and the staff concern about the permanent nature of the request, as well as the precedent that this might set which would create interest from other stores in residential neighbourhoods, City staff recommend refusal.

The Noise Control By-law was recently harmonized, but the sections that are the subject of this request were not changed during harmonization, and have been in effect for over 25 years.

EXISTING POLICY/BY-LAW:

The authority to approve such exemptions is specifically granted to Council under the Municipal Act. The Act was changed recently to allow a Council to grant exemptions for extended durations, and no longer limits Council to a maximum exemption period of six months.

LINK TO STRATEGIC PLAN:

N/A

FINANCIAL CONSIDERATIONS:

There are no financial considerations associated with this report, as advertisements were placed at the expense of The Beer Store.

CONTACTS:

Kim Leonard, Acting Manager, Building & Licensing Division 384-1770 ext. 3222
Steve Murphy, Supervisor, Building & Licensing Division 384-1770 ext. 3225
Mark Lynch, Senior DC Manager, on behalf of The Beer Store 905-452-6952
DEPARTMENTS/OTHERS CONSULTED AND AFFECTED:

N/A

NOTICE PROVISIONS:

Public Notice has been given in accordance with By-Law 2004-52.

APPENDICES:

N/A

Terry Willing, Acting Commissioner
Planning & Development Services

Bert Meunier
Chief Administrative Officer