



**Community Development Advisory Committee Meeting
Thursday, March 17, 2016 – 10:00 a.m.
Frontenac Room,
2069 Battersea Road, Glenburnie, ON**

AGENDA

Page

1. Call to Order

2. Election of Officers

- a) Election of Chair
- b) Election of Vice Chair

3. Adoption of the Agenda

- a) **That** the agenda for the March 17, 2016 meeting of the Community Development Advisory Committee be adopted.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Adoption of Minutes

- a) Minutes of Meeting held January 6, 2016
That the minutes of the Community Development Advisory Committee meeting held January 6, 2016 be adopted.

3 - 5

6. Deputations and/or Presentations

- a) **Dieter Eberhardt** and **Kent Labbette** of the L&A Ridge Runners Snowmobile Club will address the Committee regarding a request to allow snowmobiles on the K&P Trail south of the Catarqui trail.
[See Communications a)]
- b) **Cindy Cassidy** of the Eastern Ontario Trails Alliance (EOTA), will provide the Committee with a presentation on the operations of the EOTA.

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7. Briefings

- a) Kelly Pender, Chief Administrative Officer, will brief the Committee on its roles and responsibilities as well as the roles and responsibilities of staff and others, in order to advance economic development in the Frontenacs.

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8. Reports to the Community Development Advisory

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- a) **2016-042
Community Development Advisory Committee
Economic Development Report**

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- b) **Discussion on Potential Food Hub**

9. Communications

44 - 45

- a) Correspondence from the L&A Ridge Runners Snowmobile Club

10. Other Business

11. Next Meeting

12. Adjournment



**Minutes of the Community Development Advisory Committee Meeting
January 6, 2016**

A meeting of the Community Development Advisory Committee was held in the Frontenac Room, County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, January 6, 2016 at 10:00 a.m.

Present:

Robert Clinton
Barrie Gilbert
Betty Hunter
Tracy John
Wilma Kenny, Chair
Darwyn Sproule
Councillor John McDougall, Council Liaison
Councillor Ron Higgins

Staff Present:

Kelly Pender, CAO
Anne Marie Young, Manager of Economic Development (Recording Secretary)
Reid Shepherd, Community Planner
Jannette Amini, Clerk

1. Call to Order

Wilma Kenney called the meeting to order at 10 a.m. She suggested an election for the new chair and vice-chair is in order for the next meeting. This will satisfy the County's procedural by-law.

2. Adoption of the Agenda

Moved by Tracy John
Seconded by: Darwyn Sproule

That the agenda for the January 6, 2016 meeting of the Community 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 November 19, 2015

Moved by: Barrie Gilbert

Seconded by: Robert Clinton

That the minutes of the Community Development Advisory Committee meeting held November 19, 2015 be adopted.

CARRIED

5. Deputations and/or Presentations

6. Reports to the Community Development Advisory Committee

a) 2016-001

**Community Development Advisory Committee
Accessibility and Economic Development**

Jannette Amini gave a brief and informative overview of the work that the Accessibility Advisory Committee (AAC) is planning to implement in 2016. The AAC intends to bring awareness to the businesses in Frontenac of the compliance issues that they will face by 2024 under the Accessibility for Ontarians with Disabilities Act. Discussion followed and several suggestions were offered as follows: conduct workshops with other organizations such as Community Futures Development Corporation, Queens School of Business and Land of Lakes Tourist Association; create and distribute brochures that list the economic benefits of being accessible; and market the Frontenacs as accessible. It was also noted that financial costs for retrofitting businesses for accessibility can be extensive and may, in some cases, be prohibitive for some to comply. It was highly suggested that any public relation will have to be done with great care to give business owners to right information.

b) 2016-002

Community Development Advisory Committee - Update Report

Anne Marie Young reviewed the economic development report to the committee. She asked for committee input for a date and theme for the annual Sustainability Breakfast. May 4, 2016 was decided as a date and the theme be Local Food. (NOTE – this date was later changed to April 7, 2016.)

Bob Clinton spoke to the topic of “Food Hubs” and the recent trip to Twin Rivers Food Hub in Smithfalls. He wonders if it is a topic for further investigation. It was suggested to contact Kingston’s Councillor Richard Allen as he has shown interest in the same topic and query what is being done from the City’s perspective.

7. Communications

There are none.

8. Other Business

There are none.

9. Next Meeting

The next meeting will be held Wednesday, March 17, 2016 at 10 a.m. at the County offices.

10. Adjournment

Moved by: Better Hunter
Seconded by: Barrie Gilbert

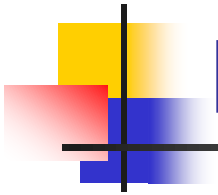
That the meeting hereby adjourn at 11:59 a.m.

CARRIED

Eastern Ontario Trails Alliance



"Your Backyard Just Got Bigger"



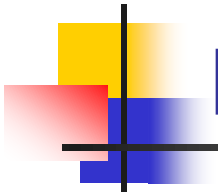
Background

- In 1996 area municipalities, user groups, business and tourism associations were brought together who had an interest in purchasing and developing lands for recreational trails on former abandoned rail corridors

EOTA Background

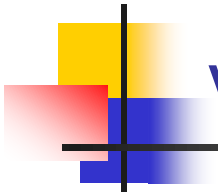
- Formed in Sept 97
- Incorporated as a not for profit Feb. 99
- Board Structure-local municipalities, business, tourism, adjacent landowner/farmer and user groups
- Mandate-To develop, manage, maintain and market a network of year round shared use trails for the economic, tourism and job creation they bring





Municipalities That Are Involved

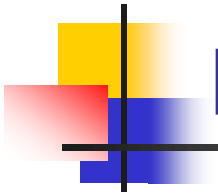
- County of Hastings, Lanark, Northumberland, Lennox and Addington & City of Belleville
- Municipality of Tweed, Centre Hastings, Hastings Highlands, Trent Hills
- Town of Bancroft, Twp of Marmora & Lake, Wollaston, Limerick Stirling – Rawdon, Havelock, Belmont & Methuen, Addington Highlands , Highlands East, Greater Madawaska Valley , North, Central & South Frontenac, Carlow-Mayo
- Working also with Renfrew County Lanark County Papineau Cameron



Value of the Community Based Approach

- The trail system has been developed based on public consultation with different interest groups/clubs/businesses and local government thus it encourages co-operation at the local/regional level





EOTA Financial Plan

- ✓ Have implemented a user pay system based on four season use and the maintenance required to support each use
- ✓ Ongoing funds are obtained from municipal, Provincial and Federal Government from specific programs to help support plan
- ✓ Have established corporate sponsors-Bell Canada, Hydro One, All Stream, Level 3 Communications

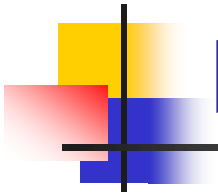




EOTA Stats

- ✓ EOTA Economic Impact
- ✓ Ontario Ministry of Tourism TREIM model shows
- ✓ 25,000 annual trail visitors are spending just \$6 million a year and creating just 70 jobs
- ✓ **Trails is one of the biggest opportunities in the Hastings County**
- ✓ To date EOTA has raised just over \$7,845,000.

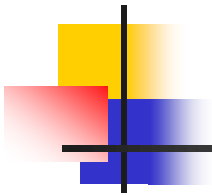




Permits sales

- 2014 \$159,000 in permit sales 2015 already at \$192,935 up 23.67%(Does not include snowmobiles permits)
- 45% Eastern Ontario
- 50%GTA south/ Western Ontario
- 5% US Quebec

Projects/grants 2008 and beyond



Hastings County	\$300,000.
National Trails Funding	\$706,428.
ISF 5 bridges/six kiosks	\$100,400.5
Deer Creek Bridge Project	\$226,143.
TDF figure 8 loop trail tweed flinton Gilmour	\$100,000
TDF to upgrade and create more loops and links in the trail system	\$137,000
TDF phase 3 signage program	\$100,000.
Molson Coors Tweed to Tyendinaga trail	\$50,000.
EODP to develop trails and market them	\$115,011
TDF developed EOTA 10 year business plan	\$55,000.



National Trails Coalition CFDC funding 2014/15

- EOTA has received \$300,500 from NTC matched with municipal partners
- \$220,000 from Frontenac CFDC matched with Frontenac County to build K&P trail south
- \$120,000 from North, Central South Algonquin CFDC –to enhance trails and market them matched with DMO, clubs

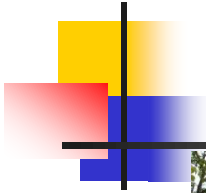
Before trail improvements



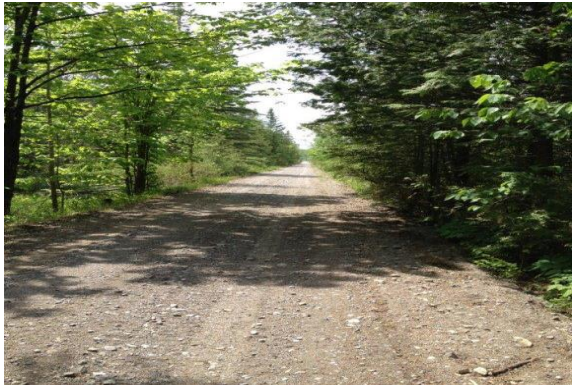
after



Maintained



Maintained

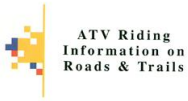


EOTA Maintenance Plan

- Considers user safety
- Liability to EOTA and its partners
- Protection of the asset value
- Maintenance activity cost
- Future capital expenses related to maintenance effort
- Estimated cost per km \$404.00



OPP Partnership

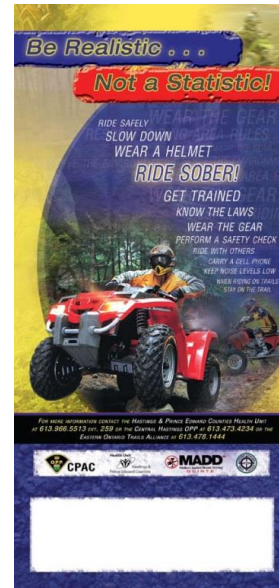
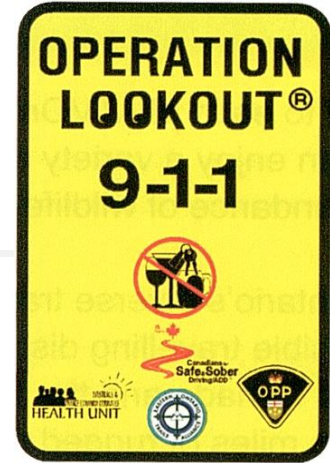


EOTA in partnership with the Centre Hastings OPP and the Hastings Prince Edward Health Unit is the first area in the province to implement OPERATION LOOKOUT on shared use trails.



OPP, Health Unit and EOTA Educational Brochure information on ATV riding on roads and trails

Be Realistic Not A Statistic ATV safety campaign- rack cards, displays ie Tim Hortons signage



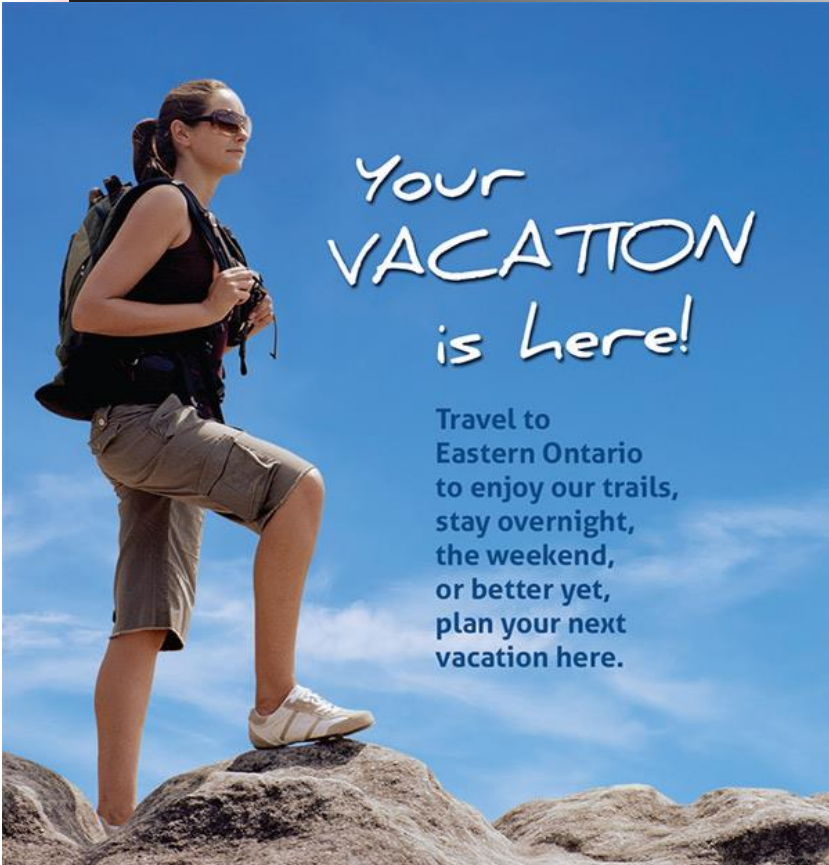
OPP SAVE Team

- The OPP officers of the S.A.V.E. (Snowmobile, ATV, Vessel Enforcement) Unit split their time patrolling between the trails and waterways. Their mandate is trail and marine safety.





Tourism



**ATV
Guided Tours**

Spring, Summer & Fall
Guided Day Trips

the trails
EASTERN ONTARIO ADVENTURES

Stay, Eat & Play
adventures



**CREATE
Your Own Tours**

Do Your Own Thing Tours
WALK, RUN, RIDE, CYCLE

the trails
EASTERN ONTARIO ADVENTURES

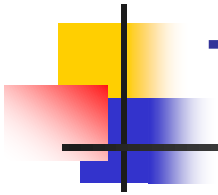
Stay, Eat & Play
adventures

Tourism continued

- Vibrant web site



- New map
- Quinte Sportsman show
- Toronto Sportsman Show
- Toronto Adventure show
- Toronto Snowmobile ATV Powersport show

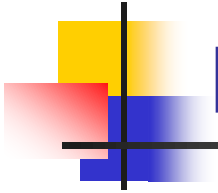


Tourism Cont.

- Web site links
- Ontario Highlands tourism
- Bay of Quinte Tourism
- Bancroft Chamber
- Land o Lakes tourist association
- Lanark tourism
- Northumberland tourism
- Go Ride Ontario web site also linked to ontariotravel.net
- Many municipalities

Signage to identify loops/links





Business Partners

- Partnerships have been made with over 52 accommodations, restaurants, dealerships, fuel stations and other services within our area.



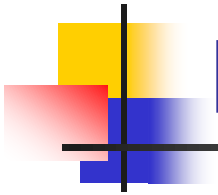
Accommodation



Gas



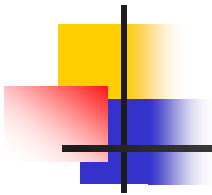
Dining



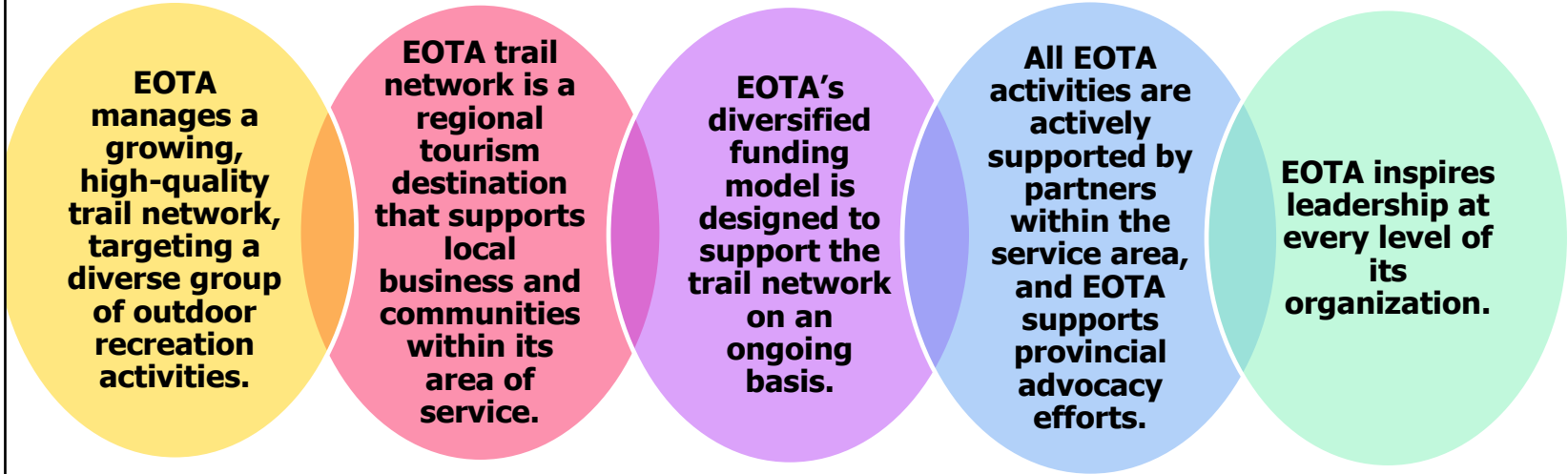
Packages Created

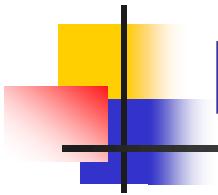
- packages have been created with the accommodations in the area showcased on the web site
- Packages include an overnight stay, trail pass and sometime an area restaurant
- One of the accommodations now sells more atv overnight stays then fishing

2014-2023 Strategic/business plan



To develop, manage, maintain and market a comprehensive network of year-round shared-use trails for their health, economic, tourism and job creation benefits” - EOTA Mission, 2014



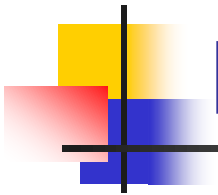


Next steps

- Update Trails Master Plan → identify potential **expansion** and **existing trail improvements**

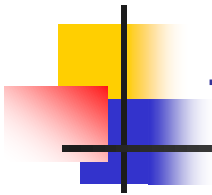
Trails Master Plan and Trail Maintenance Standards

Maintain trails to identified standards
Develop new trail experiences targeted to market opportunities



Future Plans

- Keep the trail safe and user friendly
- Build on the trail tourism opportunities to increase economic benefits and job creation
- To further market trail tourism packages i.e. OTMPC gorideontario.ca web site, ads, trade shows
- To develop more packages with accommodations
- To continue to create user friendly maps for the area trails
- To continue to build partnerships
- To continue to work with federal, provincial and municipal government to assist with funds to achieve our goals



For further information on EOTA visit
thetrail.ca





Report 2016-042

Committee Report

To: Chair and Members of the Community Development Advisory Committee

From: Anne Marie Young, Manager of Economic Development

Date of meeting: March 17, 2016

Re: Community Development Advisory Committee – Economic Development Report

Recommendation

This report is for information purposes only.

Background

At its July 2015 regular meeting County Council approved the Terms of Reference for the Community Development Advisory Committee (CDAC) as follows:

Mandate

Set priorities for sustainability in the Frontenacs, implementing the visions outlined in Directions for Our Future, the Economic Development Charter & Implementation Plan, and the Trails Master Plan.

Key Activities

- Create short-term project teams for focused development within priorities
- Evaluate project team recommendations through a sustainability lens
- Proactively advise and inform Council to ensure decisions account for regional and long-term implications
- Improve community engagement in the activities that will lead to a sustainable future for the Frontenacs

Comment

The following information on current activities with regard to economic development, sustainability and trail development is offered to the committee members for perusal:

Economic Development

Rural Economic Development (RED) - As a RED panel member, Anne Marie Young attending a meeting in Guelph for panel to receive information on the changes to the program, the review process, and to meet the new members who were appointed recently to the panel. One significant change is that businesses that apply are only eligible for 20% funding instead of the previous 50%. Several cities that were borderline for the population threshold are being excluded from applying to the program. One of these cities is Kingston.

Kingston Rural Advisory Committee (RAC) – County of Frontenac Warden Fran Smith, Director of Planning and Economic Development Joe Gallivan and Anne Marie Young attended meeting of RAC on February 29, 2016. Here several presentations were heard including one from Kingston Economic Development Corporation (KEDCO) on funding and one by Ms. Young on our economic development implementation plan. Conversation after the presentation lead to finding ways for possible collaboration between the City of Kingston and Frontenac on rural economic development initiatives. Food Hubs, poultry abattoir and egg grading were mentioned. It was felt that CDAC and RAC could meet together at some point in time.

Richard Allen has organized a spring farm tour for Saturday, April 23, 2016.

During the KEDCO presentation it was mentioned that Kingston was not eligible for the RED program and that KEDCO was perusing conversations with OMAFRA to have that overturned. As well, it was stated that KEDCO is in conversation with Frontenac CFDC when they heard that CFDC's border may be changed to include the rural Kingston area. A recommendation was then moved to ask the City to support KEDCO's efforts in both cases.

Community Improvement Plans (CIP) – The department is actively working on CIPs for North Frontenac and Central Frontenac. The first public meeting for the Harrowsmith CIP will be held on April 13, 2016 from 6 to 8 p.m. at the Golden Links Hall, Harrowsmith.

Best Practices of our neighbouring municipalities – Tracy John, Dr. Clinton and Anne Marie Young met with Steven Paul, Director of Community Services at Lennox & Addington County. (See attached Appendix A)

Action for CDAC: Attend and report on best practices of other municipalities.

Branding exercise: The completion was very strong for the branding contract. Bids ranged from \$34,900 to \$40,000. Four companies were interviewed. Redtrain, with affiliate Avenue Strategy, is the successful proponent for the branding exercise for an amount of \$38,000.

Action for CDAC: Participate in stakeholder meetings for the consultation portion of the branding exercise.

Directions for Our Future – the County’s Integrated Community Sustainability Plan.

The Sustainability (ICSP) Breakfast is organized for April 7, 2016 at 7 a.m. at the Lion’s Hall in Verona. Individual invitations were sent out as well as an open invitation to the public in the County newsletter and Facebook event page has been created. Servant Heart Catering from Arden has been hired to cater the event. Dan Borowec, Director of Economic Development & Tourism for Northumberland County has agreed to be our guest speaker at the breakfast and will give a presentation on their Ontario Agri-Food Venture Centre (food hub) which is located in Cobourg.

Action for CDAC: Offer names of businesses, organizations and /or individuals to receive a Communitary Partnership Agreement that will be presented at the Sustainability Breakfast.

K&P Trail Development

The gates for the south part of the K&P will be closed on April 2, 2016.

An appraisal report has been completed to determine fair market value to establish a figure that can be used for bargaining power. Expropriation is also an option if need be. A meeting has been held with the County’s solicitor to determine a plan for negotiations and acquisition.

Trans Canada Trail has been notified of our plans to have the K&P Trail completed by 2017 for their 25th Anniversary celebration.

Action for CDAC: Advise and inform Council of the land acquisition process for the development of the K&P Trail. Make suggestions for on-going maintenance of the K&P.

Sustainability Implications

In all that we do in the name of economic development in the Frontenacs, we will live by a set of principles that balance the economy, environment, social, and cultural interest of our communities.

Financial Implications

There is an allotment in the 2016 budget for the K&P Trail development, activities for monitoring Directions for Our Future, and the implementation plan for economic development.

Organizations, Departments and Individuals Consulted and/or Affected

- Members of Community Development Advisory Committee
- County Council & staff
- Township of Frontenac Islands
- Township of South Frontenac
- Township of Central Frontenac
- Township of North Frontenac
- Central Frontenac Economic Development Advisory Committee

North Frontenac Economic Development Task Force
Frontenac Community Futures Development Corporation
Residents of the County of Frontenac

Attendance of External Event Report



Event Name:	Lennox & Addington
Event Date:	February 4, 2016 2 p.m.
Event Location:	Napanee, Ontario
Name of County Representatives in Attendance:	Anne Marie Young, Manager of Economic Development Tracy John & Bob Clinton, CDAC members
Benefit to the County: (Use this space to briefly describe the event and explain the ways in which the County benefits from having a presence there)	<p>This meeting was attended to examine best practices of our neighbouring Counties in economic development.</p> <p>Stephen Paul, Director of Community Services gave a brief overview of the operations of his department. Staff include:</p> <ul style="list-style-type: none"> • Director of Community Services • Economic Development Officer • Business Development Officer • Administration support • Graphic designer (shared) <p>He takes a “roll-up your sleeves” non-traditional approach to delivering economic development.</p> <ul style="list-style-type: none"> • Get the community involved-a must • Focus on servicing the entrepreneur – they are the back bone to growth • Best tool they have is “Business Coaching “ which is deliver by the Business Development Officer • They have a 13% increase in jobs – mostly entrepreneurial • Concentrate on growth from within – meaning grow the businesses you have • Over 10 years they have 125 net new businesses • In tourism the focus is on product development – very successful geo-cashing event brings in 1000 people from 16 different countries • Uses social media big time • Marketing \$\$ are not spent on advertising – results are too hard to measure • Has the trust of Council

	<ul style="list-style-type: none">• Links with their CFDC and works with them as a partner
Attachments:	
Follow-Up (If Required):	<ul style="list-style-type: none">• Report to Frontenac CDAC
Other:	

**Ministry of Agriculture,
Food and Rural Affairs**

Office of the Minister

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: 416-326-3074
Fax: 416-326-3083

**Ministère de l'Agriculture, de
l'Alimentation et des Affaires rurales**

Bureau du ministre

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél.: 416-326-3074
Télééc.: 416-326-3083



FEB 10 2016

His Worship Ron Higgins
Mayor, North Frontenac
Councillor, County of Frontenac
ron.higgins@xplornet.com

Dear Mayor Higgins:

I received your message requesting information about programs that could assist with the development of a food hub in the County of Frontenac. I am pleased to respond.

Our government provides support to local food initiatives in a number of ways, and I commend you for identifying this important sector as an opportunity for North Frontenac. Many communities across Ontario are exploring various ways to support their local food sector, and food hubs are certainly one way to do this. A food hub can provide much needed shared infrastructure to small and medium sized businesses as well as market access that would not otherwise be available.

Establishing a food hub is a very challenging project, which takes planning and resources. Our government has partnered with other communities to establish multiple hubs in Ontario. The nearest to you would be the Ontario Agri-Food Venture Centre in Northumberland County, and the Two Rivers Food Hub in Smiths Falls. These communities had undertaken years of preparatory research before making their funding applications, and are currently working hard to ensure that their food hubs transition to financial self-reliance within the next few years.

For ongoing advice on your project, you may contact your local Ministry of Agriculture, Food and Rural Affairs' Agriculture and Rural Economic Development Advisor, Katie Nolan, at 613-258-8371 or katie.nolan@ontario.ca.

Thank you for contacting the Ontario government with your request. Please accept my best wishes.

Sincerely,

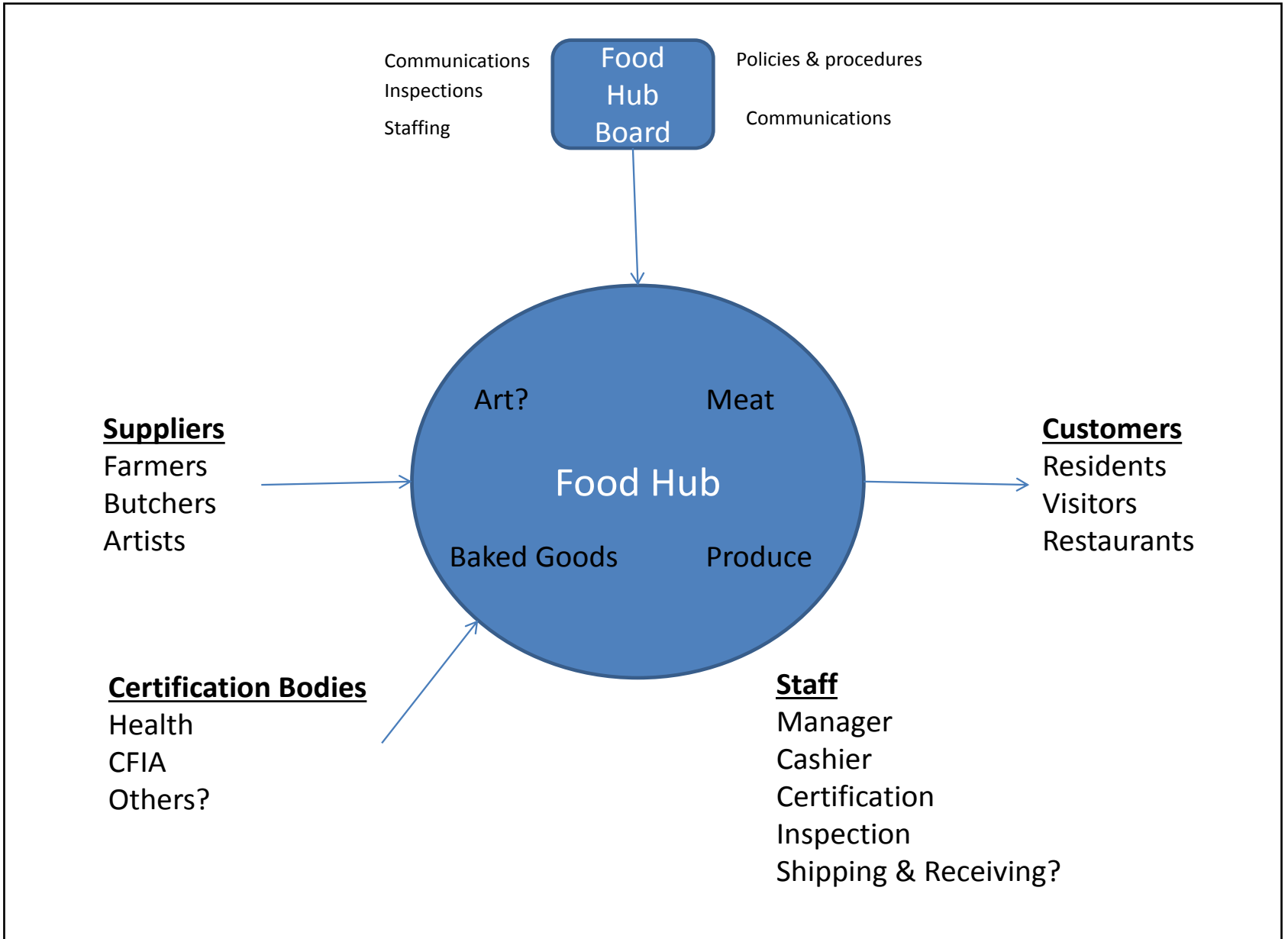

Jeff Leal
Minister of Agriculture, Food and Rural Affairs

c: Katie Nolan, Rural Economic Development Advisor, OMAFRA



Good Things Grow in Ontario
À bonne terre, bons produits

Ministry Headquarters: 1 Stone Road West, Guelph, Ontario N1G 4Y2
Bureau principal du ministère: 1 Stone Road West, Guelph (Ontario) N1G 4Y2



Food Hub Discussion Topics

- Food Hub in Smith's Falls
 - Compete?
 - Same model as ours?
- Enhancements
 - Egg grading station?
 - Butchery?
 - Abattoir?
- Location

Food Hub Discussion Topics

- Partnership
 - Kingston and County
- Feasibility
 - Conduct market viability analysis
 - Options for funding
- Recommend to County Council
 - Present the plan
 - Identify a prime person to drive this

Discussions To Date

- Hillview Farms – Lennox & Addington
 - Edward Embury
- KFL&A Food Policy Council
 - Ian Arthur executive chef at Chez Piggy
- Minister of Agriculture, Food and Rural Affairs
 - Jeff Leal See attachment
- Smiths Falls Food Hub
 - Bill Dobson Reeve on Montague

Presentation by L&A Ridge Runners Snowmobile Club to Frontenac County
Community Development Advisory Committee on March 17th, 2016

MISSION STATEMENT

www.laridgerunners.ca

The Lennox and Addington Ridge Runners is a snowmobile club established in 1969 and located in the area north of Kingston and Napanee Ontario Canada. One of our main concerns is the sustainability of snowmobiling. Trail Permit dollars have to be supplemented by fund raising. It is the dedication of many volunteers that enables our club to continue to provide the safest and most enjoyable trails possible.

We strongly believe in the philosophy that the trails are there for the snowmobiler who wants to experience a unique relationship with nature; one that respects the environment and provides a family recreational experience. It is a relationship that puts safety and the enjoyment of everyone foremost.



L&A Ridge Runners is an incorporated , not for profit, club run entirely by dedicated volunteers and we are a member club of the Ontario Federation of Snowmobile Clubs (OFSC). For over forty years our club has fostered positive relationships with over one hundred private, corporate and municipal landowners to provide over 220 km of safe winter trails for snowmobilers , but as in the case of the Cataraqui Trail, the K&P Trail and unmaintained road allowances the presence of a groomed trail also provides many other trail users with the opportunity to enjoy these trails during the winter months. Were it not for the snowmobile club's dedication to grooming these trails they would be by and large unused during the winter months.

The development of the K&P corridor from the City of Kingston north to Sharbot Lake , completing a link in the Trans Canada Trail and allowing access from Kingston to the Trans Canada Trail, has been a significant achievement for the County. Unfortunately from the Cataraqui Trail south snowmobiles have been excluded. There is a large community of snowmobilers in Kingston and immediate area that would like access to the K&P Trail. Acquiring access to the County owned portion of the K&P would be a first and important step in achieving that goal.

Aside from the very positive benefits in having a groomed winter trail please note that winter use for snowmobiles normally runs from mid December to mid March , only three months of the year. Modern snowmobiles are a far cry from the noisy, oil spewing machines of yesteryears and snowmobiles leave virtually no impact on the environment. As an OFSC member club we are covered by a \$15,000,000 third party liability insurance policy.

Based on the experience on the Cataraqui Trail for the past fifteen years snowmobiles and other trail users do exist in harmony during the winter months and that has been the experience as well during past two winters on the K&P Trail .

Lennox and Addington Ridge Runners Snowmobile Club is requesting that the County of Frontenac consider allowing snowmobiles to use the County owned portion of the K&P Trail south of the Catarqui Trail.

Thank you for considering our request.