



**Community Development Advisory Committee Meeting  
November 19, 2015 – 10:00 a.m.  
Bud Clayton Memorial Room,  
2069 Battersea Road, Glenburnie, ON**

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**AGENDA**

Page

1. **Call to Order**
2. **Adoption of the Agenda**
  - a) **That** the agenda for the November 19, 2015 meeting of the Community Development Advisory Committee be adopted.
3. **Disclosure of Pecuniary Interest and General Nature Thereof**
4. **Adoption of Minutes**
  - a) Minutes of Meeting held October 5, 2015  
**That** the minutes of the Community Development Advisory Committee meeting held October 5, 2015 be adopted.
5. **Deputations and/or Presentations**
  - a) **Wayne Robinson** and **Marcel Giroux** of W. A. Robinson will address the Committee with respect to the K&P Trail, Tichborne to Sharbot Lake
  - b) **Ken Gilpin**, Frontenac County Weed Inspector will address the Committee with respect to noxious weeds
6. **Briefings**
7. **Reports to the Community Development Advisory**
  - a) **2015-12  
Community Development Advisory Committee  
Economic Development Report**
  - b) Joe Gallivan, Director of Planning and Economic Development will provide the Committee with an overview of Working Across Boundaries
8. **Communications**

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**9. Other Business**

**10. Next Meeting**

**11. Adjournment**



**Minutes of the Community Development Advisory Committee Meeting**

**October 5, 2015**

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A meeting of the Community Development Advisory Committee was held in the Frontenac Room, County Administrative Office, 2069 Battersea Road, Glenburnie on Monday, October 5, 2015 at 1:00 p.m.

**Present:**

Robert Clinton  
Barrie Gilbert  
Betty Hunter  
Tracy John  
Wilma Kenny  
Councillor John McDougall, Council Liaison  
Councillor Ron Higgins  
Warden Denis Doyle

**Staff Present:**

Anne Marie Young, Manager of Economic Development  
Alison Vandervelde, Communications Officer (Recording Secretary)  
Kelly Pender, CAO

**1. Call to Order**

Ms. Vandervelde called the meeting to order at 1:00 p.m. and Chaired the meeting until an election of officers was held.

**2. Welcome and Introductions**

Committee Members introduced themselves, gave a brief description of their background and their interest in joining the CDAC.

**3. Adoption of the Agenda**

Moved By: Councillor John McDougall

Seconded By: Councillor Ron Higgins

**That** the agenda for the October 5, 2015 meeting of the Community Development Advisory Committee be adopted.

**CARRIED**

**4. Disclosure of Pecuniary Interest and General Nature Thereof**

There were none.

**5. Adoption of Minutes**

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**6. Mandate and Key Activities**

- a) **2015-099  
Community Development Advisory Committee  
Overview of Committee Mandate**

Ms. Young presented to the committee the current state of the Economic Development Implementation Plan, and the K&P Trails Master Plan.

The committee discussed Ms. Young's report as it relates to the mandate and work of the committee. There was some discussion around recommending to County Council a change to the name of the committee, but it was decided that it is too early in the committee's work to do so.

Moved By: Councillor McDougall

Seconded By: Ms. Hunter

**THAT** Council of the County of Frontenac rename the committee as the Economic and Community Development Advisory Committee.

**DEFERRED**

**7. Election of Officers**

**a) Election of Chair**

Moved By: Councillor McDougall  
Seconded By: Councillor Higgins

**That Wilma Kenny** be nominated Chair of the Community Development Advisory Committee for 2015.

**CARRIED**

Moved By: Ms. Hunter  
Seconded By: Councillor Ron Higgins

**That** nominations for Chair be closed.

**CARRIED**

**b) Election of Vice-Chair**

Moved By: Councillor Higgins  
Seconded By: Mr. Gilbert

**That Betty Hunter** be nominated Vice-Chair of the Community Development Advisory Committee for 2015.

**CARRIED**

Moved By: Councillor Higgins  
Seconded By: Mr. Clinton

**That** nominations for Vice-Chair be closed.

**CARRIED**

**8. Deputations and/or Presentations**

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**9. Reports to the Community Development Advisory**

**a) 2015-098  
Community Development Advisory Committee  
Sustainability Workshop Finalization**

The committee supported the draft agenda for the Sustainability Workshop, and made several constructive suggestions:

- Ms. Hunter requested that members of the committee receive maps ahead of time in order to prepare for the exercises.
- It was noted that the First Nations community must be involved in the plan moving forward.
- Councillor McDougall suggested that information could be pulled from the Natural Heritage Study to create more robust asset maps as a starting-off point.
- Participants should be provided with a list of the types of assets we want them to plot so that they don't miss anything (i.e., accommodations).
- Councillor McDougall suggested that a guest speaker is likely not required.

Staff encouraged committee members to forward the Workshop Invitation to anyone they think would like to attend.

b) **Committee Orientation**

1. **County of Frontenac Procedural By-law (Meeting Management)**
2. **Code of Conduct for Members of County Council & Committees**

Jannette Amini, Manager of Legislative Services/Clerk provided the Committee with a PowerPoint presentation on both the County of Frontenac Procedural By-law and the Code of Conduct for Members of County Council & Committees. Members of the Committee were required to sign off on the Code of Conduct.

**10. Communications**



**11. Other Business**

Ms. Vandervelde encouraged the committee to consider submitting nominations for the Access Award.

**12. Next Meeting**

The next meeting of the Community Development Advisory Committee is scheduled for Thursday, November 19<sup>th</sup>, at 10am.

**13. Adjournment**

Moved By: Councillor Higgins  
Seconded By: Mr. Gilbert

**That** the meeting hereby adjourn at 2:55pm

**CARRIED**



**Report 2015-120**

**To:** Community Development Advisory Committee  
**From:** Anne Marie Young, Manager of Economic Development  
**Date of meeting:** Thursday, November 19, 2015

**Re: Community Development Advisory Committee – Economic Development Report**

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**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**

Recently County Council directed staff to apply to the RED program by leveraging the funds allocated for advancing economic development in the Frontenacs and using the work compiled for the Economic Development Charter and Implementation Plan.

Rural Economic Development (RED) program provides cost-shared funding support (in this case up to 50% for municipalities) for projects that will strengthen rural Ontario. With the support of the RED program, rural communities, organizations and businesses are **better positioned** to create jobs and attract investment. According to the RED guidelines collaboration is important and states that projects involving local partnerships strengthen rural Ontario by providing **benefits to more than one community** and improving overall competitiveness.

County staff is proposing to lever the aforementioned funds in an application that would include projects identified for each of the four Townships and which fall within the themes identified in Charter: Trips & Trails (accommodation), Food and Beverage and Recreational Lifestyle. Staff will work closely with both Township staff and economic development committees to determine the projects to be included in the application. Contributions, cash and/or in-kind, from the townships supported by resolutions from Township Councils will lend more strength to application. Other agencies such as Frontenac CFDC and our Regional Tourism Organisations will be approached for support as well. Should the application be successful it is anticipated it would be June before an agreement would be signed and the timeframe for implementation could be spread over a 3 year period. County staff will do the leg work and write the application which is expected to be submitted for the first RED deadline of January 15, 2016.

**Action for CDAC:**

Assist in determining possible projects for the Townships to consider. See outline of suggestions to date attached as "Appendix A".

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

The County's annual Sustainability Workshop was held October 22, 2015. The approximately 70 people in attendance completed a mapping exercise that identified assets that can be currently found in the County and assets that were missing or are needed to foster economic prosperity in the Frontenacs. They were also asked to identify 5 must-see places and 5 must-have places to improve the economy of the Frontenacs.

**Action for CDAC:**

Lists & maps of Must Sees and Must Haves will reviewed at this CDAC meeting to narrow down the priorities and with Council's support – and potentially the help of short-term working groups – develop implementation plans for each.

**Note:** Must Sees and Must Haves will be sent under separate cover.

**K&P Trail Development**

The K&P Trail is completed to Tichborne. Initially the trail development was to stop at Fream Street and Fream was then to be used to access Rd 38 and users would then travel along 38 to and across the public crossing of the rail tracks. Stopping at Fream Street was also done to avoid the Canadian Pacific rail yard. However after several conversations with the local residents it was made obvious that stopping at this location was an unsafe solution. Here local residents access their mailboxes, some travel to their homes on the east side of the trail, and it is an access to the local outdoor rink where people park.

Staff consulted with the contractor and Central Frontenac staff to determine an alternate route and subsequently the trail was then extended across Fream Street and veering left of the rail yard exits to Rd 38 just before the railway road crossing. Further, to alleviate the traffic and parking issues at the outdoor rink, the trail was widened and an adequate sized parking lot was established. Central Frontenac took the opportunity to extend the parking lot a bit further to enhance areas around the rink hut and privies. The parking lot will be utilized for both users of the outdoor rink and of the trail.

Other work includes stone dust from Fish Creek Road to Oclean Lane access and gates at these locations. The trail build is within budget for 2015.

Several issues regarding beaver dams and fencing have been received and dealt with according to the County's K&P Implementation Plan.

An update will be presented at this meeting on the status of acquiring land for the implementation of the next phase of the K&P – Tichborne to Sharbot Lake.

**Action for CDAC:**

Advise and inform Council of the land acquisition process for the development of the K&P Trail.

**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 2015 budget for the K&P Trail development and activities for monitoring *Directions for Our Future*. Budget deliberations for 2016 will determine the allocation from the \$500,000 in reserves for the economic development implementation plan.

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

Members of CDAC  
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

**RED Grant – Opportunities for Member Municipalities**

*DRAFT – v.1.1*

Municipality E.D. Charter Theme	Frontenac Islands	South Frontenac	Central Frontenac	North Frontenac	County	Total
Trips & Trails	<ul style="list-style-type: none"> <li>• <b>FI-1:</b> General Promotion of the Islands for biking and hiking – with emphasis on non-motorized access</li> <li>• <b>FI-2:</b> Investigate alternatives for transporting visitors to Big Sandy Bay during the peak summer months</li> </ul>	<ul style="list-style-type: none"> <li>• <b>SF-1:</b> Look to establish Centennial Park in Harrowsmith as a destination for hosting events and events tourism. Build upon the proximity to the K&amp;P Trail, Kingston, 401 and as a gateway to Central and North Frontenac.</li> <li>• <b>SF-2:</b> Build upon the efforts of Frontenac Rides to document and promote South Frontenac as a cycling and scenic touring destination</li> </ul>	<ul style="list-style-type: none"> <li>• <b>CF-1:</b> Develop Central Frontenac (in particular Sharbot Lake) as a spoke and hub for trails activity with access to North Frontenac, Lanark, Trans Canada Trail and south to South Frontenac, Kingston and the Islands.</li> <li>• <b>CF-2:</b> Promote and expand accommodation opportunities to support the spoke and hub concept.</li> <li>• <b>CF-3:</b> Make connections to other spokes and hub communities to exam opportunities for cross promotion. (e.g. Bancroft)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>NF-1:</b> Prepare an accommodation report that looks at existing, potential and siting for an appropriate accommodation model that will fit the unique product offering of North Frontenac. Ensure planning and zoning barriers are removed.</li> <li>• <b>NF-2:</b> Lead municipality for the development of a branding exercise that strengthens the overall “Frontenac” brand while incorporating/ recognizing local identity. (e.g., Four Season, More Reasons)</li> </ul>	<ul style="list-style-type: none"> <li>• <b>CoF-1:</b> Branding – working with NF as lead to develop a “Frontenac” Brand</li> <li>• <b>CoF-2:</b> Web-portal and mobile app – develop a web portal for citizens, visitors and business that will put relevant business and lifestyle data in one location.</li> <li>• <b>CoF-3:</b> Accommodation – Build upon the experience of NF to develop a model that can be replicated throughout the County</li> </ul>	

Food & Beverage	<ul style="list-style-type: none"> <li>• <b>FI-3:</b> Develop a promotion strategy for attracting F&amp;B establishments to Wolfe Island</li> <li>• <b>FI-4:</b> Develop a promotion strategy for attracting Tourists from Kingston (Upper N.Y.) state to the Island to shop and sample local cuisine (e.g., Sausalito, Calif.)</li> <li>• <b>FI-5:</b> Investigate options for Marina developments with a focus on tourism attraction</li> </ul>	<ul style="list-style-type: none"> <li>• <b>SF-3:</b> Review O.P., CIP and grant options for improving opportunities for farm-gate sales and for growing farm-gate sales into larger commercial enterprises.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>CF-4:</b> Promote and expand food and beverage opportunities to support the spoke and hub concept.</li> <li>• <b>CF-5:</b> Review O.P., CIP and grant option for improving opportunities for accommodation and F&amp;B businesses</li> </ul>		<ul style="list-style-type: none"> <li>• <b>CoF-4:</b> Food &amp; Beverage BR+E – documenting existing assets and looking for linkages and opportunities.</li> <li>• <b>CoF-5:</b> Community Development Coordinator Position – to actively engage the community in the development, promotion of business. As well as support for the Mgr of Ec. Dev. In identifying and applying for grants that benefit the Frontenacs.</li> </ul>	
Rural Lifestyle	<ul style="list-style-type: none"> <li>• <b>FI-5:</b> Promotion of the Islands as a unique location for families and retirees looking for proximity city services, but with a rural flavour.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>SF-4:</b> Promotion of South Frontenac as a unique location for families and retirees looking for proximity city services, but with a rural flavour.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>CF-6:</b> Promotion of Central Frontenac as a unique location for families and retirees looking for proximity city services, but with a rural flavour.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>NF-3:</b> Promotion of North Frontenac as a unique location for families and retirees looking for proximity city services, but with a rural flavour.</li> <li>• <b>NF-4:</b> Make the commitment to be “investment ready” by promoting N.F. as a community open to communal servicing opportunities as a way to promote a more “care free” and environmental responsibility.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>CoF-6:</b> Recreation Infrastructure Plan and Mapping – complete, timely and accurate baseline data for use by citizens, visitors, business and event planners.</li> </ul>	
<b>Project Value</b>	66,667	133,333	111,111	88,889	385,000	785,000

County Contribution	30,334	55,666	49,278	41,278	233,000	410,000
Municipal Contribution	10,000	25,000	17,500	12,500		65,000
RED Grant	26,333	52,667	43,889	35,111	152,075	310,000
	66,667	133,333	111,111	88,889	385,000	785,000

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