



**Planning and Economic Development Advisory Committee
Meeting**

**Wednesday, October 4, 2023 –10:00 a.m.
Township of South Frontenac Council Chamber,**

4432 George Street, Sydenham, ON

<https://youtube.com/live/N0JVvTCEyiE?feature=share>

AGENDA

Page

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. Public Meeting Reports to the Planning and Economic Development Advisory Committee

Public Meeting Introduction

Notice of Collection – Personal information collected as a result of this public meeting is collected under the authority of the *Planning Act* and will be used to assist in making a decision on these matters. All names, addresses, opinions and comments may be collected and may form part of the minutes which will be available to the public. Questions regarding this collection should be forwarded to Jannette Amini, Manager of Legislative Services/Clerk.

The purpose of public meetings is to present planning applications in a public forum as required by *The Planning Act*. Following presentations by the applicant, the meeting will then be opened to the public for comments and questions. Interested persons are requested to give their name and address for recording in the minutes.

Subject to any concerns being raised at the public meeting, staff will be making a recommendation to the Planning and Economic Development Advisory Committee regarding the Official Plan Amendment at the same

meeting. The recommendation of the committee will be presented to County Council at their next regular meeting.

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- a) **2023-109
Planning and Economic Development Department
Official Plan Amendment – County of Frontenac Official Plan –
Communal Services**

The following is a Public Meeting for the proposed Official Plan Amendment to the County Official Plan.

3. Adoption of the Agenda

- a) **That** the agenda for the October 4, 2023 meeting of the Planning and Economic Development Advisory Committee be adopted.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Adoption of Minutes

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- a) Minutes of Meeting held August 16, 2023
That the minutes of the Planning and Economic Development Advisory Committee meeting held August 16, 2023 be adopted.

6. Deputations and/or Presentations

7. Briefings

8. Reports to the Planning and Economic Development Advisory Committee

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- a) **2023-109
Planning and Economic Development Department
Official Plan Amendment – County of Frontenac Official Plan –
Communal Services**

Be It Resolved That the County of Frontenac Planning Advisory Committee recommends to County Council:

That the draft by-law, included as Attachment 1 to Report Number 2023-109, adopting Official Plan Amendment Number 3 to the County of Frontenac Official Plan, to recognize the use of communal water and wastewater services for new development across Frontenac County, **be approved**; and,

That the Official Plan of the County of Frontenac, as amended, be further amended as per the draft by-law in Attachment 1 to Report

Number 2023-109, being Official Plan Amendment Number 3 for the County of Frontenac Official Plan.

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- b) **Staff Briefing:** Ms. Sonya Bolton, Manager of Community Planning, and Richard Allen, Manager of Economic Development, will brief the Planning and Economic Development Advisory Committee with respect to the 2024-2028 Planning and Economic Development Departments Business Plan.

[See Reports to the Planning and Economic Development Advisory Committee, clause c)]

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- c) **2023-099
Planning and Economic Development Advisory Committee
Planning and Economic Development 2024 – 2028 Business Plan**

That the County of Frontenac Planning and Economic Development Advisory Committee recommend to County Council the approval of the Planning and Economic Development 2024 – 2028 Business Plan; and

And Further That the Director of Planning and Economic Development provide an overview to County Council as part of the 2024 budget deliberations as well as the Councils of the three municipalities which the department provides planning services.

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9. Communications

- a) From the Verona District ATV Club regarding Trail Passes

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- b) From Richard Allen regarding updates on ATV Access - KP Trail South of Verona to Harrowsmith

10. Other Business

11. Next Meeting

- a) The next meeting of the Planning and Economic Development Advisory Committee is scheduled for Wednesday, December 6, 2023 at 10 a.m. in the Township of South Frontenac Council Chamber.

12. Adjournment



Report 2023-109

Planning Advisory Committee Recommend Report

To: Chair and Members of Planning & Economic Development Advisory Committee

From: Joe Gallivan, Director, Planning & Economic Development

Prepared by: Sonya Bolton, Manager of Community Planning

Date of meeting: October 4, 2023

Re: **Planning and Economic Development Department – Official Plan Amendment – County of Frontenac Official Plan – Communal Services**

Recommendation

Be It Resolved That the County of Frontenac Planning Advisory Committee recommends to County Council:

That the draft by-law, included as Attachment 1 to Report Number 2023-109, adopting Official Plan Amendment Number 3 to the County of Frontenac Official Plan, to recognize the use of communal water and wastewater services for new development across Frontenac County, **be approved**; and,

That the Official Plan of the County of Frontenac, as amended, be further amended as per the draft by-law in Attachment 1 to Report Number 2023-109, being Official Plan Amendment Number 3 for the County of Frontenac Official Plan.

Background

The purpose of Official Plan Amendment Number 3 (OPA #3) is to add a new policy section to the County Official Plan to support new development using communal water and wastewater services. A copy of the draft by-law for the amendment is included as Attachment 1 to this report.

Communal services are systems that provide water and wastewater treatment to clusters of residences or businesses. They can be a less expensive alternative to centralized municipal services and a more environmentally friendly alternative to private

on-site services. However, perceived obstacles have slowed the implementation of communal services in many jurisdictions. A key benefit of communal services is that they represent alternative water and wastewater servicing approaches that can provide the County and Townships with the innovative technology and flexibility to accommodate growth and achieve planning, environmental, and economic objectives.

County Council originally supported the initiation of the Communal Services Study as part of the 2017 budget process. One of the primary purposes of initiating this work was to demonstrate that the perceived obstacles - engineering, financial, risk management, planning - are just that, and to equip Frontenac with the tools necessary to enable redevelopment and new development on the basis of communal services.

Communal water and wastewater servicing offers the potential to allow for new development and infill across the County, including on village and hamlet mainstreets, addressing some of the challenges associated with centralized municipal services and with private on-site services. Most importantly, communal servicing has the potential to support more compact, land-efficient development than is possible with private servicing, at a lower cost than is possible with centralized municipal services and enable revitalization of the Frontenac's communities.

Frontenac is creating a Municipal Services Corporation (MSC) under the Ontario Municipal Act, with the County and four Townships as shareholders. The MSC will allow for the operation of a public utility that will manage and operate all future development on communal services. Frontenac County is the first regional jurisdiction in Ontario that has created a utility to develop a singular approach to supporting new development on communal services.

As demonstrated in the work that has done by Frontenac in the past six years, the implementation of development on communal services and the creation of the MSC have many potential benefits for Frontenac. The proposed Official Plan amendment is to formally recognize in policy the work that has been done by Frontenac on this initiative, that the County supports communal services as a preferred form of servicing, provide options where new development on communal services may take place, and confirm that the Township Official Plans will establish new policy to determine where communal service development should be permitted.

A copy of the draft by-law for the amendment is included as Attachment 1 to this report. All background material related to the work the County has done on communal services can be found on the Engage Frontenac website at the following link: [Communal Services](#).

Comment

Public Meeting

The purpose of the report is to provide information about the proposed amendment to the Planning and Economic Development Advisory Committee and members of the public. The statutory public meeting required by the *Planning Act* is scheduled for October 4, 2023. At this meeting, County staff will provide a brief presentation about the

proposed amendment. After the presentation, staff will address questions from the Committee, as well as members of the public.

Subject to any concerns being raised at the public meeting, staff will be making a recommendation to the Planning and Economic Development Advisory Committee regarding the Official Plan Amendment at the same meeting. The recommendation of the committee will be presented to County Council at their next regular meeting.

Notification and Appeal Rights

As required by the *Planning Act*, a notice of the statutory public meeting was provided by advertisement in the *Frontenac News*, 20 days in advance of the public meeting. In addition, the notice was also posted on the County of Frontenac's website at the following link: [Public Meeting Notice for Official Plan Amendment Number 3](#).

Anyone who attends the public meeting may make verbal comments and/or provide a written submission about the proposed amendment. Also, any person may make written submissions at any time before County Council makes a decision on the amendment.

If a person or public body does not make oral submissions at a public meeting, if one is held, or make written submissions to the County of Frontenac in respect of the proposed Official Plan Amendment before the approval authority gives or refuses to give approval to the Official Plan Amendment, the person or public body is not entitled to appeal the decision of the County of Frontenac to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting, if one is held, or make written submissions to County of Frontenac in respect of the proposed Official Plan Amendment before the approval authority gives or refuses to give approval to the Official Plan Amendment, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Anyone wishing to be notified of County Council's decision on the subject amendment must submit a request to:

Joe Gallivan, Director of Planning & Economic Development
County of Frontenac
Planning and Economic Development Department
2069 Battersea Road
Glenburnie, ON K0H 1S0
613-548-9400, extension 350
Email: planning@frontenacounty.ca

Technical Comments

The public meeting notice and draft Official Plan Amendment were circulated to the lower tier municipalities, adjacent municipalities, and all other agencies as required by the Planning Act. As of the time of writing this report, staff have not received any questions or comments about the proposed amendment from any technical agencies or other municipalities.

Public Comments

As noted above, notice of the public meeting about the draft Official Plan Amendment was published in Frontenac News in accordance with the requirements of the Planning Act. As of the time of writing this report, staff have not received any questions or comments about the proposed amendment from members of the public.

Policy Review

Official Plan Amendments are required to be consistent with the Provincial Policy Statement, 2020 and conform to the County of Frontenac Official Plan.

a. Provincial Policy Statement (2020)

The Provincial Policy Statement (PPS) provides direction on matters of provincial interest related to land use planning and development. The PPS promotes the wise use and management of resources, efficient land use and development patterns that support strong, liveable, and healthy communities, and the protection of the environment and public health and safety. Under Section 3 of the Planning Act, all municipal decisions regarding planning applications “shall be consistent with” applicable provincial policy.

Section 1.6.6 of the PPS sets out policies for sewage and water services. Section 1.6.6.3 states that where municipal water and sewage services are not available, then communal servicing is the preferred form of servicing for multi-unit or multiple lot developments. Adding the proposed policy that is part of draft OPA #3 in Attachment 1 will support this provincial policy.

Creation of the MSC and the polices proposed through OPA #3 also support other policies of the PPS:

- Allowing settlement areas, including rural settlement areas, to be the focus of growth and development (Sections 1.1.3.1 and 1.1.4.2).
- Accommodating an appropriate range and mix of housing in rural settlement areas (Section 1.1.4.1.c).
- Promoting economic development and competitiveness (Section 1.3.1).
- Maintaining and enhancing the vitality of main streets (1.7.1.d).

It is the opinion of County planning staff that the Official Plan Amendment being considered is consistent with the policies of the PPS.

b. County of Frontenac Official Plan (2016)

The County of Frontenac Official Plan is a framework for guiding development in the County through the management and protection of the natural environment and by providing direction and influence on growth patterns. It is focused on the six themes of economic sustainability, growth management, community building, housing and social services, heritage and culture, and environmental sustainability.

Section 4.2.1 of the Plan contains policies with respect to long range planning for municipal services. The policies supporting the use of communal services and the creation of a regional public utility to manage them is proposed to be included in this policy section (new policy 4.2.1.4.2). It is the opinion of planning staff that the Official Plan Amendment supports a sustainable form of municipal servicing that is applicable to the rural environment of the region and conforms to the general intent of the County of Frontenac Official Plan.

Planning Analysis

The proposed OPA #3 outlined in Attachment 1 will support new development or redevelopment across the Frontenac region utilizing communal services. It will allow for the opportunity for the four Townships to better consider a variety of housing types other than standard single detached houses, as the new development on communal water and sewer systems can allow for a higher density of development. Communal services can also be used to support new commercial and industrial development that would otherwise be not viable if required to use standard wells and septic systems. The Official Plan Amendment also recognizes the creation of a regional public utility that will be formed to operate and manage these systems thereby insuring public oversight of this infrastructure rather than property-by-property private management.

It is the opinion of County planning staff that the Official Plan Amendment to support development on communal services is consistent with the Provincial Policy Statement and conforms to the general intent of the County of Frontenac Official Plan. Therefore, County planning staff are recommending that the Planning and Economic Development Advisory Committee recommend that County Council approve Official Plan Amendment Number 3 to the County of Frontenac Official Plan.

Strategic Priority Implications

OPA #3 supports priority 2 of County Council's Strategic Plan: "Contribute to the Progress of Sustainable Economic Growth and Prosperity Throughout the County":

- Work with Townships to improve and sustain the villages and hamlets across the region.
- Support different forms of housing such as small apartments, affordable houses, and seniors housing.

Financial Implications

Not applicable

Organizations, Departments and Individuals Consulted and/or Affected

Planning and Economic Development Department, County of Frontenac

Township of North Frontenac

Township of Central Frontenac

Township of South Frontenac

Township of Frontenac Islands

Attachments

1. Draft By-Law to Amend the County of Frontenac Official Plan (Amendment Number 3) to support the use of communal services across Frontenac County.

By-Law Number 2023-XXX

of

The Corporation of the County of Frontenac

Being a By-Law to Amend the County of Frontenac Official Plan (Amendment Number 3, Communal Services)

Whereas the Municipal Act, 2001 (Ontario), as amended, (the “Act”) provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

Whereas Frontenac County has been investigating the use of communal water and sewer services to support new forms of residential, commercial, and industrial development across the region;

Whereas County staff are proposing an amendment to the County Official Plan to enable both the County and the Townships to be proactive in the use of communal services across the County;

Whereas the County held a statutory Public Meeting about the proposed Official Plan Amendment, as required by the *Planning Act*, on October 4th, 2023;

Now Therefore Be It Resolved That the Council of The Corporation of the County of Frontenac, in accordance with the provisions of Section 17 of the *Planning Act*, R.S.O. 1990.c.P.13, as amended, enacts as follows:

1. The County of Frontenac Official Plan is hereby amended by the following changes, which shall constitute Amendment Number 3 to the Official Plan:
 - a. **Add** the following new policy section and number it as Section 4.2.1.4.2:

“4.2.1.4.2 Communal Servicing

Communal services are systems that provide water and wastewater treatment to clusters of residences or businesses. They can be a less expensive alternative to centralized municipal services and a more environmentally friendly alternative to private on-site services. However, perceived obstacles have slowed the implementation of communal services in many jurisdictions. A key benefit of communal services is that they represent alternative water and wastewater servicing approaches that can provide the County and Townships with the innovative technology and flexibility to accommodate growth and achieve planning, environmental, and economic objectives.

Frontenac County has completed a Communal Servicing Study to demonstrate that the perceived obstacles - engineering, financial, risk management, planning - are just that, and to equip Frontenac with the tools necessary to enable redevelopment and new development on communal services. Communal water

and wastewater servicing (also known as decentralized servicing) offers the potential to allow for new development and infill across the County, including on village and hamlet main streets, addressing some of the challenges associated with centralized municipal services and with private on-site services. Most importantly, communal servicing has the potential to support more compact, land-efficient development than is possible with private servicing, at a lower cost than is possible with centralized municipal services, and enable the revitalization of Frontenac's communities.

The Communal Servicing Study demonstrated that development on communal services has many potential benefits for Frontenac and rural development.

For the Frontenac region, communal servicing enables:

- Increased development potential and growing the tax base;
- More water-sensitive design and other approaches to meet sustainability objectives;
- A broader range of housing types and commercial development to allow for complete communities;
- Reduced municipal service delivery costs to residents (e.g. garbage collection, snow removal); and
- A new approach to managing financial risk.

For builders, communal servicing allows for more:

- Flexibility to address different market segments;
- Feasible servicing approaches for developments in hard-to-service areas; and
- Guidance and certainty on servicing.

Citizens that reside in a neighbourhood with communal services can:

- Have stable and continual safe operation in their water and wastewater treatment systems;
- Have a wider choice of housing options, allowing for aging in place; and
- Recognize that water resources are being appropriately stewarded.

Frontenac has created a Municipal Services Corporation (MSC) under the Ontario Municipal Act, with the County and four Townships as shareholders. The MSC allows for the operation of a public utility that will manage and operate all future development on communal services. Frontenac County is the first regional jurisdiction in Ontario that has created a utility to develop a singular approach to supporting new development on communal services.

4.2.1.4.2.1 Policies

- a. The County supports new development on communal services across the entire region, with the Municipal Service Corporation assuming and maintaining new water and wastewater services.

- b. New residential subdivision proposals in settlement areas identified in the Township Official Plans shall be created on communal services, wherever feasible, to achieve a density that is compatible.
- c. Communal services may also be considered by the Townships to service parts or the whole of existing villages, including main street improvements.
- d. Communal services shall be the primary servicing method for new large scale commercial development and industrial/business parks.
- e. Township Official Plans shall include policies to support the use and location of communal services, including:
 - 1) Specific settlement areas where communal services shall be required;
 - 2) How communal services can be used to create new forms of housing in settlement areas, and the requirement for different forms of housing (e.g., apartments, townhouses, tiny homes, mixed use development, etc.), including policies about the scale and density of development;
 - 3) Rural areas, with policies that establish criteria for the type and maximum density of rural residential development;
 - 4) Waterfront development or redevelopment, including policies about the scale and density of development; and
 - 5) The studies and plans required to demonstrate that communal servicing for a proposed project is appropriate and will have no negative impacts.”
- 2. This by-law shall come into force and take effect on the date of final passing by the Council of the the Corporation of the County of Frontenac, subject to the provisions of the *Planning Act, R.S.O., 1990.c.P.13*, as amended.

Read a first and second time this 18th day of October 2023.

Read a third time and finally passed this 18th day of October 2023.

The Corporation of the County of Frontenac

<hr style="width: 80%; margin: 0 auto;"/> <p>Fran Smith, Deputy Warden</p>	<hr style="width: 80%; margin: 0 auto;"/> <p>Jannette Amini, Clerk</p>
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County of Frontenac Official Plan Amendment #3 Communal Services

Planning & Economic Development Advisory Committee
Public Meeting - October 4th, 2023



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Frontenac – Villages and Hamlets

- No municipal water or sewer services
- Historical settlement areas -- building lots in village cores too small.
- Significant Public Infrastructure Investment
- Majority of Commercial Assessment



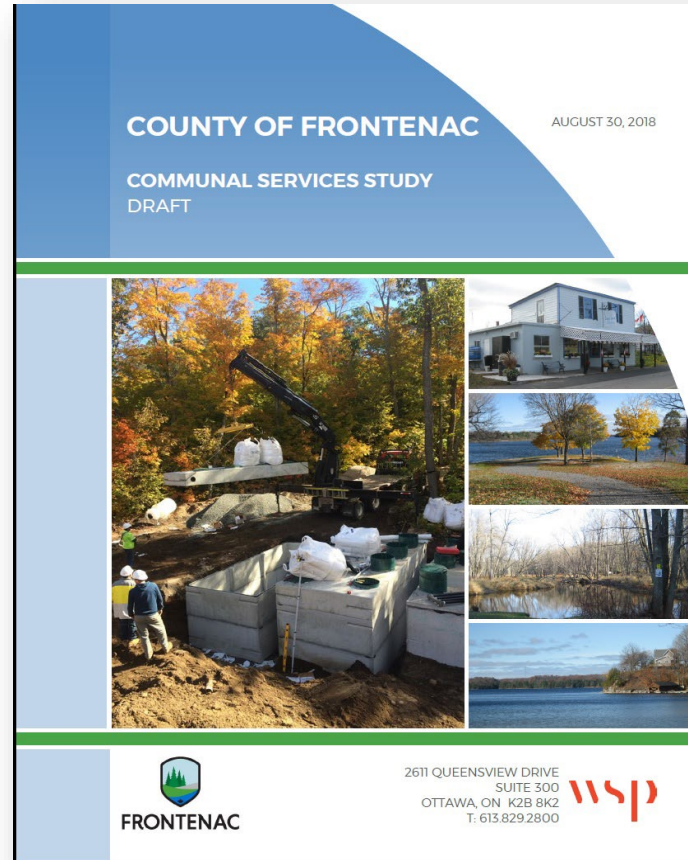
Frontenac – Villages and Hamlets (continued)

- *“Lack of municipal services in our villages challenges future community viability.”*

Source: Frontenac County Official Plan (2016)



Communal Services Study



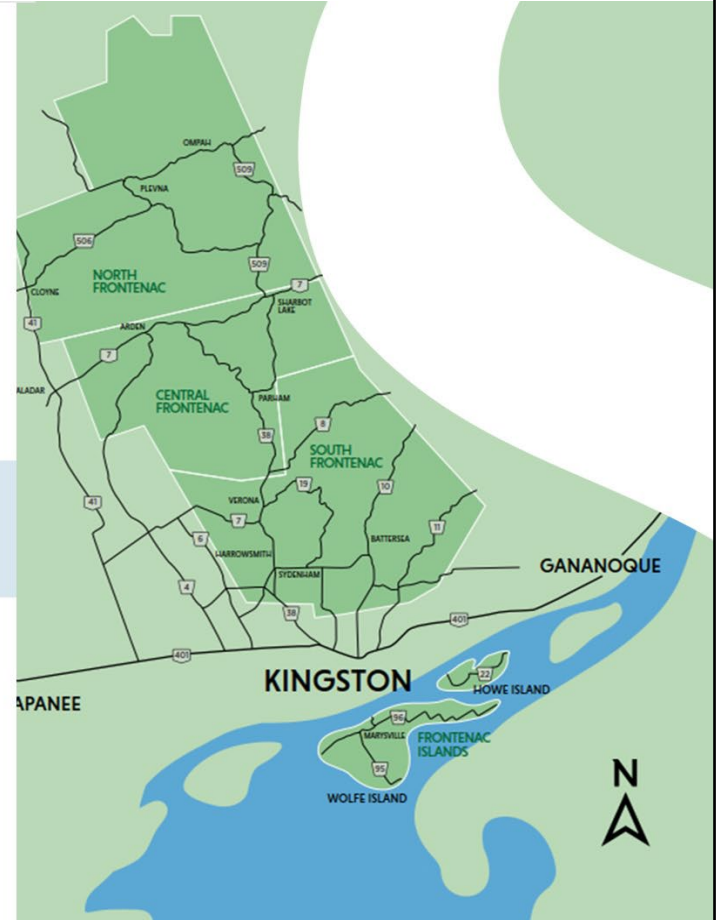
Governance Model



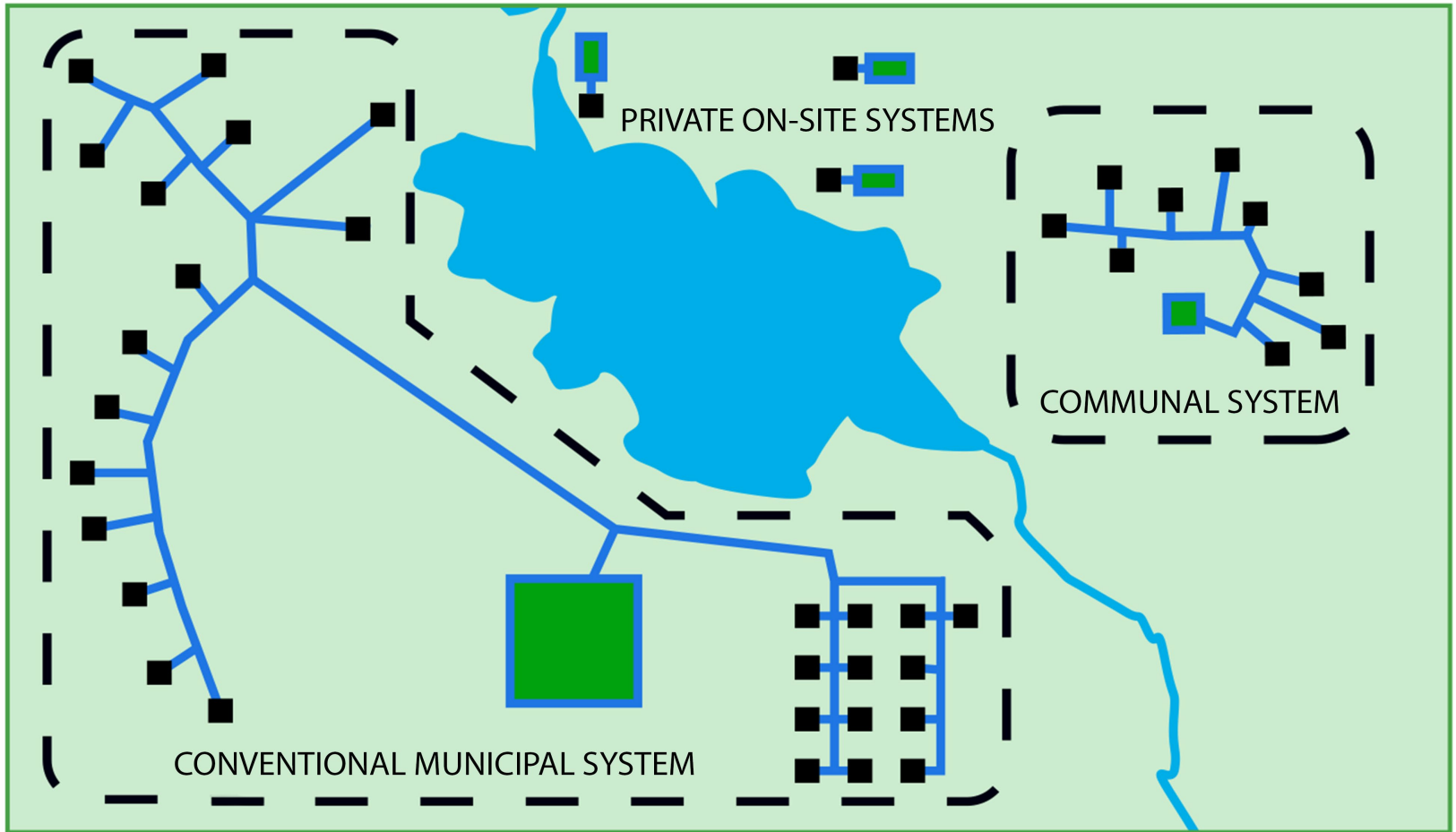
Communal Services Governance Model Study

Summary of Findings

21 April 2021



Types of Servicing



Communal Services Environmental Advantages

- Better environmental protection and public health than private on-site services
 - Fewer malfunctions, longer life
 - Regular maintenance – measure performance, monitor impact, fix problems early



Communal Services Community Planning Advantages

- Smaller lots = better fit into village/hamlet
- Strengthen local economy and community infrastructure (e.g., schools)
- “walkable communities”



Official Plan Amendment #3

Purpose of the amendment

- Supports new development or redevelopment across the Frontenac region.
- Allows for the opportunity for the four Townships to better consider a variety of housing types other than standard single detached houses, as the new development on communal water and sewer systems can allow for a higher density of development.



Official Plan Amendment #3

Purpose of the amendment (continued)

- Recognition that communal services can also be used to support new commercial and industrial development that would otherwise be not viable if required to use standard well and septic systems.
- The Official Plan Amendment also recognizes the creation of a regional public utility that will be formed to operate and manage these systems thereby insuring public oversight of this infrastructure rather than property-by-property private management.



Official Plan Amendment #3 Subdivision Proposals in Settlement Areas

- New residential subdivision proposals in settlement areas identified in the Township Official Plans shall be created on communal services, wherever feasible, to achieve a density that is compatible.



Official Plan Amendment #3 - Policies

Township Official Plans shall include policies to support the use and location of communal services, including:

- 1) Specific settlement areas where communal services shall be required;
- 2) How communal services can be used to create new forms of housing in settlement areas, and the requirement for different forms of housing (e.g., apartments, townhouses, tiny homes, mixed use development, etc.), including policies about the scale and density of development;



Official Plan Amendment #3 Policies (Continued)

- 3) Rural areas, with policies that establish criteria for the type and maximum density of rural residential development;
- 4) Waterfront development or redevelopment, including policies about the scale and density of development; and
- 5) The studies and plans required to demonstrate that communal servicing for a proposed project is appropriate and will have no negative impacts.



Questions ?

<https://engagefrontenac.ca/communal-services>





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Minutes of the Community Development Advisory Committee Meeting August 16, 2023

[Note: Minutes are not Verbatim, please refer to full video at
<https://www.youtube.com/watch?v=lfJTne72shg>]

A meeting of the Planning and Economic Development Advisory Committee was held in the Township of South Frontenac Council Chamber, 4432 George Street, Sydenham, ON, on Wednesday, August 16, 2023, at 10:00 AM

Present:

Councillor Fred Fowler
Councillor Judy Greenwood-Speers
Warden Ron Vandewal
Leona Fleischmann
Mike Hage
Phil Leonard
Jim McIntosh

Absent:

Deputy Warden Fran Smith

Staff Present:

Richard Allen, Manager of Economic Development
Jannette Amini, Manager of Legislative Services/Clerk
Sonya Bolton, Manager of Community Planning
Joe Gallivan, Director of Planning and Economic Development
Brieanna McEathron (Recording Secretary)
Debbi Miller, Community Development Officer
Kelly Pender, Chief Administrative Officer

1. Call to Order

The Deputy Chair called the meeting to order at 10:01 a.m.

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: Warden Vandewal

Seconded By: Mr. McIntosh

That the agenda for the August 16, 2023, 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 July 5, 2023

Moved By: Ms. Fleischmann

Seconded By: Mr. Leonard

That the minutes of the Planning and Economic Development Advisory Committee meeting held July 5, 2023, be adopted.

Carried

5. Deputations and/or Presentations

6. Briefings

7. Reports to the Planning Advisory Committee

- a) Mr. Jeff Buell**, Internet Performance Testing Program Manager, CIRA, addressed the Planning and Economic Development Advisory Committee regarding the CIRA Internet Performance Testing Program.

[See Reports to the Planning and Economic Development Advisory Committee, clause b)]

It was asked if the County is able to do this assessment ourselves through our current cell gap project. It was noted that this is broadband for internet services vs. cell gap for cell phone services.

It was asked if there is any incentive for the County or Townships to participate in this project. What population percentage would benefit from this information. It was

answered that a municipality has used this service to help residents qualify for subsidy grants and about 20% of the population would benefit.

It was asked if this information will be provided from the current service providers in the area or individually. It was answered that service providers indicate that they can offer a higher quality service than available. This CIRA Internet Performance Testing program provides the municipalities with an unbiased opinion.

It was asked about privacy for users. It was indicated that in their terms and agreements all information that will be collected is noted.

Mr. Allen noted that the purpose of this presentation is to allow the County and Townships to provide information to new or potential residents and businesses service information that will attract them to the area. This information allows for the County and Townships to provide them information about working from home and allows for a better communication strategy.

**b) 2023-094
Planning and Economic Development Advisory Committee
Business Updates**

Moved By: Councillor Greenwood-Speers
Seconded By: Mr. McIntosh

Be it Resolved That the committee recommends that Frontenac County participates in the Community Broadband Testing Program offered by CIRA;

And Further That the cost of the program be included in the Economic Development Department budget,

And Further That staff report back to the committee on the state of broadband in Frontenac County annually.

Carried

c) Staff Briefing: Mr. Richard Allen provided a briefing to the Planning and Economic Development Advisory Committee on the Destination Development Plan.

[See Reports to the Planning and Economic Development Advisory Committee, clause d)]

It was asked if the Economic Development team is directly involved in the Fancy in the Forest Event. Mr. Allen noted that we are not directly involved in this event but, would promote for this event if it was requested.

It was asked if the department has reached out to other organizations to help with the trail. Mr. Allen noted that there are current partnerships but, noted that the County ultimately, makes the decision who is dispatched depending on the issue at hand and therefore takes a lot of his time.

It was asked qualifications the new resource would have to support the needs of the Economic Development Team. Mr. Allen noted that the team would be looking for someone with a tourism background but, did not have interest in limiting this position's potential.

It was asked if the townships could take over the service of the trail; Mr. Allen noted that this question has been asked previously but, nothing came of this conversation.

It was asked if this position could be in a 1-year contract with the ability to extend it to full-time permanent. Mr. Allen noted that he will bring this to the County Council budget meeting as an option.

**d) 2023-095
Planning and Economic Development Advisory Committee
Destination Development Plan Implementation**

Moved By: Councillor Greenwood-Speers
Seconded By: Mr. Hage

Be It Resolved That the Committee recommend to County Council that the Economic Development Team continue implementation of the Destination Development Plan,

And Further That staff be directed to include Destination Plan implementation in the Planning & Economic Development Budget and Business Plan 2024-2028,

And Further That this committee supports the addition of a staff resource to start in 2024 to oversee tourism efforts in the County and to lead the implementation of this plan.

Carried

**e) 2023-096
Planning and Economic Development Advisory Committee
K&P Trail - Management Plan Maintenance Updates**

Moved By: Councillor Greenwood-Speers
Seconded By: Mr. McIntosh

Be It Resolved That the Planning and Economic Development Committee recommend that County Council update the maintenance requirements in section 4.1 of the Frontenac K&P Trail Management plan as outlined in this report,

And Further That the committee recommend to County Council that the 2024 K&P Trail Annual Maintenance Budget be adjusted accordingly;

And Further That a comprehensive review of the K&P Trail Management Plan be presented to the Planning and Economic Development Committee in early 2024.

And Further That the reference to the \$55,000 for dust suppression be removed and the amount be left generic.

Carried As Amended
(See motion to amend below which was Carried)

Motion to Amend

Moved By: Warden Vandewal
Seconded By: Councillor Greenwood-Speers

Be It Resolved That the motion be amended to add an additional clause as follows:

And Further That the reference to the \$55,000 for dust suppression be removed and the amount be left generic.

Carried

It was noted that targeted dust suppression would be a better option as the cost of \$55,000 was substantial.

It was asked if the calcium chloride is harmful to people or to pets. Mr. Allen noted that it is not recommended for animals to walk on this trail for 24 hours after application; this product is approved by the Ministry of Environment and there is no other alternative methods that are as effective.

f) **2023-097**
Planning and Economic Development Advisory Committee
Physician Recruitment Update

Moved By: Councillor Greenwood-Speers
Seconded By: Ms. Fleischmann

Be It Resolved That the Planning and Economic Development Committee advises County Council to establish a Physician Recruitment Reserve;

And Further That the committee recommends to County Council that an annual contribution of \$20,000 placed in the physician recruitment reserve, including the 2023 budget allocation;

And Further That the County formally include Physician Recruitment and Nurse Practitioner Recruitment as part of its 2024-2028 Workplan

Be it Resolved That the Physician Recruitment Reserve include Nurse Practitioners;

Carried As Amended
(See motion to amend below which was Carried)

Motion to Amend

Moved By: Councillor Greenwood-Speers
Seconded By: Mr. McIntosh

Be It Resolved That the motion be amended to add an additional clause as follows:

Be it Resolved That the Physician Recruitment Reserve include Nurse Practitioners;

And Further That “and Nurse Practitioner” be inserted after Physician Recruitment in the third resolve clause.

Carried

It was asked who will manage the physician recruitment program, Mr. Allen noted that if it is added as a priority to the Economic Development business plan it will be determined who in the department will take over this department.

**g) 2023-098
Planning and Economic Development Advisory Committee
Visit Frontenac**

Moved By: Ms. Fleischmann
Seconded By: Councillor Greenwood-Speers

Be It Resolved That the Planning and Economic Development Committee recommends that County Council proceed with the development of a new tourism website for Visit Frontenac in 2024

Carried

**h) 2023-100
Planning and Economic Development Department
Official Plan Amendment No. 3 – County of Frontenac Official Plan --
Communal Services Policies**

Moved By: Warden Vandewal
Seconded By: Mr. Hage

Be It Resolved That the County of Frontenac Planning Advisory Committee set a date for a Public Meeting with respect to Official Plan Amendment #3 to the Frontenac County Official Plan – Communal Services Policies;

And Further That the Committee set the date for the Public Meeting to be Wednesday, October 4th to be held at South Frontenac Township Council Chambers;

And Further That the Committee direct staff to prepare the public meeting notice and circulate the notice to technical agencies and advertise as per the requirements of the Planning Act.

Carried

i) **2023-099**
Planning and Economic Development Advisory Committee
DRAFT Director of Planning and Economic Development - 2024 Work Plan

Moved By: Councillor Greenwood-Speers
Seconded By: Mr. McIntosh

That the County of Frontenac Planning and Economic Development Advisory Committee recommend to County Council the approval of the 2024 work plan for the Planning and Economic Development;

And Further That the Director provide an overview to County Council as part of the 2024 budget deliberations as well as the Councils of the three municipalities which the department provides planning services.

Deferred to the October 4, 2023 meeting
(See motion to defer below which was Carried)

Motion to Defer

Moved By: Warden Vandewal
Seconded By: Mr. McIntosh

That the motion be deferred until the Wednesday, October 4, 2023, Planning and Economic Advisory Committee Meeting.

Carried

8. Communications

- a) Correspondence received from Debbi Miller, Community Development Officer regarding the 2023 Open Farms News Release

[Distributed to Members of the Planning and Economic Development Advisory Committee August 3, 2023]

9. Other Business

Mr. Richard Allen noted that the Economic Development Committee launched their nomination form for the Frontenac Business Awards this week and is looking for committee members to sit on the decision-making committee to pick a winner.

10. Next Meeting

- a) The next meeting of the Planning and Economic Development Advisory Committee is scheduled for Wednesday, October 4, 2023, at the Township of South Frontenac Council Chamber.

11. Adjournment

Moved By: Mr. McIntosh
Seconded By: Councillor Greenwood-Speers

That the meeting here adjourn at 11:56 p.m.

Carried



Report 2023-109

Planning Advisory Committee Recommend Report

To: Chair and Members of Planning & Economic Development Advisory Committee

From: Joe Gallivan, Director, Planning & Economic Development

Prepared by: Sonya Bolton, Manager of Community Planning

Date of meeting: October 4, 2023

Re: **Planning and Economic Development Department – Official Plan Amendment – County of Frontenac Official Plan – Communal Services**

Recommendation

Be It Resolved That the County of Frontenac Planning Advisory Committee recommends to County Council:

That the draft by-law, included as Attachment 1 to Report Number 2023-109, adopting Official Plan Amendment Number 3 to the County of Frontenac Official Plan, to recognize the use of communal water and wastewater services for new development across Frontenac County, **be approved**; and,

That the Official Plan of the County of Frontenac, as amended, be further amended as per the draft by-law in Attachment 1 to Report Number 2023-109, being Official Plan Amendment Number 3 for the County of Frontenac Official Plan.

Background

The purpose of Official Plan Amendment Number 3 (OPA #3) is to add a new policy section to the County Official Plan to support new development using communal water and wastewater services. A copy of the draft by-law for the amendment is included as Attachment 1 to this report.

Communal services are systems that provide water and wastewater treatment to clusters of residences or businesses. They can be a less expensive alternative to centralized municipal services and a more environmentally friendly alternative to private

on-site services. However, perceived obstacles have slowed the implementation of communal services in many jurisdictions. A key benefit of communal services is that they represent alternative water and wastewater servicing approaches that can provide the County and Townships with the innovative technology and flexibility to accommodate growth and achieve planning, environmental, and economic objectives.

County Council originally supported the initiation of the Communal Services Study as part of the 2017 budget process. One of the primary purposes of initiating this work was to demonstrate that the perceived obstacles - engineering, financial, risk management, planning - are just that, and to equip Frontenac with the tools necessary to enable redevelopment and new development on the basis of communal services.

Communal water and wastewater servicing offers the potential to allow for new development and infill across the County, including on village and hamlet mainstreets, addressing some of the challenges associated with centralized municipal services and with private on-site services. Most importantly, communal servicing has the potential to support more compact, land-efficient development than is possible with private servicing, at a lower cost than is possible with centralized municipal services and enable revitalization of the Frontenac's communities.

Frontenac is creating a Municipal Services Corporation (MSC) under the Ontario Municipal Act, with the County and four Townships as shareholders. The MSC will allow for the operation of a public utility that will manage and operate all future development on communal services. Frontenac County is the first regional jurisdiction in Ontario that has created a utility to develop a singular approach to supporting new development on communal services.

As demonstrated in the work that has done by Frontenac in the past six years, the implementation of development on communal services and the creation of the MSC have many potential benefits for Frontenac. The proposed Official Plan amendment is to formally recognize in policy the work that has been done by Frontenac on this initiative, that the County supports communal services as a preferred form of servicing, provide options where new development on communal services may take place, and confirm that the Township Official Plans will establish new policy to determine where communal service development should be permitted.

A copy of the draft by-law for the amendment is included as Attachment 1 to this report. All background material related to the work the County has done on communal services can be found on the Engage Frontenac website at the following link: [Communal Services](#).

Comment

Public Meeting

The purpose of the report is to provide information about the proposed amendment to the Planning and Economic Development Advisory Committee and members of the public. The statutory public meeting required by the *Planning Act* is scheduled for October 4, 2023. At this meeting, County staff will provide a brief presentation about the

proposed amendment. After the presentation, staff will address questions from the Committee, as well as members of the public.

Subject to any concerns being raised at the public meeting, staff will be making a recommendation to the Planning and Economic Development Advisory Committee regarding the Official Plan Amendment at the same meeting. The recommendation of the committee will be presented to County Council at their next regular meeting.

Notification and Appeal Rights

As required by the *Planning Act*, a notice of the statutory public meeting was provided by advertisement in the *Frontenac News*, 20 days in advance of the public meeting. In addition, the notice was also posted on the County of Frontenac's website at the following link: [Public Meeting Notice for Official Plan Amendment Number 3](#).

Anyone who attends the public meeting may make verbal comments and/or provide a written submission about the proposed amendment. Also, any person may make written submissions at any time before County Council makes a decision on the amendment.

If a person or public body does not make oral submissions at a public meeting, if one is held, or make written submissions to the County of Frontenac in respect of the proposed Official Plan Amendment before the approval authority gives or refuses to give approval to the Official Plan Amendment, the person or public body is not entitled to appeal the decision of the County of Frontenac to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting, if one is held, or make written submissions to County of Frontenac in respect of the proposed Official Plan Amendment before the approval authority gives or refuses to give approval to the Official Plan Amendment, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Anyone wishing to be notified of County Council's decision on the subject amendment must submit a request to:

Joe Gallivan, Director of Planning & Economic Development
County of Frontenac
Planning and Economic Development Department
2069 Battersea Road
Glenburnie, ON K0H 1S0
613-548-9400, extension 350
Email: planning@frontenacounty.ca

Technical Comments

The public meeting notice and draft Official Plan Amendment were circulated to the lower tier municipalities, adjacent municipalities, and all other agencies as required by the Planning Act. As of the time of writing this report, staff have not received any questions or comments about the proposed amendment from any technical agencies or other municipalities.

Public Comments

As noted above, notice of the public meeting about the draft Official Plan Amendment was published in Frontenac News in accordance with the requirements of the Planning Act. As of the time of writing this report, staff have not received any questions or comments about the proposed amendment from members of the public.

Policy Review

Official Plan Amendments are required to be consistent with the Provincial Policy Statement, 2020 and conform to the County of Frontenac Official Plan.

a. Provincial Policy Statement (2020)

The Provincial Policy Statement (PPS) provides direction on matters of provincial interest related to land use planning and development. The PPS promotes the wise use and management of resources, efficient land use and development patterns that support strong, liveable, and healthy communities, and the protection of the environment and public health and safety. Under Section 3 of the Planning Act, all municipal decisions regarding planning applications “shall be consistent with” applicable provincial policy.

Section 1.6.6 of the PPS sets out policies for sewage and water services. Section 1.6.6.3 states that where municipal water and sewage services are not available, then communal servicing is the preferred form of servicing for multi-unit or multiple lot developments. Adding the proposed policy that is part of draft OPA #3 in Attachment 1 will support this provincial policy.

Creation of the MSC and the polices proposed through OPA #3 also support other policies of the PPS:

- Allowing settlement areas, including rural settlement areas, to be the focus of growth and development (Sections 1.1.3.1 and 1.1.4.2).
- Accommodating an appropriate range and mix of housing in rural settlement areas (Section 1.1.4.1.c).
- Promoting economic development and competitiveness (Section 1.3.1).
- Maintaining and enhancing the vitality of main streets (1.7.1.d).

It is the opinion of County planning staff that the Official Plan Amendment being considered is consistent with the policies of the PPS.

b. County of Frontenac Official Plan (2016)

The County of Frontenac Official Plan is a framework for guiding development in the County through the management and protection of the natural environment and by providing direction and influence on growth patterns. It is focused on the six themes of economic sustainability, growth management, community building, housing and social services, heritage and culture, and environmental sustainability.

Section 4.2.1 of the Plan contains policies with respect to long range planning for municipal services. The policies supporting the use of communal services and the creation of a regional public utility to manage them is proposed to be included in this policy section (new policy 4.2.1.4.2). It is the opinion of planning staff that the Official Plan Amendment supports a sustainable form of municipal servicing that is applicable to the rural environment of the region and conforms to the general intent of the County of Frontenac Official Plan.

Planning Analysis

The proposed OPA #3 outlined in Attachment 1 will support new development or redevelopment across the Frontenac region utilizing communal services. It will allow for the opportunity for the four Townships to better consider a variety of housing types other than standard single detached houses, as the new development on communal water and sewer systems can allow for a higher density of development. Communal services can also be used to support new commercial and industrial development that would otherwise be not viable if required to use standard wells and septic systems. The Official Plan Amendment also recognizes the creation of a regional public utility that will be formed to operate and manage these systems thereby insuring public oversight of this infrastructure rather than property-by-property private management.

It is the opinion of County planning staff that the Official Plan Amendment to support development on communal services is consistent with the Provincial Policy Statement and conforms to the general intent of the County of Frontenac Official Plan. Therefore, County planning staff are recommending that the Planning and Economic Development Advisory Committee recommend that County Council approve Official Plan Amendment Number 3 to the County of Frontenac Official Plan.

Strategic Priority Implications

OPA #3 supports priority 2 of County Council's Strategic Plan: "Contribute to the Progress of Sustainable Economic Growth and Prosperity Throughout the County":

- Work with Townships to improve and sustain the villages and hamlets across the region.
- Support different forms of housing such as small apartments, affordable houses, and seniors housing.

Financial Implications

Not applicable

Organizations, Departments and Individuals Consulted and/or Affected

Planning and Economic Development Department, County of Frontenac

Township of North Frontenac

Township of Central Frontenac

Township of South Frontenac

Township of Frontenac Islands

Attachments

1. Draft By-Law to Amend the County of Frontenac Official Plan (Amendment Number 3) to support the use of communal services across Frontenac County.

By-Law Number 2023-XXX

of

The Corporation of the County of Frontenac

Being a By-Law to Amend the County of Frontenac Official Plan (Amendment Number 3, Communal Services)

Whereas the Municipal Act, 2001 (Ontario), as amended, (the “Act”) provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

Whereas Frontenac County has been investigating the use of communal water and sewer services to support new forms of residential, commercial, and industrial development across the region;

Whereas County staff are proposing an amendment to the County Official Plan to enable both the County and the Townships to be proactive in the use of communal services across the County;

Whereas the County held a statutory Public Meeting about the proposed Official Plan Amendment, as required by the *Planning Act*, on October 4th, 2023;

Now Therefore Be It Resolved That the Council of The Corporation of the County of Frontenac, in accordance with the provisions of Section 17 of the *Planning Act*, R.S.O. 1990.c.P.13, as amended, enacts as follows:

1. The County of Frontenac Official Plan is hereby amended by the following changes, which shall constitute Amendment Number 3 to the Official Plan:
 - a. **Add** the following new policy section and number it as Section 4.2.1.4.2:

“4.2.1.4.2 Communal Servicing

Communal services are systems that provide water and wastewater treatment to clusters of residences or businesses. They can be a less expensive alternative to centralized municipal services and a more environmentally friendly alternative to private on-site services. However, perceived obstacles have slowed the implementation of communal services in many jurisdictions. A key benefit of communal services is that they represent alternative water and wastewater servicing approaches that can provide the County and Townships with the innovative technology and flexibility to accommodate growth and achieve planning, environmental, and economic objectives.

Frontenac County has completed a Communal Servicing Study to demonstrate that the perceived obstacles - engineering, financial, risk management, planning - are just that, and to equip Frontenac with the tools necessary to enable redevelopment and new development on communal services. Communal water

and wastewater servicing (also known as decentralized servicing) offers the potential to allow for new development and infill across the County, including on village and hamlet main streets, addressing some of the challenges associated with centralized municipal services and with private on-site services. Most importantly, communal servicing has the potential to support more compact, land-efficient development than is possible with private servicing, at a lower cost than is possible with centralized municipal services, and enable the revitalization of Frontenac's communities.

The Communal Servicing Study demonstrated that development on communal services has many potential benefits for Frontenac and rural development.

For the Frontenac region, communal servicing enables:

- Increased development potential and growing the tax base;
- More water-sensitive design and other approaches to meet sustainability objectives;
- A broader range of housing types and commercial development to allow for complete communities;
- Reduced municipal service delivery costs to residents (e.g. garbage collection, snow removal); and
- A new approach to managing financial risk.

For builders, communal servicing allows for more:

- Flexibility to address different market segments;
- Feasible servicing approaches for developments in hard-to-service areas; and
- Guidance and certainty on servicing.

Citizens that reside in a neighbourhood with communal services can:

- Have stable and continual safe operation in their water and wastewater treatment systems;
- Have a wider choice of housing options, allowing for aging in place; and
- Recognize that water resources are being appropriately stewarded.

Frontenac has created a Municipal Services Corporation (MSC) under the Ontario Municipal Act, with the County and four Townships as shareholders. The MSC allows for the operation of a public utility that will manage and operate all future development on communal services. Frontenac County is the first regional jurisdiction in Ontario that has created a utility to develop a singular approach to supporting new development on communal services.

4.2.1.4.2.1 Policies

- a. The County supports new development on communal services across the entire region, with the Municipal Service Corporation assuming and maintaining new water and wastewater services.

- b. New residential subdivision proposals in settlement areas identified in the Township Official Plans shall be created on communal services, wherever feasible, to achieve a density that is compatible.
- c. Communal services may also be considered by the Townships to service parts or the whole of existing villages, including main street improvements.
- d. Communal services shall be the primary servicing method for new large scale commercial development and industrial/business parks.
- e. Township Official Plans shall include policies to support the use and location of communal services, including:
 - 1) Specific settlement areas where communal services shall be required;
 - 2) How communal services can be used to create new forms of housing in settlement areas, and the requirement for different forms of housing (e.g., apartments, townhouses, tiny homes, mixed use development, etc.), including policies about the scale and density of development;
 - 3) Rural areas, with policies that establish criteria for the type and maximum density of rural residential development;
 - 4) Waterfront development or redevelopment, including policies about the scale and density of development; and
 - 5) The studies and plans required to demonstrate that communal servicing for a proposed project is appropriate and will have no negative impacts.”
- 2. This by-law shall come into force and take effect on the date of final passing by the Council of the the Corporation of the County of Frontenac, subject to the provisions of the *Planning Act, R.S.O., 1990.c.P.13*, as amended.

Read a first and second time this 18th day of October 2023.

Read a third time and finally passed this 18th day of October 2023.

The Corporation of the County of Frontenac

<hr style="width: 80%; margin: 0 auto;"/> <p>Fran Smith, Deputy Warden</p>	<hr style="width: 80%; margin: 0 auto;"/> <p>Jannette Amini, Clerk</p>
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FRONTENAC



2024 – 2028 Business Plan Planning & Economic Development

County of Frontenac – Department Presentation
FINAL September 2023

Department Objectives

1. Integrate land use planning and economic development actions
2. Implement **strategic, regional planning policy**
3. Develop and support innovative regional projects that can bring vitality to Frontenac County
4. Work collaboratively with member Townships to enhance service levels
5. Manage workload capacity

Department Objectives (continued)

6. Continue to provide sound planning opinions to County and Township Councils
7. Engage and support the Frontenac business community
8. Attract new businesses, residents and visitors to Frontenac County.
9. Use the themes identified in the Charter for Economic Development to focus economic development activity.
10. Manage & Develop the K&P Trail as a strategic Economic Development initiative.





Planning Priorities

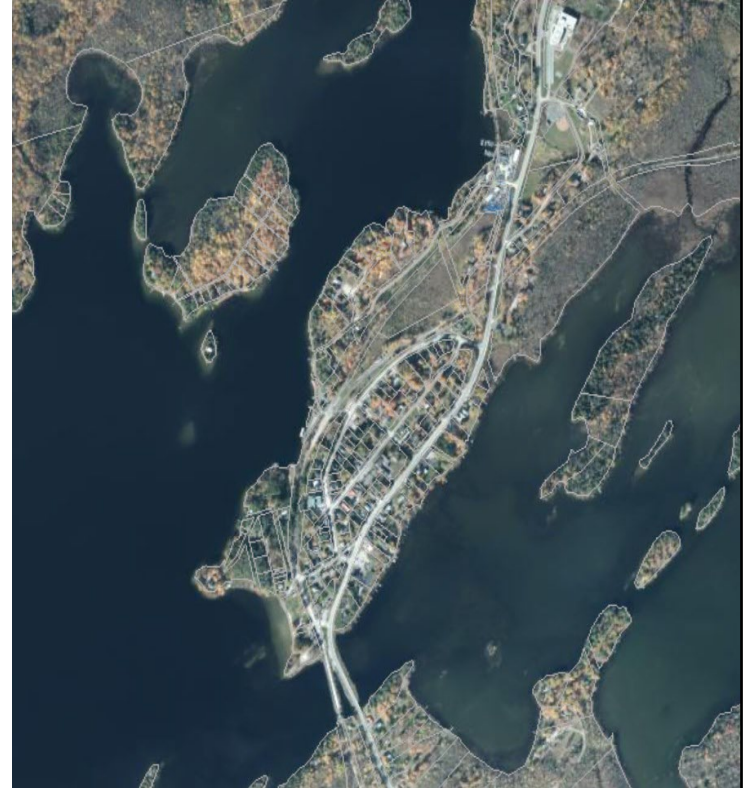


- Champion regional planning priorities
- Work with Townships to plan and deliver 'good planning' and growth opportunities
- Work to foster economic prosperity by collaborating with economic development
- Develop and support a planning approvals system that is consistent across the region and easy to access for both citizens and investors.

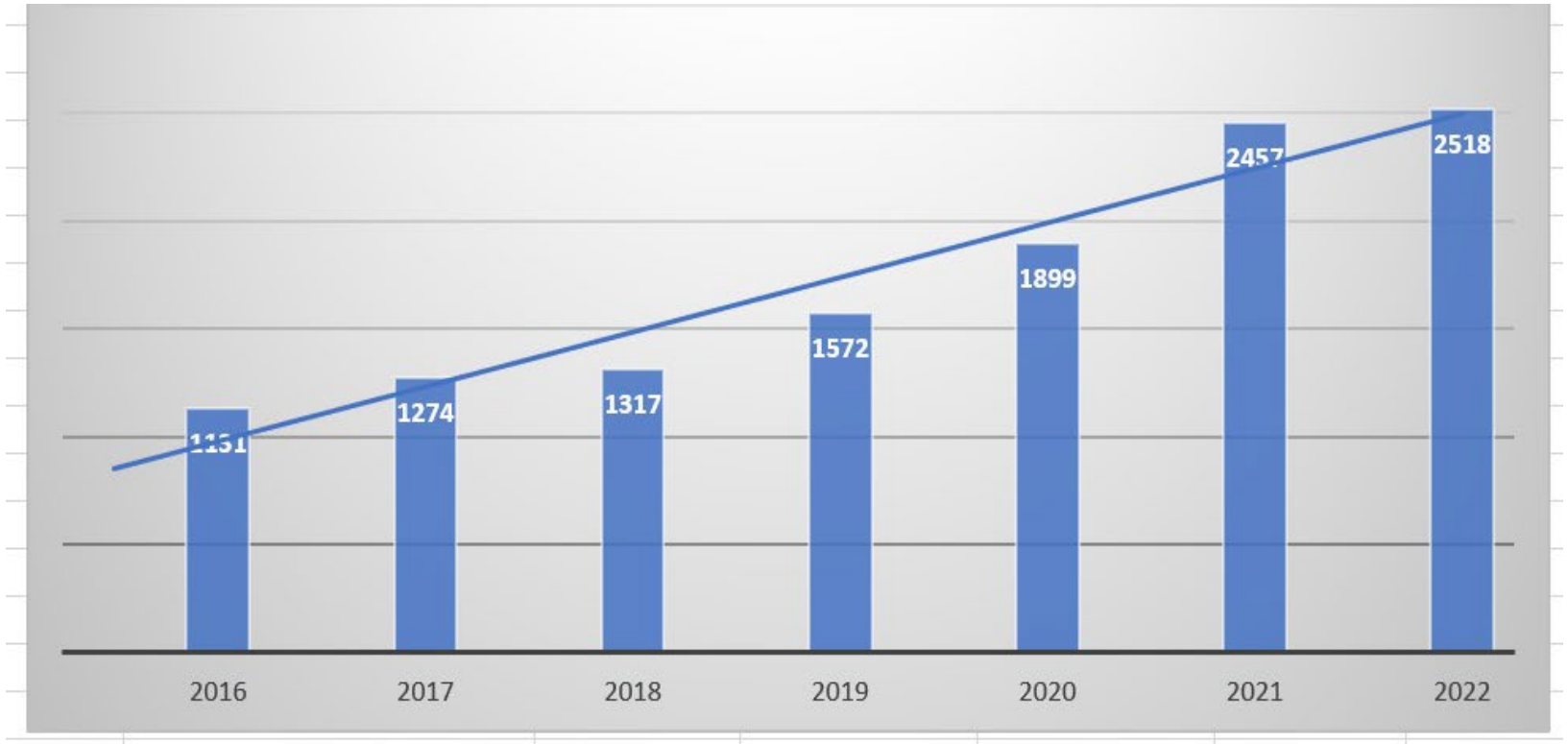


2023 Achievements

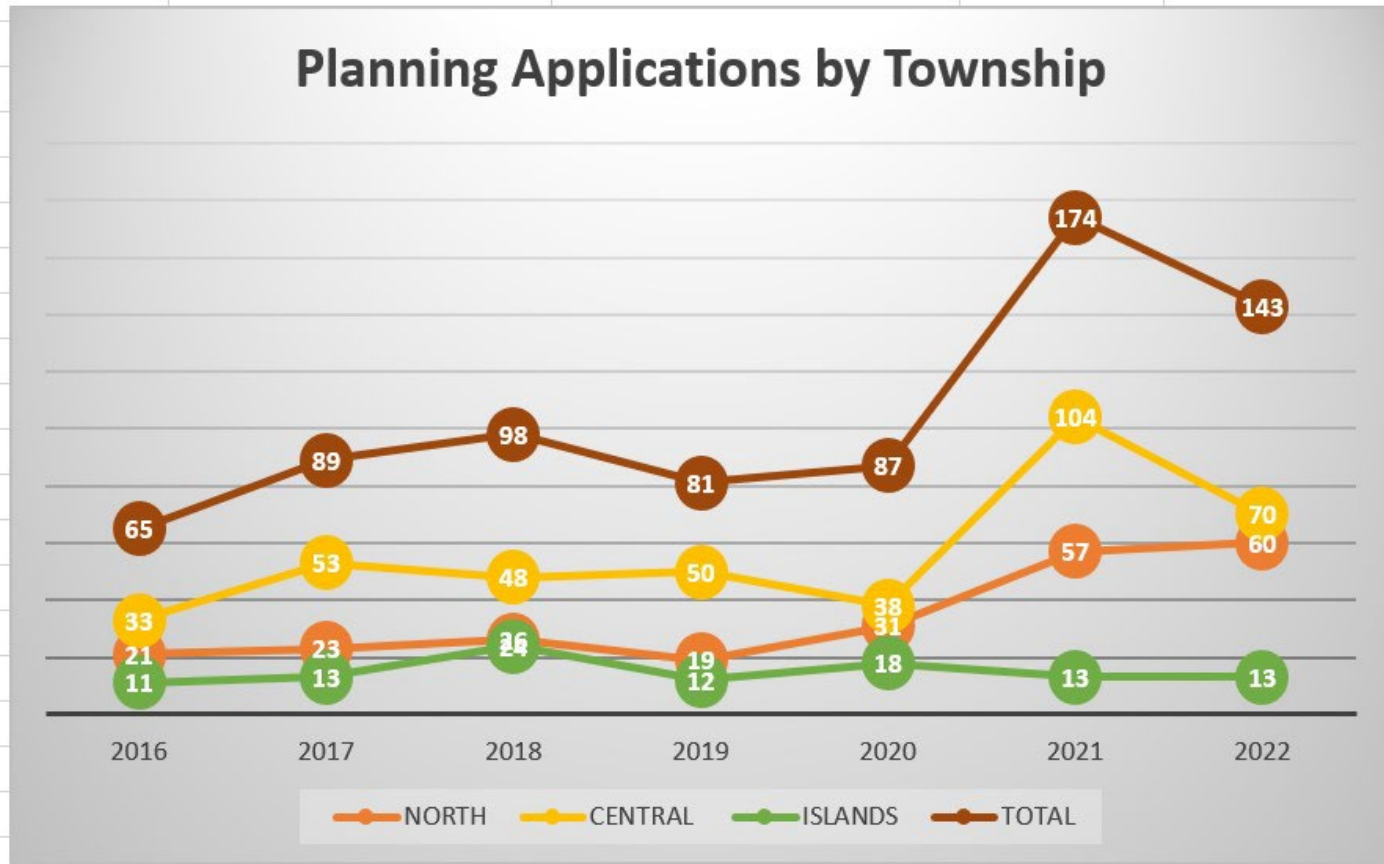
- Communal Services – Municipal Services Corporation endorsed by the County and all 4 Townships
- Ontario Planning Legislation Changes
- Review of planning fees for the townships
- Sharbot Lake – community engagement on the future uses for the former school site
- Continued high volume of planning applications



Township Planning Hours



Township Application Numbers



Township Planning Work

- Development/planning applications continue to be steady in terms of volume; numbers have not returned to pre-pandemic levels.
- Official Plan Reviews
 - » South Frontenac 2021-2023 (County approval authority)
 - » Frontenac Islands – expected start-up 2023/2024
- Major Projects
 - » Marysville Secondary Plan implementation
 - » Central Frontenac Zoning By-Law – Housekeeping Amendments
 - » Sharbot Lake former public school site redevelopment
 - » North Frontenac Zoning By-Law – Housekeeping Amendments

County Planning Work

- Major projects
 - » Communal Services (roll out in 2024)
 - » Natural Heritage Study (2023-2024)
 - » Community Planning Permit System Implementation (2024)
 - » Population Projections (every 5 years)
 - » Regional Community Improvement Plan (CIP) (2023-2024)
- County Official Plan update (2024 to 2025)
- Subdivision activity
 - » Could increase if municipal services corporation put in place by end of 2023.



Risk Analysis and Mitigation - Planning

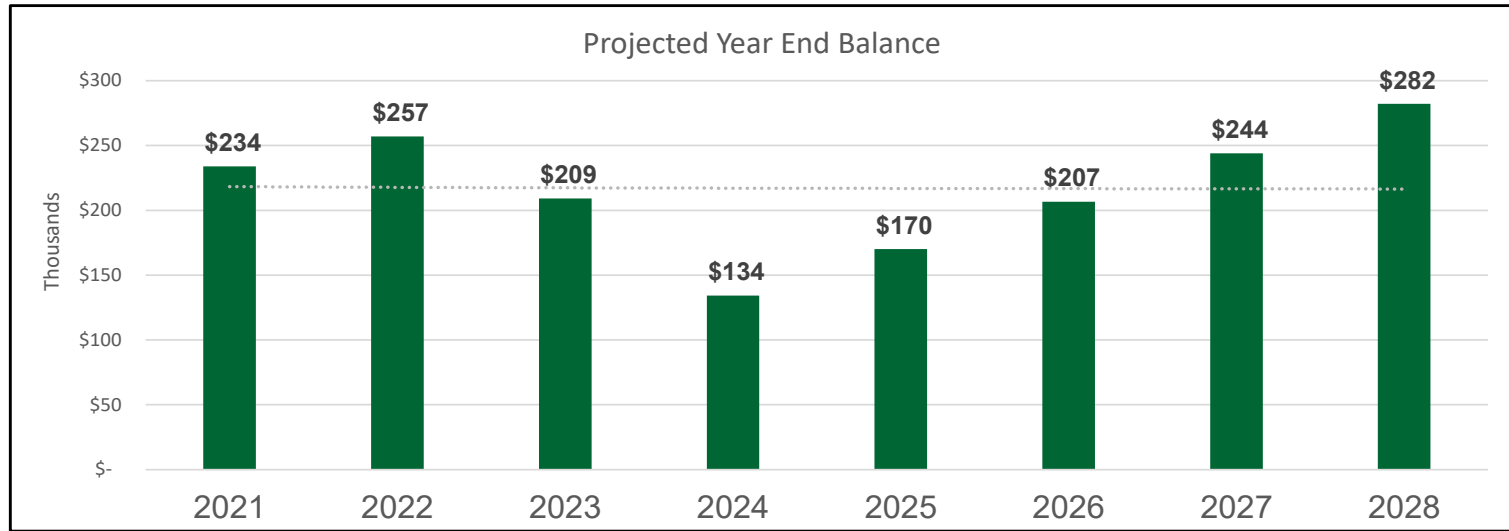
Level	Issue
Advisement	<p data-bbox="452 354 1367 396">Delays to Timelines for Planning Applications</p> <ul data-bbox="452 431 1595 668" style="list-style-type: none"><li data-bbox="452 431 1595 565">• Volume of planning applications for 3 Townships expected to continue to be steady and higher than pre-pandemic levels.<li data-bbox="452 576 1595 668">• Risk of delays in planning applications for the 3 Townships being reviewed within Planning Act timelines (Bill 109)
Mitigation	
<p data-bbox="220 753 861 796">Delays to Planning Applications</p> <ul data-bbox="220 831 1549 1016" style="list-style-type: none"><li data-bbox="220 831 1306 873">• Adopt Community Planning Permit System (in process)<li data-bbox="220 879 1298 922">• Delegate some planning approvals to staff (in process)<li data-bbox="220 928 1549 1016">• Work with Township staff to make internal process improvements for receiving and processing planning applications	

Risk Analysis and Mitigation – Planning

Level	Issue
Caution	Delays to Strategic Initiatives <ul style="list-style-type: none">• Major policy reviews continue to be delayed/suspended• Only 11% of time in 2022 dedicated to policy work• Housekeeping updates and consolidation not occurring

Mitigation
Delays to Strategic Initiatives <ul style="list-style-type: none">• Townships may need to retain consultants to do policy work depending on workload (e.g., Central Frontenac Zoning By-law update)

Sustainability Reserve



From 2024-2028, these projects are planned to be supported by reserve:
- Natural Heritage Study (2024)



Charter for Economic Development (2015)



Trips and Trails

Providing safe community linkages for recreation, active transportation and tourism will provide opportunities for business and assessment growth.



Food and Beverage

Food and beverage products that are grown, processed and sold locally, regionally and internationally will reinforce the character and reputation of the Frontenac Region, while providing local jobs and support for tourism.



Recreation Lifestyle

Promotion of the Frontenac lifestyle, with access to the natural beauty and amenities of the region will appeal to families and businesses. This lifestyle will be complemented by a “connected” community.

Economic Development Services

- Business Support Services
- Investment Attraction
- Destination Management
- Open Farms
- K&P Trail
- Administration & Business Planning



Business Support

2023 Achievements

- Annual survey
- Weekly communications
- Experience Workshop
- Wolfe Island FAM Tour
- 2nd annual business awards
- 75 business support requests responded to

Business Plan Focus for 2024-2028

- Business surveys
- Weekly communications
- Increased opportunities for in person networking & education
- Business Awards



Investment Attraction

Business Plan Focus 2024-2028

- Finalize County-wide Community Improvement Plan Strategy and Complete implementation
- Trail Neighbouring Land-Use Policy Opportunity Review
- Trails Market Readiness Assessment & Investment Plan via Trans Canada Trail
- ***Physician Recruitment (if additional staff capacity is available)*



Ongoing Project: County-wide Community Improvement Plan

The County-wide Community Improvement plan will provide both existing businesses and prospective new businesses with incentives to invest or grow in alignment with the Charter for Economic Development and Council's Strategic Priorities.

- Strategy Approval (Q1 2024)
- Policy Implementation (2024)
- Program Launch (2025)



Tourism

2023 Achievements

- Tourism Brand Development
- Frontenac Discovery Guide Promotion
- Evolution of Open Farms

Business Plan Focus 2024-2028

- *Website Refresh*
- *Implementation of Destination Development Plan*



Destination Management Plan Implementation

The various responsibilities outlined in the plan require a dedicated tourism resource to oversee Tourism development and marketing, including the development of a new tourism website.

Project Proposals 2024:

- Community Development Officer
- Tourism Website Refresh



Open Farms

2023 Achievements:

- Dedicated event website launched
 - www.openfarms.ca
 - 79 Event listings, including Farmers Markets
 - 18 Farms, businesses, community groups
- Event coordinated in partnership with Township of South Frontenac, City of Kingston and Tourism Kingston

Next to trail responsibilities, Open Farms continues to be the second-highest use of Economic Development Team's time.



Missed Opportunities

Due to the growing number of responsibilities and initiatives in the Economic Development Team business plan, it is difficult to respond to challenges or opportunities as they arise.

- Additional Familiarization Tours in different areas of Frontenac County
- Film & Television Development.
- More support for Doctor Recruitment
- Additional agricultural initiatives – such as farm familiarization tours
- Destination Development Plan Implementation
- Delayed completion of County-wide Community Improvement Plan



Risk Analysis and Mitigation – Economic Development

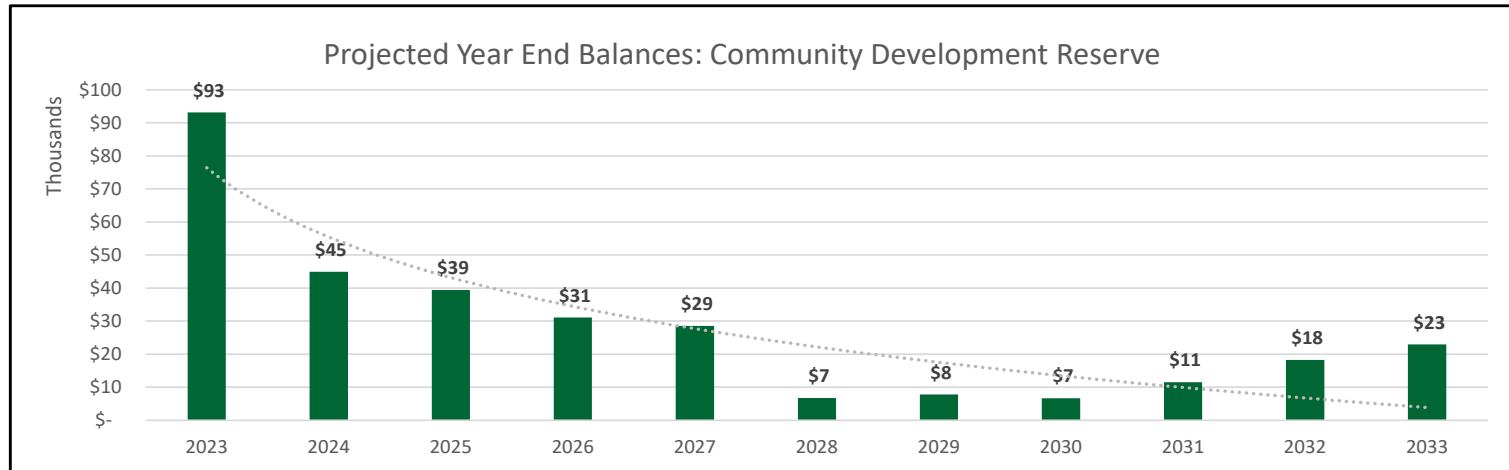
Level	Issue
Risk	Staff Capacity
Mitigation	
<ul style="list-style-type: none">• Hire an additional Community Development Officer (see project proposal)• Continue to utilize project management contractor to assist with trail management and maintenance• Increase the Summer Student Staff Complement	

Community Development Reserve

The Community Development Reserve has been instrumental in the sustainability and growth of various Economic Development initiatives including the creation and sustainment of the Ambassador program.

From 2024-2028, these projects are planned to be supported by reserve:

- Execution of County-wide Community Improvement Plan (2024-2029)
- Tourism Website Refresh (2024)



Intangibles to Business Plan 2024 - 2028

- Economic Development Partner Collaboration
- Capacity to implement Destination Plan Recommendations
- K&P Trail – Increased Work & Management Demands
- Volume of Planning Applications
- Township Planning Policy Work
- Ontario Land Tribunal (OLT) Appeals
- Provincial Planning Legislation Changes 2024 – Natural Heritage and Environment policies

Questions?



Report 2023-099

Committee Recommend Report

To: Chair and Member, Planning Advisory Committee
From: Kelly Pender, Chief Administrative Officer
Prepared by: Joe Gallivan, Director of Planning and Economic Development
Date of meeting: August 16, 2023
Re: **Planning and Economic Development Advisory Committee –
Planning and Economic Development 2024 – 2028 Business
Plan**

Recommendation

That the County of Frontenac Planning and Economic Development Advisory Committee recommend to County Council the approval of the Planning and Economic Development 2024 – 2028 Business Plan; and

And Further That the Director of Planning and Economic Development provide an overview to County Council as part of the 2024 budget deliberations as well as the Councils of the three municipalities which the department provides planning services.

Background

The purpose of this report is to provide the Planning and Economic Development Advisory Committee with a projection of the workload and key initiatives for the Department.

This report is intended to provide the Committee with the opportunity to provide input and help set priorities for the work plan for the department.

Comment

As we enter 2024, the department is at a turning point in the delivery of economic development services, and there are decisions required in how the department operates and the ability to advance economic development issues, particularly those that are tourism related.

The department continues to be committed to continuous improvement and quality service to citizens, investors, visitors, and both Township and County Councils.

On the planning side we are expecting to work with the three Townships for which we provide day-to-day planning services in 2024 to bring in new ways of managing planning applications and improving efficiencies in approval times. This is a continuation of the work that began in 2023, in part driven by changes to the Planning Act by the Province with the goal of building more housing in Ontario at a faster rate.

At the regional planning level work priorities in 2024 include the start of a regional Natural Heritage Study, the commencement of development of a Community Planning Permit System for all four Townships, and continued implementation of the Frontenac communal services initiative.

The economic development team continue to work on numerous projects across multiple areas. Some of the areas that require considerable staff resources include:

- Management of the 70-kilometre-long K&P Trail, including the development and maintenance of the trail, and promotional materials to attract citizens and tourists to the trail and businesses. As the trail continues to see an increase in use, there is increased demand for maintenance, signage, and other amenities along the trail.
- The Open Farms project in 2023 is taking place over 6 weeks, commencing September 1, and running until October 15, 2023. The project includes partnerships and outreach with the farms and businesses, as well as the City of Kingston, South Frontenac, and Tourism Kingston. This project includes a new webpage that hosts the events in a calendar format. <https://openfarms.ca/>.
- Business Support in Frontenac County is ongoing and continues to see increased demand. There is ongoing support, through discussions and connections for businesses that are looking for support through resources or with other agencies. Business communication includes -- but is not limited to -- weekly newsletters, Frontenac Discovery Guide (the app), and networking sessions. There are also annual events and connections through the annual business survey, Business Awards, the Business Retreat that all require an increased amount of staff time.
- Collaboration with the two Regional Tourism Organizations for marketing on a regular basis to support marketing for the region. Collaboration with Tourism Kingston as part of the Destination Marketing Committee.
- Asset development for various projects including photo and video creation. These are outsourced to contractors but require a considerable amount of staff time for

project management, to develop the asset lists, management of photo and video shoots and review of various materials. These assets will be used for marketing purposes.

Economic Development Services – 2024 and Beyond

As noted in the attached work plan, the work done on regional economic development is at a crossroads in terms of delivering services. The success of the tourism initiatives and continued work with Frontenac businesses has pushed the demand for providing more initiatives.

There are two courses of action that can take place in 2024 and the next three to five years:

- Option 1 is to continue to do economic development work with existing staff resources which will impact on the delivery of the economic development initiatives; and
- Option 2 involves a budget request to County Council to create an additional Community Development Officer position that can be involved in tourism, business promotion, marketing, and regional projects.

Frontenac County Strategic Plan

The Planning & Economic Development work plan for 2024 and beyond supports strategic priority #2 in the County Strategic Plan:

“Contribute to the Progress of Sustainable Economic Growth and Prosperity Throughout the County”

- Work with Townships to improve and sustain the villages and hamlets across the region.
- Develop regional tools and policies to support long-term protection of lakes, rivers, and other important environmental features in Frontenac.
- Support different forms of housing such as small apartments, affordable houses, and seniors housing.
- Provide business support and resources to existing and prospective businesses.
- Attract new investments and businesses to Frontenac County.
- Support workforce development initiatives to create job opportunities and retain talent.

Financial Implications

It is estimated that the budget cost for the new Community Development Officer position recommended in this work plan will be approximately \$116,680. The cost for 2024 would likely be less because if County Council supports this position, it likely will not begin until the end of the first quarter of 2024.

Organizations, Departments and Individuals Consulted and/or Affected

Finance

Dear County of Frontenac's Economic and Development Advisory Committee,

The Verona District ATV club boasts 275 local members and is part of the Ontario Federation ATV clubs. (OFATVC). The OFATVC consists of 23 member clubs across Ontario with a membership of more than 11,000.

The Verona Club has been in existence for 4 years. During that time the club has promoted safe operation of ATVs on the KP trail from Verona north to Lanark County. The club also has a use agreement for the Tay Havelock trail running east-west through Central Frontenac Township.

A portion of membership fees, \$60, is retained by the local club to help with club operation and maintenance of trails. VDATVC receives a trail leveling fee that is also given to clubs that have hundreds of kilometers of trails and relatively few members. In past years the Verona club has contributed to bridge repairs, dust control, trail maintenance, operation of portable toilets, purchase and maintenance of garbage, recycling centres and other related expenses. All monies received by the Verona club are used for trail activities and maintenance. No members are compensated for their time.

As you are aware there is no requirement for a trail pass to use the KP in Frontenac County. Riders who join the Verona club do so to support the sport locally and to use trails throughout Ontario that do require a trail pass. Frontenac's neighbouring communities do require a trail pass, including Lanark County, Renfrew County, Hastings County and North Frontenac Township.

The Ottawa ATV club benefits from this requirement for trail passes. Their club had a membership like Verona's before the requirement for passes was made into law in the counties north and east of Frontenac. As a result of this law change Ottawa's membership increased significantly to over one thousand members. This increase enables the Ottawa club to significantly help with maintenance of the KP trail north of Clarendon and the Ottawa Valley Recreational Trail (OVRT) in other counties. If Frontenac County was to institute a trail pass requirement our club would hope to see the growth shown by the Ottawa club.

Recently Richard Allen asked the Verona club if it could contribute more money this year to the repair of the Elbow Creek bridge. This request is in addition to the \$7000 the club has already contributed to the project. It is our VDATVC board's opinion that more money can be made available on an annual basis to the County for trail and bridge maintenance when a trail pass is required to operate an ATV on the KP. As in the past, all monies received from membership sales are used towards trails maintenance and promotion.

I hope this issue can be added to the itinerary for your next meeting in October.

Marc Moeys

President

Verona District ATV Club

613 453 0984

Jannette Amini

Subject: FW: Update on ATV Access - K&P Trail South of Verona to Harrowsmith

Subject: Update on ATV Access - K&P Trail South of Verona to Harrowsmith

Dear Deputy Warden Smith and Members of the Planning & Economic Development Committee,

I trust this message finds you well. I'm reaching out to provide an update on the status of the Request for ATV Access, Verona to Harrowsmith, following discussions with CAO Kelly Pender and Director of Planning and Economic Development Joe Gallivan.

After our public meeting on July 3, 2023, the committee put forward a motion to defer the decision:

Moved By: Mr. Leonard
Seconded By: Councillor Fowler

That the Planning and Economic Development Advisory Committee defer the decision to extend the ATV use on the K&P Trail South of Verona to Harrowsmith until the committee receives more information from the Manager of Economic Development on the safety, liability, bylaw enforcement, comparable and additional use data.

Efforts have been underway to gather the requested information, reaching out to entities such as the OPP, Trans Canada Trail, and neighboring jurisdictions. Unfortunately, some responses are still pending due to the heightened demand during the busy summer trail season. I am actively awaiting this information to fulfill the committee's request.

In addition, Trans Canada Trail is adding mobile data reports that will complement the data from Frontenac County physical trail counters and is expected to significantly contribute to the committee's considerations. This service became available on October 2, 2023.

To ensure a thorough presentation, a detailed report is planned for the regular committee meeting in December. This update aims to equip the committee with the necessary information to make an informed decision on the matter.

If you have any questions or need further clarification, please feel free to reach out to me directly.

Sincerely,

Richard

Richard Allen (he/him)

Manager of Economic Development
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Meeting with me: [Book time](#)

