



**Planning and Economic Development Advisory Committee  
Meeting**

**Wednesday, September 4, 2024 –10:00 a.m.**

**County of Frontenac Administration Building,**

**2069 Battersea Road, Glenburnie, ON**

<https://youtube.com/live/CVBCiPe96cw?feature=share>

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**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. Adoption of the Agenda**

- a) **That** the agenda for the September 4, 2024 meeting of the Planning and Economic Development Advisory Committee be adopted.

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

**4. Adoption of Minutes**

- a) Minutes of Meeting held April 10, 2024

**That** the minutes of the Planning and Economic Development Advisory Committee meeting held April 10, 2024 be adopted.

[Minutes of Meeting held April 10, 2024](#)

**5. Deputations and/or Presentations**

- a) **Terri-Lynn Brennan**, on behalf of LodgePole Arts, will address the Committee regarding their upcoming event from October 7 to 10th, National Indigenous Presenters Gathering.

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

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**6. Briefings**

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- a) Mr. Joe Gallivan, Director of Planning and Economic Development provided the Planning Advisory Committee with the planning briefing [Planning Director Briefing](#)

**7. Reports to the Planning Advisory Committee**

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- a) **2024-084**  
**Indigenous Presenters Gathering on Wolfe Island**  
**Be It Resolved That** the Planning and Economic Development Committee receives report 2024-035 – Indigenous Presenters Gathering on Wolfe Island

**And That** the Committee recommends to County Council that a letter be provided to LodgePole Arts Alliance in support of the Indigenous Presenters Gathering event.

[Indigenous Presenters Gathering on Wolfe Island](#)

- b) **Consultant Briefing:** Richard Allen, Manager of Economic Development will provide introductory remarks. Lori Richey from Peterborough County/EOPRA, will make a 5-minute virtual presentation to the Committee about the Eastern Ontario Physician Recruitment Alliance to accompany Report.

**Please Note:** The information being presented, which the County does not have control over, is not in an accessible format but can be provided upon request.

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- c) **2024-083**  
**Eastern Ontario Physician Recruitment Alliance (EOPRA)**  
**Be It Resolved That** the Planning and Economic Development Committee receives Report 2024-083 Eastern Ontario Physician Recruitment Alliance;

**And Further That** the County of Frontenac take the following actions:

1. **That** The County of Frontenac authorize the Warden and Clerk to enter into a partnership agreement with the Eastern Ontario Physician Recruitment Alliance (EOPRA), and
2. **That** Staff from the County of Frontenac be authorized to participate in activities led by the Eastern Ontario Physician Recruitment Alliance, including but not limited to meetings, recruitment events, and joint marketing initiatives, and
3. **That** \$500 in 2024 and \$5,000 in 2025, be authorized from the Strategic Project Reserve for the membership fee for Frontenac County to participate in the Eastern Ontario Physician

- Recruitment Alliance, and
- 4. **That** staff report back at the end of 2025 with an update on Eastern Ontario Physician Recruitment Alliance partnership.

[Eastern Ontario Physician Recruitment Alliance \(EOPRA\)](#)

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d) **2024-085**

**Establishing Criteria for Trailheads on the K&P Trail**

**Be It Resolved That** the K&P Trail Management Plan, Section 5.2.1 be amended to include the following:

**Primary Criteria**

- Located in or near a settlement area
- Parking capacity for approximately 30 vehicles and trailers on a hard-packed, well-defined surface. Adjustments to the parking capacity may be made to accommodate site-specific constraints or to reflect anticipated usage patterns, ensuring that the design aligns with the unique needs and conditions of each location
- Accessible parking spaces and appropriate access to the K&P Trail in accordance with the Design of Public Spaces Regulation.
- Direct access to the K&P Trail (or a dedicated path connecting the trailhead to the K&P Trail)
- Trail map and informational signage
- Identifying signage and directional signage from nearest high-volume roadway and around trailhead site to assist visitors in finding parking and other amenities.

**Secondary Criteria**

- Lighting
- Paved Surface
- Toilets
- Trash and Recycling
- Picnic Areas or Benches
- Drinking Water
- Bike Racks
- Charging Infrastructure

**Criteria for Trailhead Partnership Funding**

Proposed trailheads should meet the primary criteria for infrastructure and amenities, while any proposals centered around additional amenities or secondary criteria should be accompanied by a clear plan for addressing the primary requirements and a memorandum of understanding (MOU) shall be entered into outlining the roles and responsibilities of each party which must be approved by County Council.

[Establishing Criteria for Trailheads on the K&P Trail](#)

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e) **2024-086**

**Community Planning Permit System (CPPS) – Project Update**

This report is for information purposes only.

[Community Planning Permit System \(CPPS\) – Project Update](#)

**8. Communications**

**9. Other Business**

**10. Next Meeting**

- a) The next meeting of the Planning and Economic Development Advisory Committee will be held on Wednesday, October 9, 2024 at 9:00 a.m.

**11. Adjournment**



# FRONTENAC

**Minutes of the Planning and Economic Development Advisory Committee  
Meeting  
April 10, 2024**

**[Note: Minutes are not Verbatim, please refer to full video at  
<https://youtube.com/live/2NIsdhSELjY?feature=share>]**

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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, April 10, 2024 at 10:00 AM

**Present:**

Deputy Warden Ron Vandewal, Chair  
Councillor Fred Fowler, Vice Chair  
Warden Fran Smith  
Councillor Judy Greenwood-Speers  
Leona Fleischmann  
Mike Hage  
Phil Leonard  
Jim McIntosh

**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  
Debbi Miller, Community Development Officer

**1. Call to Order**

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

**2. Adoption of the Agenda**

Moved By: Councillor Greenwood-Speers  
Seconded By: Councillor Fowler

**That** the agenda for the April 10, 2024 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 February 13, 2024**

Moved By: Warden Smith  
Seconded By: Mr. Leonard

**That** the minutes of the Planning and Economic Development Advisory Committee meeting held February 13, 2024 be adopted.

**Carried**

**5. Deputations and/or Presentations**

**6. Briefings**

- a) Mr. Joe Gullivan**, Director of Planning and Economic Development provided the Planning Advisory Committee with his monthly planning briefing and responded to questions on same.

In terms of Communal Services, the Municipal Service Corporation [Utility] is now up and running as of last November and is structured to have an operating company, which has not yet been formally created but is being worked on. Amendments have been made to the County Official to support communal services with the next step of reaching out to the Townships to amend their respective Official Plans. Mr. McIntosh, who Chairs the Communal Services Technical Advisory Committee, advised that we are ready if a developer were to come forward with a development as the full process would take about 3 years.

## 7. Reports to the Planning Advisory Committee

- a) **Staff Briefing:** Debbi Miller, Community Development Officer, briefed the Planning and Economic Development Advisory Committee with respect to Report 2024-034, Primary Healthcare Recruitment and answered questions on same.

It was questioned if it might be a worthwhile exercise to showcase how attractive our area is and all its features. Ms. Miller noted that through discussions that have taken place, many are looking for a clinic structure where they come in as an employee, and many students are looking to locate close to home. We do need to reach out to students much earlier.

It was asked if the \$40,000 could be used to secure a head-hunter. Mr. Allen advised that we did reach out to a head-hunter last year but they refused to work with us simply because of the nature of our communities.

It was suggested that a quick and easy win could be to show how a Nurse Practitioner can fill the void of doctors.

- b) **2024-034  
Planning and Economic Development Advisory Committee  
Primary Healthcare Recruitment**

Moved By: Warden Smith  
Seconded By: Councillor Fowler

**Be It Resolved That** the Planning and Economic Development Committee recommend to County Council that a review of the Frontenac County medical clinics be completed for the purpose of discovering opportunities for operational improvements and community collaboration,

**And Further That** the committee recommends to County Council that Economic Development staff take part in the proposed healthcare working group to support primary healthcare professional recruitment.

**And Further That** the committee recommends to County Council that it establish a dedicated annual budget of \$20,000 to be included in the 2025 budget, for the purpose of improving primary health care in Frontenac County and supporting the recruitment of primary health care professionals to clinics located within Frontenac County.

**Carried**

Councillor Greenwood-Speers presented a motion to amend the main motion by inserting the words "and operationalization" after recruitment; however, a seconder for the motion was not received.

- c) **Staff Briefing:** Richard Allen, Manager of Economic Development , briefed the Planning and Economic Development Advisory Committee with respect to Report 2024-035, 2023 Mississippi Valley Conservation Authority Land Purchase Update and Lease to Own Agreement and answered questions on same.

Questions were asked regarding the purchase of the lands; however, it was noted that County Council has already approved the purchase of the lands and discussion should only be on the lease agreement.

- d) **2024-035  
K&P Trail  
Mississippi Valley Conservation Authority Land Purchase Update and  
Lease to Own Agreement**

Moved By: Warden Smith  
Seconded By: Mr. Jim McIntosh

**Be It Resolved That** the Planning and Economic Development Committee endorses the joint lease-to-own agreement between Frontenac County, together with Lanark and Renfrew Counties, and the Mississippi Valley Conservation Authority (MVCA),

**And Further That** the Committee recommends that the Council of the County of Frontenac authorize the Warden and Clerk to enter into a lease agreement with the MVCA for any K&P Trail lands with outstanding title discrepancies, notwithstanding the provisions of the staged purchase agreement.

**Carried**

- e) **Staff Briefing:** Debbi Miller, Community Development Officer, will brief the Planning and Economic Development Advisory Committee with respect to Report 2024-036, 2023 Frontenac Business Survey Results.

To questions asked about how the survey was made available, Ms. Miller noted that Engage Frontenac was used but registration was not required, and it was sent out through our various social media channels with a link to the Engage Frontenac site.

It was observed that the numbers have not recovered since 2019 and it was questioned if stretching this survey out every 4 years is too long and maybe consider every 2 years. It needs to be more than just Engage Frontenac or social media, but face to face, or posting at sites such as the ferry. Staff agreed that face to face is beneficial however we do not have the staff capacity to do this every 2 years. We could dedicate this as a significant project every 4 years.

f) **2024-036**  
**Planning and Economic Development Advisory Committee**  
**2023 Frontenac Business Survey Results**

This report is for information purposes only.

g) **2024-037**  
**Planning and Economic Development Department**  
**Application for Extension of Draft Plan of Condominium Approval,**  
**Shield Shores Condominium, Township of South Frontenac (File**  
**Number 10CD-2016-001)**

Moved By: Warden Smith

Seconded By: Mr. Leonard

**Be It Resolved That** the Council of the County of Frontenac receive the report titled Planning and Economic Development – Application for Extension of Draft Plan of Condominium Approval, Shield Shores Condominium, Township of South Frontenac (File Number 10CD-2016-001); and,

**Further That** the Council of the County of Frontenac extend the draft approval for the plan of condominium for Shield Shores for a period of one year, to April 17, 2025.

**Carried**

It was noted that this has also gone to Township Council and the delays are not the fault of the applicant.

h) **Staff Briefing:** Richard Allen, Manager of Economic Development, will brief the Planning and Economic Development Advisory Committee with respect to Report 2024-038, Draft Update to the Charter for Economic Development.

It was suggested to send this to the Township Economic Development Committees as well.

i) **2024-038**  
**Planning and Economic Development Advisory Committee**  
**Draft Update to the Charter for Economic Development**

Moved By: Mr. Hage

Seconded By: Ms. Fleischmann

**Be it Resolved That** the Planning and Economic Development Committee receives the draft update to the Charter for Economic Development

**And Further That** the draft update to the Charter for Economic Development be posted online for community feedback for a minimum of 30 days

**Carried**

**8. Communications**

**9. Other Business**

**10. Next Meeting**

- a) The next meeting of the Planning and Economic Development Advisory Committee is scheduled for Wednesday, June 5, 2024 at 10:00 a.m.

**11. Adjournment**

Moved By: Councillor Fowler

Seconded By: Mr. Leonard

**That** the meeting hereby adjourn at 11:35 a.m.

**Carried**



# FRONTENAC

Director's Briefing  
Planning and Economic Development Advisory Committee  
September 4<sup>th</sup>, 2024



FRONTENAC

## General Planning Items

- CPPS project on track (information report provided with agenda package)
- Additional Residential Unit (ARU) policies – South Frontenac completed in 2023; County staff working currently on North Frontenac Official Plan and Zoning By-Law, with other townships to follow
- Housekeeping amendment for North Frontenac Zoning By-Law
- Review of Marysville Design Standards
- Office consolidations of the Official Plan and Zoning By-Law for Frontenac Islands
- Communal service policies for all township Official Plans



# Communal Services Project



[Home](#) / [County of Frontenac](#) / Learn about the advantages of communal water and wastewater services

## Learn about the advantages of communal water and wastewater services



Communal water systems provide water and wastewater treatment to clusters of residences or businesses. At the June 2019 Council meeting, the Council for the Corporation of the County of Frontenac approved the [Communal Services Study](#). The main purpose of the study 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 approaches. Communal services have 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 to enable revitalization of the Frontenacs' communities. [WSP Consulting](#) was retained to complete the study and employed a team comprised of planners, engineers and financial

[The latest: Frontenac Municipal Services Corporation officials propose regulatory changes to smooth new development in rural areas.](#)



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



# Frontenac Municipal Service Corporation

- Frontenac Municipal Service Corporation (FMSC) Board Meetings:
  - » May 16<sup>th</sup>
  - » July 23<sup>rd</sup>
- FMSC Technical Support Committee meetings:
  - » April 25<sup>th</sup>
  - » May 22<sup>nd</sup>
  - » June 25<sup>th</sup>
  - » July 23<sup>rd</sup>



# External Presentations

Recent Communal Services presentations by planning staff:

- May 17<sup>th</sup> – Stormont Dundas Glengarry Housing Summit (Long Sault)
- May 23<sup>rd</sup> – AMCTO Zone 6 meeting (Brockville)
- June 14<sup>th</sup> – Stormont Dundas Glengarry Townships/County meeting (Cornwall)
- June 21<sup>st</sup> – Rideau Valley Conservation group (Kars)



# Meeting with Minister of Municipal Affairs and Housing



# Modular Housing site visits – Brantford ANC Modular



# Modular Housing site visits – Belleville Brauer Homes

## Brauer Living Pods: 1 Bedroom Suite - Exterior

Every Brauer Living Pod is a complete, comfortable, and functional home that includes industry leading raised-seam metal roofing, impact and scuff resistant metal siding/trim, and a sturdy glass-paned front-door.

Spray foam is used to seal the interior, subfloor, and ceiling providing year-round comfort.

Three different exterior color coordinated selections are available.



\* photos and renderings may not be exact representations of actual floor plans

Provincial Park



Contemporary



Rural Bunkie



FRONTENAC

# Modular Housing site visits – Kingston Anchor Concrete / Lodestar

**STUDIO**



436 sq ft Living Space  
436 sq ft Rooftop Patio  
14' x 9' Bedroom  
14' x 15' Kitchen/Living  
1 Bath  
Laundry Closet



The floor plan shows a rectangular layout. On the left is the 'KITCHEN/LIVING' area (14' x 15') containing a sofa and a table. On the right is the 'BEDROOM' (14' x 9') with a bed. The central area contains a bathroom (14' x 9') with a toilet and sink, and a laundry closet. There are three closets: one at the top left, one at the top center, and one at the top right.

# South Frontenac Official Plan – Third Draft

Draft 3b – July 2024



## Township of South Frontenac Official Plan

*Our Community Our Vision Our Official Plan*

Adopted by South Frontenac Township Council on <DATE>  
Approved by County of Frontenac Council on <DATE>

<https://engagefrontenac.ca/official-plan-review-south-frontenac-2040>



**FRONTENAC**

## Economic Development Items

- 2023 Economic Development and K&P Trail Annual Reports are complete
  - » Presentations to Township Councils planned for May
  - » “Office Hours” 1x per month beginning in some townships in April
- Open Farm Days
  - » website update
  - » working with farms, business and community groups.
    - Grant Application- Frontenac Business Services
- Business Retreat - November 5<sup>th</sup>



# Business Retreat and Awards

## Business Awards

Nominations for the Frontenac Business Awards are open until September 30. More information about the awards and how to nominate is available at:

<https://engagefrontenac.ca/frontenac-business-awards>

## Business Retreat – November 5

The annual business retreat event is scheduled for November 5 at RKY Camp in Parham. The day includes workshops and panel discussions, and ends with the presentation of the business awards.

# Open Farm Days August 16 – September 30

- Ribbon Cutting Event on August 16
- Featured Event – Canadian Plowing Championships on Wolfe Island, August 28-30
- Numerous activities focused on Farm-to-Table taking place until the end of September
- See all the experiences and locations at [openfarmdays.ca](https://openfarmdays.ca)



## K&P Trail - Tour

On September 28 approximately 20 delegates from the World Trails Conference in Ottawa will tour the K&P by ATV and Side-by-Side from Verona to Mississippi Station. They are participating a 3-day trails assessment experience and will speak to local businesses and community members as part of the trip.

A similar experience could be arranged for members of the committee if there is interest.



FRONTENAC

## K&P Trail - Rehabilitation

The contract has been awarded for the rehabilitation of the K&P Trail for 8 km in Central and North Frontenac. The work includes some critical realignments to improve safety and long-term maintenance. Once this contract is complete, only 12 km of the former Kingston & Pembroke Rail line will remain for rehabilitation.



# Ford Bronco - Front



## Ford Bronco – Side view



# Ford Bronco - Hood



Questions ?



**Report 2024-084**

**Committee Recommend Report**

**To:** Planning and Economic Development Committee  
**From:** Richard Allen, Manager of Economic Development  
**Prepared by:** Richard Allen, Manager of Economic Development  
**Date of meeting:** September 4, 2024  
**Re:** **Indigenous Presenters Gathering on Wolfe Island**

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**Recommendation**

**Be It Resolved That** the Planning and Economic Development Committee receives report 2024-035 – Indigenous Presenters Gathering on Wolfe Island

**And That** the Committee recommends to County Council that a letter be provided to LodgePole Arts Alliance in support of the Indigenous Presenters Gathering event.

**Background**

The Art of Visiting is a national gathering for Indigenous presenters, artists, agents, and producers, hosted by LodgePole Arts Alliance at Hotel Wolfe Island on from October 7 - 10, 2024. The gathering aims to foster the exchange of ideas and build relationships rooted in Indigenous cultural practices. Attendees will participate in panel discussions, workshops, and performances, with a focus on respectful reciprocity and land-based activities.

While some activities are reserved exclusively for Indigenous participants, there are several performances and discussions open to Treaty partners and participants from all backgrounds. The event is free for Indigenous arts sector representatives, while Treaty partners are asked for a minimum donation of \$50. In the context of the event, a "Treaty Partner" refers to Non-Indigenous participants who are allies or collaborators in honoring the agreements established between Indigenous Peoples and settler governments.

These agreements, known as treaties, historically outlined the terms for peaceful coexistence and mutual respect. The term "Treaty Partner" emphasizes the responsibility of non-Indigenous people to uphold these agreements and work in partnership with Indigenous communities. At the gathering, Treaty Partners are invited to participate in certain sessions, often with a focus on fostering respectful and reciprocal relationships.

## **Comment**

The National Presenters Gathering on Wolfe Island is set to become an annual event, bringing Indigenous voices from across Canada to Frontenac County, with activities and performances set to attract Indigenous and settler audiences in a respectful and open space.

The "Art of Visiting - National Indigenous Presenters Gathering 2024" aligns with the Tourism pillar of the Charter for Economic Development and more specifically, key goals outlined in the Frontenac County Destination Development Plan:

- **Support for Arts, Culture, and Heritage:** The event promotes Indigenous culture and heritage, aligning with Goal #3 of supporting local organizations that celebrate diverse identity, arts, and culture
- **Collaboration with Indigenous Communities:** The gathering fosters relationships between Indigenous and Non-Indigenous participants, resonating with the plan's emphasis on integrating Indigenous narratives and promoting reconciliation.

Considering this alignment, staff are recommending that Frontenac County voice its support for the National Indigenous Presenters Gathering and encourage Indigenous and Non-Indigenous visitors to attend some or all of the event.

## **Financial Implications**

There are no financial implications associated with this report.

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

Township of Frontenac Islands  
Regional Tourism Organization 9 - Southeastern Ontario  
Tourism Kingston



**Report 2024-083**

**Committee Recommend Report**

**To:** Chair and Members of the Planning and Economic Development Advisory Committee

**From:** Debbi Miller, Community Development Officer  
Richard Allen, Manager of Economic Development

**Date of meeting:** September 4, 2024

**Re:** Eastern Ontario Physician Recruitment Alliance (EOPRA)

**Recommendation**

**Be It Resolved That** the Planning and Economic Development Committee receives Report 2024-083 Eastern Ontario Physician Recruitment Alliance;

**And Further That** the County of Frontenac take the following actions:

- 1. That** The County of Frontenac authorize the Warden and Clerk to enter into a partnership agreement with the Eastern Ontario Physician Recruitment Alliance (EOPRA), and
- 2. That** Staff from the County of Frontenac be authorized to participate in activities led by the Eastern Ontario Physician Recruitment Alliance, including but not limited to meetings, recruitment events, and joint marketing initiatives, and
- 3. That** \$500 in 2024 and \$5,000 in 2025, be authorized from the Strategic Project Reserve for the membership fee for Frontenac County to participate in the Eastern Ontario Physician Recruitment Alliance, and
- 4. That** staff report back at the end of 2025 with an update on Eastern Ontario Physician Recruitment Alliance partnership.

**Background**

Frontenac County is currently in the process of doing an Operational Review of the four medical clinics in Frontenac County to support recruitment and retention of primary healthcare professionals as outlined in [Report 2024-034](#).

The Review is anticipated to be complete in early 2025. The shortage of physicians and qualified primary care specialists in the province of Ontario requires multiple approaches to support the demand for recruitment and retention of primary care healthcare providers.

Staff recognize that a collaborative approach will be necessary to realize success in a highly competitive market, and that it is possible to improve chances of success by working closely with neighbouring communities with similar needs.

### **Comment**

Eastern Ontario Physician Recruitment Alliance (EOPRA) is a membership driven organization with the primary objective being to create awareness of practice opportunities in Eastern Ontario and to create a lead platform to share resources and marketing collaboration and enhance data for planning purposes.

EOPRA will be following the same structure and utilizing the business model and resources that [Southern Ontario Physician Recruitment Alliance \(SOPRA\)](#) has established.

The role of the EOPRA is to provide a collective strategy for international recruitment of qualified physicians in the absence of a clear provincial strategy that works for Eastern Ontario. It is governed and managed by physician recruitment members of the Eastern Ontario Physician Recruitment Alliance. It is a membership led organization that will have a chair, vice chair, treasurer, secretary and the members will have a vote on decisions that are made.

The goal of EOPRA is to increase lead generation outside of Ontario and to improve the candidate experience of aligning with practice opportunities in Eastern Ontario.

Reports and data will be readily available to members of EOPRA through the Customer Relationship Management system (CRM) and the EOPRA website. EOPRA will work to provide standardized documents to share and present to candidates that outline the pathway back to Eastern Ontario.

EOPRA members will be asked to attend recruitment events. While new recruitment programs are being developed, partnerships and training measures will be in place to support members. Participation in recruitment events could include regional, national or international events.

Members will track information to contribute to the EOPRA KPI's for reporting purposes.

Participating in an Alliance made up of organizations with similar goals related to healthcare recruitment and retention is one of the ways that Frontenac County can support recruitment and retention for our region.

The Eastern Ontario Physician Recruitment Alliance is an opportunity to build a collaborative team to recognize the unique challenges of primary care recruitment, to be involved in system transformation at the local and provincial level. The group has the collective and shared understanding about the importance of Physician Recruitment in

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Recommend Report to Council

Planning and Economic Development Committee – Eastern Ontario Physician Recruitment Alliance (EOPRA)  
September 4, 2024

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Eastern Ontario. The staff members working as members of the alliance on behalf of the organization are referred to as recruiters.

Through the alliance there will be increased awareness of opportunities in Eastern Ontario for students, residents and practicing physicians.

The intention of the alliance is meant to share costs, support a rotation of recruiters attending events, generate leads that would not have been possible otherwise. The Alliance is not meant to replace the County of Frontenac's recruitment efforts.

Some of the benefits of EOPRA and expectations of members include:

- Access to a CRM (Customer Relationship Management) platform to support filling primary health care jobs.
- While new recruitment programs are being developed, a senior recruiter will be partnered with a junior one to ensure there are training measures in place for consistency across the alliance.
- Participate equally in recruitment events agreed upon by the group, including international events. These could include online or in-person.
- Marketing, at events including international events, booths, booth displays, rack cards, website, CRM, social media.
- Track candidate information to generate reports.

Some of the municipalities that currently have a membership in EOPRA are Peterborough County, County of Haliburton, City of Belleville, Prince Edward County, Kawartha Lakes, and Quinte West Doc of the Bays

If the Alliance is granted any funding from external organizations, event registration and booth costs, along with collaborative marketing assets will be covered in full or partially by these funds. Any funds not covered will be split equally among the participating recruitment program members. Budget will be agreed upon by consensus of the members. Members who are not in agreement with the event plan can choose to withdraw from membership but will relinquish their access to the Customer Relationship Management Database (CRM).

### **Strategic Priority Implications**

County Council approved [Frontenac County Strategic Plan \(2023-2026\)](#). This project is aligned with the intent of the priority listed below, with specific items.

### **Priority 2. Contribute to the Progress of Sustainable Economic Growth and Prosperity Throughout the County.**

- Provide business support and resources to existing and prospective businesses.

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Recommend Report to Council

Planning and Economic Development Committee – Eastern Ontario Physician Recruitment Alliance (EOPRA)

September 4, 2024

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### **Financial Implications**

In both 2023 and 2024, \$22,000 was set aside in the Strategic Project Reserve to support Physician Recruitment. To date, Council has authorized use of up to \$20,000 of the reserve to support an operational review of local medical clinics in the County.

If the recommendations of this report are approved, \$500 from the reserve will be used in 2024 and \$5000 will be used in 2025 for the County to participate as a member of the Eastern Ontario Physician Recruitment Alliance. Staff believe the membership and participation in the Eastern Ontario Physician Recruitment Alliance will promote Physician Recruitment and retention within the County of Frontenac and would fall within the scope of the intended use of the reserve.

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

Lori Richey, County of Peterborough, EOPRA  
Alex Lemieux, Director of Corporate Services/Treasurer  
Sydenham Family Health Team  
Verona Family Health Team  
Wolfe Island Community Medical Clinic  
Sharbot Lake Family Health Team



**Report 2024-085**

### **Committee Recommend Report**

**To:** Planning and Economic Development Committee  
**From:** Richard Allen, Manager of Economic Development  
**Prepared by:** Richard Allen, Manager of Economic Development  
**Date of meeting:** September 4, 2024  
**Re:** **K&P Trail – Establishing Criteria for Trailheads on the K&P Trail**

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#### **Recommendation**

**Be It Resolved That** the K&P Trail Management Plan, Section 5.2.1 be amended to include the following:

##### **Primary Criteria**

- Located in or near a settlement area
- Parking capacity for approximately 30 vehicles and trailers on a hard-packed, well-defined surface. Adjustments to the parking capacity may be made to accommodate site-specific constraints or to reflect anticipated usage patterns, ensuring that the design aligns with the unique needs and conditions of each location
- Accessible parking spaces and appropriate access to the K&P Trail in accordance with the Design of Public Spaces Regulation.
- Direct access to the K&P Trail (or a dedicated path connecting the trailhead to the K&P Trail)
- Trail map and informational signage
- Identifying signage and directional signage from nearest high-volume roadway and around trailhead site to assist visitors in finding parking and other amenities.

##### **Secondary Criteria**

- Lighting
- Paved Surface
- Toilets
- Trash and Recycling
- Picnic Areas or Benches
- Drinking Water
- Bike Racks



Trailheads are intended to be a gathering spot and a location that can help generate maximum economic benefit to the community while providing a convenient location for short and long-term parking for trail users.

A Trailhead can be described as a central location where fifteen or more cars and/or trailers can be parked adjacent to the trail. Trailheads may include hard surfacing, lighting, garbage bins or washrooms. They will generally require approximately 0.5 hectares or more land.

The users would be tourism/hospitality providers and municipal officials will routinely direct out-of-town guests and user groups to trailheads to ensure ample safe parking and maximize economic return to the community. Trailhead locations are or can be Verona, and notably, Sharbot Lake and Harrowsmith, where regional trails intersect with the K&P.

Where feasible, the following amenities will be considered: Vehicle parking, benches and rest areas, and information kiosks.

The following facilities may be considered - toilet facilities, water drinking stations, garbage receptacles, and charging infrastructure. Locations at Verona, Harrowsmith, Sharbot Lake, North Frontenac and Wolfe Island have been identified for trailheads.

### **Verona Trailhead**

As of the writing of this report, Frontenac County has completed the construction of a Trailhead on parcel which formerly hosted gas station and vehicle repair shop. The site was purchased by and continues to be owned and operated by Frontenac County. The site was redeveloped primarily by using funding from the federal and provincial governments to improve accessibility to the K&P Trail. The concept for the site was presented to the public as part of an open house hosted on November 20, 2017, and was reviewed by the Community Development Advisory Committee prior to approval by County Council. The site was remediated in 2018, and trailhead construction began in October of 2021 and was completed in early 2022.

This location is owned and operated by the County and consists of the following:

- Paved lot with 30 parking spaces and 2 accessible parking spaces,
- Trail map with wayfinding signage
- Direct access to the K&P Trail for all users.
- A portable washroom is provided at this location by the Frontenac ATV Club.

It should be noted that the Verona Trailhead is a well used facility, and from time-time reaches capacity. It is not large enough or appropriate enough to serve as a staging facility for large events or group rides. The Frontenac ATV Club has been starting their group rides from the Piccadilly arena to make use of the much larger car park available at that location.

### **Other parking facilities**

While Trailheads are primary points from which a visitor might launch a trail journey, safe parking locations are required throughout the trail system to support the dispersion of trail users to different locations along the K&P Trail. In addition to the Verona Trailhead, there are several parking locations supported by the County's trail efforts.

- 4585 Road 38 (Harrowsmith) – This parking area is shared with Cataraqui Conservation, as it provides access to both the K&P Trail and the Cataraqui Trail. It is highly visible from Road 38 in Harrowsmith. This lot is regularly over capacity and it can currently support 6-8 vehicles.
- Road 38 (Hinchinbrooke – Near White Lake Road) – This parking location has high visibility from Road 38 and is situated at the site of the former Hinchinbrooke Rail Station. Since it was established, this section of trail has seen a significant increase in cycling traffic. There is room for 4-5 vehicles to park at this location.
- Ball Road– This parking area supports cyclists and walkers seeking to access more remote portions of the K&P Trail and diverts trail users from parking on Ball Road itself. There is space for 2-3 vehicles to park at this location.
- Fish Creek Road – While not a formal parking area, this access point is frequented by walkers and hikers seeking to avoid motorized users. There is parking for 2-3 vehicles at this location. A mobile washroom is located here courtesy of the Frontenac ATV Club
- Ardoch Road at Road 509 (Clarendon) – This parking area is highly visible from Road 509 and provides convenient trail access via Clarendon Station. This parking area can support up to 8 vehicles.

### **Trailhead Criteria – Other sources**

Terminus Consulting is completing a Trail Market Readiness Assessment of the K&P Trail and its connected network with respect to establishing a 360 kilometer off-road cycling loop product to market to international visitors. As part of the assessment, trailheads are being evaluated and the following criteria is considered:

- Parking area is conveniently located for easy access to the trail
- Parking area is adequately sized for peak visitation and unloading of ATVs and snowmobiles
- Parking area is attractive, well maintained, graded and kept clean with no litter
- Trailhead sign is located at the entrance of the trail or section of the trail
- Trail map is on display
- Essential information about the trail is provided at trailhead

### **Proposed Trailhead Criteria for Trailheads on the K&P Trail**

In reviewing the final designs for the Verona Trailhead, existing trailhead policy contained in the K&P Trail Management Plan and information provided by trail managers and experts such as Terminus Consulting, staff have formulated a set of primary and secondary criteria for Trailheads on the K&P Trail. Primary criteria are

elements that must be accounted for when planning for a Trailhead, while secondary criteria would be elements that are beneficial to Trailheads in addition to the primary criteria.

### **Primary Criteria**

- Located in or near a settlement area
- Parking capacity for approximately 30 vehicles and trailers on a hard-packed, well-defined surface. Adjustments to the parking capacity may be made to accommodate site-specific constraints or to reflect anticipated usage patterns, ensuring that the design aligns with the unique needs and conditions of each location
- Accessible parking spaces and appropriate access to the K&P Trail in accordance with the Design of Public Spaces Regulation.
- Direct access to the K&P Trail (or a dedicated path connecting the trailhead to the K&P Trail)
- Trail map and informational signage
- Identifying signage and directional signage from nearest high-volume roadway and around trailhead site to assist visitors in finding parking and other amenities.

### **Secondary Criteria**

- Lighting
- Paved Surface
- Toilets
- Trash and Recycling
- Picnic Areas or Benches
- Drinking Water
- Bike Racks
- Charging Infrastructure

### **Criteria for Trailhead Partnership Funding**

The County's initial commitment to invest \$100,000 in establishing a trailhead within each Township was premised on the County leading the site selection and development process as it had with the Verona Trailhead in South Frontenac. The recent request from the Township of Central Frontenac introduces an opportunity to explore collaborative approaches, wherein trailheads may be developed in partnership with Townships or other trail-supportive organizations.

To ensure clarity and the successful use of the County's funds in such partnerships, it is important to establish clear guidelines. Proposed trailheads should meet the primary criteria for infrastructure and amenities, while any proposals centered around additional

amenities or secondary criteria should be accompanied by a clear plan for addressing the primary requirements.

In addition, by entering into a partnership for trailhead or trailside infrastructure development, all parties will benefit from having clear governance to define responsibilities for the ongoing maintenance and management of these facilities. A formal memorandum of understanding (MOU) should outline the roles and responsibilities of each party. For example, if the trailhead is located on a partner's property, it would be prudent to have a written commitment from either the County or the Partner outlining how future resources will be dedicated to the maintenance and long-term planning for the eventual update or replacement of amenities such as washrooms, lights, or other proposed features at the trailhead location.

### **Financial Implications**

While Council adopted the Vision and Principles for K&P Trail Development in 2018, which included a reference to a maximum investment of \$100,000 per trailhead, no funding commitment has been made through the budgetary process. As such, any recommendation would need to be accompanied with guidance upon where any funds required to make these investments would be drawn from.

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

Alex Lemieux, Director of Corporate Services/Treasurer



**Report 2024-086**

**Planning and Economic Development Committee Information Report**

**To:** Planning and Economic Development Advisory Committee

**From:** Kevin Farrell, Chief Administrative Officer

**Prepared by:** Dmitry Kurylovich, Project Manager/Senior Planner  
Sonya Bolton, Manager of Community Planning

**Date of meeting:** September 9, 2024

**Re:** Community Planning Permit System (CPPS) – Project Update

**Recommendation**

This report is for information purposes only.

**Background**

In 2023, Frontenac County planning staff received the support of all four Townships to proceed with a project to develop a Community Planning Permit System (CPPS) for waterfront areas across the region. A CPPS is a land use planning tool that municipalities can use to streamline the planning approval process and help to support local priorities, such as the protection and enhancement of waterfront areas.

The CPPS allows zoning by-law amendments, minor variances, and detailed site plan applications to be processed as one application, instead of two or three separate processes under the Planning Act. It also allows for the regulation of tree and vegetation removal and replanting, as well as regulating other site alteration, which is normally done under separate by-laws under the Municipal Act.

This system provides:

- An approvals system to create certainty and transparency for the community, landowners, and developers;
- More timely approvals for applications that meet certain standards and guidelines;
- Outcomes that can more closely align with the community vision based on the Official Plan; and,
- A tool that provides approvals that lead to better environmental protection.

Earlier this year, the consulting firm Planscape was retained through a request for proposals process to assist with the development of the CPPS by-law template.

### **Comment**

The purpose of this report is to provide an update to the Committee on the status of the project. To date, the consulting team has visited each of the townships with County staff and has conducted a review of technical issues. This review included two online meetings with staff from the County, the four townships, the four conservation authorities, the Ministry of Municipal Affairs and Housing (MMAH), and the Ministry of Environment, Conservation, and Parks (MECP). The Technical Issues Report has been posted on the [CPPS project page](#) on Engage Frontenac. This report is intended to be the benchmark of issues to solve during the drafting of the CPPS by-law template.

Additional outreach has included First Nations Communities and Indigenous Groups, lake and ratepayer associations, Parks Canada, and Fisheries and Oceans Canada.

The draft CPPS by-law template will be presented to the Committee and the public for review and comment this fall, with the final version of the template being completed in late 2024 or early 2025. The final template will be presented to the Planning and Economic Development Advisory Committee.

Once the template is complete, the next stage will be for each township to finalize it to suit their needs. This will involve additional public engagement at the local level with any final decisions being made by the township councils.

### **Financial Implications**

The four Townships have each allocated \$25,000 to the CPPS project, for a total of \$100,000 available for the cost of hiring a qualified planning consultant to prepare the CPP By-Law template. The County is contributing staff time for the management of the project, including public engagement and the preparation of all mapping.

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

Township of North Frontenac  
Township of Central Frontenac  
Township of South Frontenac  
Township of Frontenac Islands

### **Attachments:**

Not applicable