

Notes of the Economic Development Task Force (EDTF) Meeting Held on Monday, October 16, 2023 at 9:00 AM at the Municipal Council Chambers.

Present: Deputy Mayor John Inglis (Chair), Councillor Stephanie Regent, Councillor Roy Huetl, Betty Hunter, Cyndy Bonello, Danielle Kecso, Brooke Ross – Manager of Community Development (MCD), Matt Walker - Economic Development Officer (EDO) and Lori Newman (Secretary).

Absent with Regrets: Paul Thiel and Dan Vaillancourt.

1. Call to Order:

The meeting was called to order by the Chair at 9:00 a.m.

2. Disclosures of Pecuniary Interest & General Nature Thereof:

None.

3. Delegations:

None.

4. Economic Development Task Force Notes:

Notes of the September 18, 2023 EDTF Meeting as approved via email and were received for information at the October 13, 2023 Regular Meeting of Council.

5. Business Arising:

a) Research feasibility of a Municipal Campground (Vaillancourt, B.Hunter, Bonello, Kecso)

The Municipal Campground working group are continuing their research regarding the feasibility of this project. The group will continue to bring reports back to the EDTF meetings for discussion.

b) North Frontenac Information booth/kiosk (Councillor Regent, Thiel & Kecso)

The working group will present a proposal and costing for three Information Sign Boards for discussion at the next EDTF meeting for future Council consideration.

c) Business Profiles (Councillor Huetl, Thiel)

Paul Thiel will complete the next Business Profile.

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d) Annual Bus Tour (EDO) – Overview of Tour

The EDO advised that the Bus Tour for Businesses to attend other businesses throughout the Township in 2023 that took place on September 28th, 2023 was well attended and well received.

e) Research feasibility of a small-scale commercial office space with a focus on attracting health care and other professionals (Councillor Huetl, Councillor Regent, EDO)

The working group advised that they would like to remove the topic of researching the feasibility of a small-scale commercial office space with a focus on attracting health care and other professionals from the EDTF Strategic Plan – as the new priority has shifted to doctor recruitment as a result of the recent news of losing a full time doctor from the Lakelands Family Health Team in Northbrook within the next few months, which will fall under Council’s portfolio.

f) Summer Event

a. Group members & chair establishment

The EDTF discussed and formed a sub-committee for planning and organizing volunteers for future summer events. The members will be Betty Hunter (Chair of the sub-committee), Cyndy Bonello and Deputy Mayor John Inglis.

The Summer Event sub-committee would like to ask Council to consider a request for \$10,000 for a second annual North Frontenac Summer Event during 2024. The money is being requested to be approved now out of the Economic Development Reserve Fund, which has an estimated year-end balance of \$15,851.67, as there is much planning and scheduling to do in order for the Summer Fest to be a success.

The 2024 event represents an approximate doubling of costs over this year’s successful festival. For 2024 we will be repeating popular events and adding new ones such as:

- a petting zoo
- police dog demonstration
- game rentals
- a tent and tables
- a 4-piece country music band

As well, the 2024 event will feature an evening dinner and dance, and will eliminate the breakfast portion. Some revenue will be generated from the event to help offset the \$10,000.

Organizing a regular summer festival in North Frontenac has been a long term goal of the EDTF. Attendance at this year's festival was very encouraging and exceeded expectations. It is hoped that an annual July Summerfest in Plevna will become known and expected as a regular event.

Attached to the notes is a 2024 summary of anticipated spending for the event.

\$10,000 will be requested during the 2024 Budget process to be put back into the Economic Development Reserve Fund, from taxation.

b. MCD – overview of Township Policies, etc.

As discussed, the MCD will only be advising the sub-committee on Policy (i.e. requirements for Insurance, WSIB, Public Health, Township By-laws/Policies, Legislation, Procurement, etc), as previously approved by Council.

g) 2023 Strategic Plan – touch base with project & discuss moving forward once Township Strategic Plan is completed

The MCD advised that Council is working on the Township Strategic Plan and an update will be provided once this has been completed so that the EDTF can determine opportunities/priorities to work on in order to complete the 2024 Economic Development Strategic Plan based on the Township Strategic Plan and the priorities that may derive.

6. Communications:

None.

7. New Business:

None.

8. Adjournment:

Meeting adjourned at 10:01 a.m.

NOTE : The next meeting of the EDTF will take place on Monday, November 20, 2023 at 9:00 a.m. at the Municipal Council Chambers located at 6648 Road 506, Plevna.

Recommendations to Council

Be It Resolved That Council receives for information the October 16, 2023 Notes of the Economic Development Task Force (EDTF);

And That Council approves removing “Research feasibility of a small-scale commercial office space with a focus on attracting health care and other professionals” from the EDTF Strategic Plan;

And That Council approves \$10,000 for the 2024 Summer Fest, coming from the Economic Development Reserve Fund and will consider replacing the \$10,000 into the Reserve Fund during the 2024 Budget deliberations from taxation, and any revenues generated from the event be placed back into the Economic Development Reserve Fund.

Received by Council on November 3, 2023.

**Deputy Mayor John Inglis, Chair
Township of North Frontenac
Economic Development Task Force**

2024 Budget

Requesting: \$10,000

Category	Description	2023 Budget Items	2024 Budget Items	
		Total		
Entertainment	1 HR Magic Show	\$545.00	\$600.00	
Entertainment	2 HRs Balloon Twisting	\$260.00	\$275.00	
Advertising	(2) x 6' x 6' Page Advertisements	\$645.46	\$700.00	
Advertising	Advertising Campaign	\$101.76	\$200.00	
Advertising	8ft x 4ft Banner	\$118.41	\$150.00	
Entertainment	Band - 2 45 minute sets	\$850.00	\$2,500.00	
Entertainment	Falconry 4hrs	\$804.21	\$825.00	
Entertainment	Chainsaw carving	\$305.28	\$350.00	
Entertainment	Artist Honourarium	\$200.00	\$300.00	
Entertainment	Police Dog Demo		\$500.00	
Entertainment	Petting Zoo		\$2,000.00	
Misc.	Game rentals (dunk tank, etc)		\$500.00	
Misc.	Covered Stage for band		\$100.00	
Misc.	Table Cloth	\$28.74		
Misc.	10pk vests	\$81.30		Don't require to purchase again
Misc.	Volunteer Meals	\$0.00	\$200.00	
Misc.	Ice	\$22.68		
Misc.	Kids Giveaway Prizes	\$62.93	\$200.00	
Misc.	Cooler	\$142.45		Don't require to purchase again
Misc.	DJ for Dance		\$500.00	
Misc.	Dinner ticket, decor, etc		\$100.00	
		\$4,168.22	\$10,000.00	