



# Economic Development Task Force Minutes

9:30 AM - Tuesday, February 20, 2024  
Council Chambers

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Notes of the Economic Development Task Force held on Tuesday, February 20, 2024 at 9:30 AM at the Council Chambers.

**Present:** Deputy Mayor John Inglis (Chair), Councillor Roy Huetl, Councillor Stephanie Regent, Betty Hunter, Cyndy Bonello, Danielle Kesco, Paul Thiel, Derrick Lancaster and Dan Vaillancourt

**Absent with Regret:** Matt Walker - Economic Development Officer (EDO)

**Also Present:** Brooke Ross, Manager of Community Development and Lori Newman, Recording Secretary

## 1. Call to Order

The meeting was called to order by the Chair at 9:30 a.m.

## 2. Disclosure of Pecuniary Interest and General Nature Thereof

None.

## 3. Economic Development Task Force Notes

- a) ***Notes of the EDTF December 18, 2023 Meeting as approved via email and were received for information at the January 12, 2024 Regular Meeting of Council.***

## 4. Business Arising

- a) ***Business Profiles (Councillor Huetl, Thiel)***

Councillor Roy Huetl completed the February Business Profile featuring “Ross Ranch & Contracting” and it will be included in the February 23, 2024 Council Agenda. The MCD will email this profile and all future profiles to the EDTF members moving forward for information purposes.

- b) ***Summer Fest - updates (Inglis, Hunter, Bonello)***

The Summer Event sub-committee reported that the planning for the 2024 Summer Fest is progressing well and included a report in the EDTF agenda to briefly outline the status of their headway with this project. They will be confirming and collecting the Agreement

Forms in the next few weeks. They are also working on coordinating students to assist. This will be a great opportunity for them to obtain volunteer hours. It was confirmed by the MCD that the Township Banner, cooler and volunteer vests will be available for use. The sub-committee will continue to report back to the EDTF.

**c) 2024 Meeting Dates - update May Meeting**

The MCD advised that the May EDTF meeting needs to be changed to Monday, May 27th as there is a conflict with a Personnel and Audit Committee (P&A) Meeting. The MCD also reminded the EDTF that the October meeting will be an evening meeting (6:00 p.m.) in order to attract business owners to attend the public meeting during Small Business Month. A revised 2024 Meeting Dates schedule was included in the EDTF agenda.

**d) Municipal Campground**

The EDTF discussed an email that was sent to Council members (and included in the EDTF agenda) regarding the proposed Municipally-owned campground in North Frontenac and the concerns and suggestions that were contained in the email.

The EDTF recommends to Council that Deputy Mayor John Inglis (Chair) respond to the e-mail.

The MCD will provide information regarding the Municipal Act and Community Improvement Plan.

## **5. Communications**

**a) Local Labour Market Planning Report 2023/24**

The MCD included the Local Labour Market Planning Report 2023/24 in the EDTF agenda for information purposes. The EDTF advised this report has good information in it; however, would be nice to see more than 2 North Frontenac businesses being surveyed.

**b) 2024 Winter Fest**

The MCD included a poster for 2024 Winterfest to be held on Saturday February 24th at the Clar-Mill Hall 11:00 a.m. – 4:00 p.m. There will be a site meeting on February 21st to firm up the location plan for all of the activities and booths.

## **6. New Business**

**a) TODDs - Scenic Route Signage - \$1630 Annual Fee (Signage 41/506 and 509/7)**

The EDTF discussed the annual fee for the Scenic Route signage at Hwy 41/Road 506 and Road 509/Hwy 7 and agreed that the signs are essential for directing and attracting

people into the Township and would like to continue with this expense/investment. The MCD advised that the wooden signs on Road 506 and 509 have been taken down and are being refurbished by the manufacturer and will be re-installed in the Spring.

**b) *Township Strategic Plan – to Council on February 23, 2024***

The MCD provided a copy of the Draft Township Of North Frontenac Strategic Plan for 2024 – 2028 that will be presented to Council on Friday, February 23, 2024.

Deputy Mayor Inglis advised that there were a lot of changes regarding Economic Development, that the Economic Development Officer position will not be renewed after July and that the funding for the Community Improvement Plan (CIP) was approved-in-principle at \$15,000.

**c) *Potential EDTF Work Plan - Discussion***

The EDTF agreed to defer developing the EDTF Work Plan until the Township Strategic Plan has been approved. The MCD will work on a list of items that have been taking place by the current EDO and the EDTF can make some decisions on if they would like to include any of these initiatives in their workplan.

**d) *Quinte Sportsman, Boat & RV Show - Township Booth with EDTF Volunteers***

The MCD advised that Township will be participating in the Quinte Sportsman, Boat & RV Show on March 8th, 9th and 10th with a Township Booth staffed by the MCD, EDO and EDTF Volunteers. The set up will take place on March 7th. The booth will be promoting North Frontenac as well as selling the Township and Parklands branded materials.

**e) *2024 Solar Eclipse***

The MCD advised of an upcoming Solar eclipse on April 8, 2024 and requested volunteers to be at the North Frontenac Astronomy Park from 2:00 p.m. to 4:00 p.m. to assist with any public that visit the site to observe the eclipse. The members of the North Frontenac Amateur Astronomy Club will be viewing the eclipse from Kingston and are unavailable but recommend that the site is manned to educate the public as it is not safe to look directly at the Sun without specialized eye protection for solar viewing. Deputy Mayor John Inglis (Chair) volunteered however requested that at least one additional member volunteer also. The MCD will send an email to the EDTF members that includes additional information and criteria that needs to be met and interested individuals can respond to that email.

**7. *Adjournment***

**a) *Meeting adjourned at 10:20 a.m.***

**NOTE : The next meeting of the EDTF will take place on Monday, March 18, 2024 at**

**9:30 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 February 20, 2024 Notes of the Economic Development Task Force (EDTF);

**And That** Council approves Deputy Mayor Inglis responding to the e-mail from a local business regarding the Municipal Campground advising of the requirements of the Municipal Act and our Community Improvement Plan.

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