Economic Development Task Force Agenda

10:00 AM - Monday, August 17, 2026
Council Chambers
Zoom Link

1. Call to Order

2. Traditional Land Acknowledgement

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 Township of North Frontenac is committed to working with Indigenous Peoples and all residents to pursue a united path of reconciliation.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Economic Development Task Force Notes

a) Notes of the July 20, 2026 EDTF Meeting as approved via email and were received for information at the August 13, 2026 Regular Meeting of Council.

5. Business Arising

6. New Business

a) DRAFT ADMIN REPORT - Economic Development Task Force - 2026 Work Plan Update — 2 - 4
DRAFT ADMIN REPORT - Economic Development Task Force 2026 Work Plan Update - Pdf

b) 2026 Work Plan & Draft 2027 Work Plan — 5 - 10
2026 EDTF Work Plan - updated August 17, 2027
EDTF PARKING LOT
Business Workshop Notes - 2026

7. Adjournment

a) Meeting adjourned at _____ a.m.

DRAFT

To:	Mayor and Members of Council
From:	Brooke Ross, Manager of Community Development, Dipl.M.A. John Inglis, Councillor
Approved by:	Corey Klatt, Chief Administrative Officer
Date of Meeting:	11 Sep 2026
Re:	Economic Development Task Force – 2026 Work Plan Update

Recommendation:

Be It Resolved That Council receives for information the Manager of Community Development's (MCD) and the Economic Development Task Force (EDTF)'s Administrative Report entitled "Economic Development Task Force – 2026 Work Plan Update";

And That Council approves the removal of SummerFest from the Economic Development Task Force Work Plan and assigns responsibility for the planning, coordination and delivery of SummerFest to the Manager of Community Development, with authority to recruit community volunteers as required;

And That Council approves the discontinuation of WinterFest and directs that the funding previously allocated to WinterFest be redirected to the SummerFest budget for consideration within the 2027 Budget deliberations;

And That Council approves the removal of the Mural Project from the Economic Development Task Force Work Plan and assigns responsibility for administration of the program, including the selection of mural locations, to the Manager of Community Development;

And That Council approves the removal of the National Tradesperson Day Breakfast from the Economic Development Task Force Work Plan, with the initiative continuing to be administered by the Manager of Community Development;

And That Council approves the removal of the *Improvement of the Township Community Improvement Plan* initiative from the Economic Development Task Force Work Plan, as the project has been completed;

And That the Economic Development Task Force will update its Work Plan accordingly and redirect its efforts toward the development and implementation of new economic development initiatives for Council's consideration in 2027.

Background:

The Economic Development Task Force has reviewed its 2026 Work Plan and identified several initiatives that have either matured to the point where ongoing Task Force oversight is no longer required, are already being administered by the Manager of Community Development (MCD), or have been completed.

The EDTF has played a significant role in the development, implementation and growth of these initiatives. As programs become established and transition from development to regular operations, it is appropriate to periodically review whether they continue to require inclusion on the EDTF Work Plan.

DRAFT

Researched By:

Economic Development Task Force (EDTF)
Brooke Ross, Dipl.M.A., Dipl.M.M., Manager of Community Developement

Comments:

The EDTF has listed below recommendations regarding updates to its 2026 Work Plan. The proposed changes are intended to remove initiatives that have become operational in nature, have been completed, or are no longer considered an effective use of resources, allowing the EDTF to focus its efforts on new and emerging economic development priorities.

SummerFest – Remove from EDTF Work Plan
It is recommended that SummerFest be removed from the EDTF Work Plan and that responsibility for the planning, coordination and delivery of the event be assigned to the Manager of Community Development.

SummerFest has matured considerably and now has established operational processes, community recognition and volunteer participation. As a result, the event no longer requires ongoing strategic oversight from the EDTF and can be effectively administered by the MCD with the assistance of community volunteers recruited as required for planning, event set-up, operations and tear-down.

Removing SummerFest from the Work Plan will allow the EDTF to focus its meeting time on developing new economic development initiatives rather than the operational planning of an established annual event.

WinterFest – Discontinue Event
It is recommended that WinterFest be discontinued.

For the past four years, the EDTF has worked to develop and deliver WinterFest as a community winter event. Despite continued efforts to improve and promote the event, attendance has remained limited and the event has not experienced the same level of participation or growth as other Township initiatives.

It is therefore proposed that the funds currently allocated to WinterFest be redirected to SummerFest. SummerFest has become a highly attended and successful community event, and additional funding would provide an opportunity to continue expanding its programming, attractions and overall economic and community impact.

Mural Project – Remove from EDTF Work Plan
The Mural Project was established in 2017 when the EDTF invited local artists to participate in a program designed to showcase local talent, beautify the community and create unique attractions for residents and visitors.

Since that time, the program has continued annually, generally involving the selection of five artists to create murals that are installed at locations throughout the Township.
The majority of the program is currently administered by the Manager of Community Development, with the EDTF primarily involved in determining mural locations.

It is recommended that the Mural Project be removed from the EDTF Work Plan and that the MCD assume responsibility for selecting appropriate mural locations as part of the annual administration of the program. This will streamline the process and eliminate delays associated with bringing individual location selections to the Task Force between scheduled meetings.

National Tradesperson Day Breakfast – Remove from EDTF Work Plan
It is recommended that the National Tradesperson Day Breakfast be removed from the EDTF Work Plan.

The initiative has been administered by the Manager of Community Development since its inception. Although it currently appears on the EDTF Work Plan, the Task Force has no direct involvement in planning or delivering the event other than receiving updates for information.
Removing the initiative from the Work Plan will more accurately reflect the current responsibility and administration of the program.

Community Improvement Plan – Remove from EDTF Work Plan
It is recommended that the *Improvement of the Township Community Improvement Plan* initiative be removed from the EDTF Work Plan, as this project has been completed.
The EDTF has played an important role in establishing, developing and growing each of these initiatives. The recommended changes should therefore be viewed as a reflection of the success and maturity of these programs rather than a reduction in the importance of the Task Force.

As initiatives become established and transition into regular Township operations, removing them from the EDTF Work Plan provides capacity for the Task Force to identify and pursue new opportunities.

This will allow the EDTF to place greater emphasis on strategic economic development activities, including new initiatives intended to support local businesses, attract visitors and residents, encourage investment and strengthen North Frontenac's local economy.

Financial Impact:

There are no additional financial implications associated with removing SummerFest, the Mural Project and the National Tradesperson Day Breakfast from the EDTF Work Plan, as these initiatives are already considered annually within the budget.

It is recommended that the annual funding previously allocated to WinterFest be redirected to the SummerFest budget to support the continued growth and enhancement of that event.

Strategic Implications:

Economic Prosperity

Economic Development Task Force

2026 Work Plan

Objectives

1. Increased number of business startups and expansions
2. Increased Tourism

Initiatives

1. **Increased number of business startups and expansions**
    a. Welcome Package – Bonello
    b. Business Profiles –Thiel
    c. Bi-annual Business Owners Workshop Meetings – Bonello, Vaillancourt

2. **Increased Tourism**
    a. Attend Two (2) Tradeshows – Bonello, Thiel, Hunter
    b. ATV Trails (including K&P Trail) Opportunities and Promotion – Huetl, Bonello
    c. Strengthen relationship with Frontenac County Economic Development Team – County Representatives
    d. Advertising Initiatives to improve visitors coming to North Frontenac

Completed:

a. Business Dinner & Forum (April) – Vaillancourt, Huetl, Hunter
b. Improvement of Township Community Improvement Plan – Inglis, Huetl, MCD

Recommend move to Staff and remove from EDTF Workplan:

a. National Tradesman Day Breakfast (Sept) – MCD
b. SummerFest (July) – Bonello, Inglis, Vaillancourt, Hunter
c. WinterFest (February) – Bonello, Inglis, Hunter
d. Mural Project - MCD

Economic Development Task Force

2027 DRAFT Work Plan

Objectives

1. Increased number of business startups and expansions
2. Increased Tourism

Initiatives

3. Increased number of business startups and expansions

a. Welcome Package – Bonello
b. Business Profiles –Thiel
c. Bi-annual Business Owners Workshop Meetings – Bonello, Vaillancourt

4. Increased Tourism

a. Attend Two (2) Tradeshows – Bonello, Thiel, Hunter
b. ATV Trails (including K&P Trail) Opportunities and Promotion – Huetl, Bonello
c. Strengthen relationship with Frontenac County Economic Development Team – County Representatives
d. Advertising Initiatives to improve visitors coming to North Frontenac

Note due to a Municipal Election Year, this is a proposal only to the future EDTF

EDTF PARKING LOT

- Mountain Biking Trails
- Investigate Incentives for Businesses and Tourism Expansion
- Small Business Rental Space
- Tradeshow

Updated December 2023

Low Cost/Low Effort

- Career Fair
    - Spring/fall
- Branded Materials
    - Ask businesses to sell branded materials
    - Get more businesses on board
- Youth Mentorship Program
    - Under 18?
    - Under 21?
- Facebook
    - “what’s happening in NF”
- Passport
- Business Directory
    - Advertise it better
- Zoning, building, permits
    - Clarify/streamline
    - Permit information package/brochure
- Business Advertising
    - “what’s new in business” advertising
    - Monthly “carpenters”, “plumbers”, “lodges”

Low Cost/Moderate Effort

- Geocaching

Moderate Cost/Low Effort

- Visitor Guides
    - Advertise visitor guides and brochures at local establishments
- Christmas Tree Lighting Ceremony
    - Multiple, different businesses
- Summerfest
    - Business sponsors?
    - Booth costs
    - Change to more evening time
    - Admission?

Moderate Effort/Moderate Cost

- Youth Grant
    - $1,000 LDSB Expanded Opportunities, but also competing with others from Kingston (in the school board)
- Snowmobile show
- Car show

High Effort/High Cost

- Blue signs
    - MTO TODs
    - Directional signs
    - Generic sign boards at boat launches
- Increase winter tourism

    - Grooming
    - Snowmobile clubs (now with Griffith)
        - EDTF liaise with them
- Hiking trail maps
- Cycling
- Youth apprenticeship incentives
- Fair grounds
- Winter camping
    - “yurts”, “bunkies” within the parklands program
- How to attract more commercial store fronts

Others

- Dances at Clar Mill Hall
- Host a Trade show
- Expand Summerfest
    - Weekend
    - Fair
    - Rides
- Business Expo
    - Maybe increase Summerfest