



**TRAILS ADVISORY COMMITTEE
AGENDA**

Date and Time Friday, June 1, 2012, 10:00 a.m.

Place County of Frontenac Administrative Boardroom 2069 Battersea Road, Glenburnie

Members:

Denis Doyle, Deputy Warden

John Inglis, County Councillor

Allan McPhail, CRCA Representative

Dieter Eberhardt, User Representative

Derrick Spafford, User Representative

Joan Hollywood, Adjacent Land Owner

Marc Moeys, Adjacent Land Owner

Janet Gutowski, Warden, Ex officio

Page

1. Call to order
2. Adoption of the agenda
3. Disclosure of pecuniary interest and general nature thereof
4. Deputations and/or presentations
5. Closed meeting
- 2-5 6. Adoption of minutes
 - April 5, 2012 Minutes
7. Business arising from the minutes
 - Letter to Adjacent Landowners
- 6-7 8. Communications
 - Trails Brochure
- 8-9 9. Reports/Topics for Discussion
 - Update on Trails Activities
 - Trails Activity Report
10. Other business
11. Next meeting date
 - Friday, August 3, 2012 at 10:00 a.m.
12. Adjournment



MINUTES OF THE TRAILS ADVISORY COMMITTEE

April 5, 2012

A meeting of the Trails Advisory Committee (TAC) was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie on Thursday, April 5, 2012 at 10:00 a.m.

In attendance:

- Alan McPhail, Chair
- Deputy Warden Denis Doyle
- Councillor John Inglis
- Dieter Eberhardt
- Derrick Spafford

Regrets:

- Joan Hollywood
- Marc Moeys

Staff: Anne Marie Young, Manager of Economic Sustainability; Jenny Liu, Municipal Intern; Lisa Goodberry, Executive Assistant Temp (Recording Secretary)

1. Call to order

Alan called the meeting to order at 10:06 a.m.

2. Adoption of the agenda

The agenda was received.

3. Disclosure of pecuniary interest and general nature thereof

Alan requested that it be noted that, in accordance with the Municipal Conflict of Interest Act, no member of the Committee declared a pecuniary interest in any item on the agenda.

4. Deputations and/or presentations

Friends of Arden

David Daski spoke of the initiatives spearheaded by the Friends of Arden community group and its thoughts of bringing tourism to the area.

David's role with the group is to encourage the use of trails and investigate funding opportunities for signage. There are walking and hiking trails near Arden as well as canoeing. He has taken this project to the Economic Development Committee of Central Frontenac as well as Township Council. He would like to know how this Committee will embrace trails other than the Frontenac K & P. He posed a question with regard to insurance and who is responsible to carry the policy. He advised the trails in question are located on Township land. Alan advised if it was on Township land ultimately the Township insurance would be responsible as long as both the Township and the Insurer are aware. Anne Marie advised the Frontenac K&P is insured by the County and Trans Canada Trail is carried as a third party. Alan advised a concept would be to have a sub-committee be responsible. Another issue David had was with running trails on private land. Alan advised that he should speak to snowmobile clubs and other management groups for public trails as they would have experience in dealing with these issues. We have not yet got to the point of insurance coverage on private land. David advised that they need a little money and promotional support. Dieter advised that proper maps could be made here and added to websites and we could perhaps assist the budget for signage. Dieter spoke of land use permission forms and the user groups could be added to the policy. Alan advised that there is a Master Plan trails in the County and he suspected other trail developers should create similar standards for associated trails. Anne Marie advised information and directional signage as well as kilometre markers are being done for the Frontenac K&P Trail. John advised that we should have different signage for walking trails. David spoke of the standards needed for canoeing. Alan advised we have not dealt with this issue and suggested David speak to the Frontenac Arch Biosphere, the Quinte Conservation Authority or the Townships themselves as they may have examples.

Anne Marie will send a link to *Directions to our Future* to David.

5. Closed meeting – nil

6. Adoption of minutes

Committee Recommendation

THAT the minutes of the meeting of February 3, 2012 be adopted as circulated.

CARRIED

7. Business arising from the minutes

Letter to Landowners

Anne Marie provided a draft Communication Plan to the Committee. Web site updates are planned to reflect the Committee's mandate and to reflect progress of the trail activities. Alison Vandervelde will be assuming the position of County of Frontenac Communications Officer next week and will be working on this project.

Open house meetings were discussed and all agreed that holding two would be adequate. Alan suggested that the meetings could be scheduled and located to coincide with the work schedule. Dieter commented that if we held one in Verona then it would

be wind up being more of an information session as the plan has already been determined for the part of the trail.

Dieter has visited the Snow Trails Association to give them information on the development of the K&P and that it is designated as part of the Trans Canada Trail.

The Committee felt that there needs to be further discussion on the communications to adjacent landowners and form agreements with private owners. We will need to do public announcements and mailings to those who have private ownership of the trail and adjacent landowners. All agreed that a letter be sent prior to any public meetings. Denis would like to see some dates to the Communication Plan prior to presenting to Council. Anne Marie will be more specific as to where the public meetings will be held.

Anne Marie asked the Committee to approve the Communication Plan and then it would be submitted to Council.

Committee Recommendation

THAT the Committee accept the Communication Plan and focus on gaps in the North and to present to Council on April 18, 2012.

CARRIED

8. Communications

Anne Marie spoke of a letter from a landowner from Fish Creek who has hunting and trapping on the Frontenac K&P Trail. Local bylaws along with trails policies will be reviewed.

9. Reports/ Topics for Discussion: nil

10. Other business

Update on County Budget

The 2012 County budget has been passed by Council. The approved budget line for the Frontenac K&P Trail is \$260,000.

Update on Trails Activities

Anne Marie advised that Hardwood Creek Bridge will require a Federal environmental assessment. Anne Marie has also contacted a military unit based out of Ottawa to see if they would be interested in assisting on the build of the Hardwood Creek Bridge. Anne Marie was unsure of the amount of interest at this time.

Hardware for signage has been made and is ready and stored in a warehouse. Printing of the signage is slated for this year. The lower part of the K&P will be opened to Harrowsmith or perhaps even to Hartington. There will be an Official Opening; no date has been set. Anne Marie will get back to the Committee with a date. Allan advised that we ensure that the Rideau Trail Group and Snowmobile Clubs should be invited.

A tender for brushing and surfacing will be advertised for the part of the K&P from Orser Road to the Cataraqui Trail and another from Orser Road to Harrowsmith/ Hartington.

Denis asked for an update on what has been completed in accordance to the Implementation Plan.

Update on Funding

Anne Marie advised that TransCanada Trails is being accommodating with its funding.

Anne Marie needs direction from Denis and John as to how involved this committee would be with regard to the Eco-tourism funding allocated in the budget. John advised each township should create its own plan.

Denis asked for an update on what we have spent on the Frontenac K&P Trail in comparison to the Implementation Plan.

11. Next meeting date

Friday, June 1, 2012 at 10:00 a.m.

12. Adjournment

Committee Recommendation

That the meeting be adjourned at 11:30 a.m.

CARRIED

Alan McPhail, Chair

Anne Marie Young, Acting Clerk

Trails Advisory Committee

Allan McPhail, CRCA Rep (Committee Chair)
mcp@mail@queensu.ca

Denis Doyle, Frontenac County Deputy Warden ,
Frontenac Islands Township Mayor (Vice Chair)
denisdoyle@kos.net

John Inglis, Frontenac County Councillor,
North Frontenac Township Councillor
john@lwl.ca

Derrick Spafford, User Representative
info@healthandadventure.com

Joan Hollywood, Land Owner
joanhollywood@frontenac.net

Marc Moeys, Land Owner
marcmoeys@sympatico.ca

Dieter Eberhardt, User Representative
ols1439@ca.inter.net

Do not hesitate to contact a committee member, or the County Administration Office itself if you have any questions or comments regarding trails in Frontenac County.



4th Annual Trail Clean Up Day at the junction of the K&P and Cataraqui Trails in South Frontenac Township.
The annual Trail Clean Up Project provides the community with an opportunity to come together and contribute in a positive way towards many aspects of our sustainability.

Trails Advisory Committee

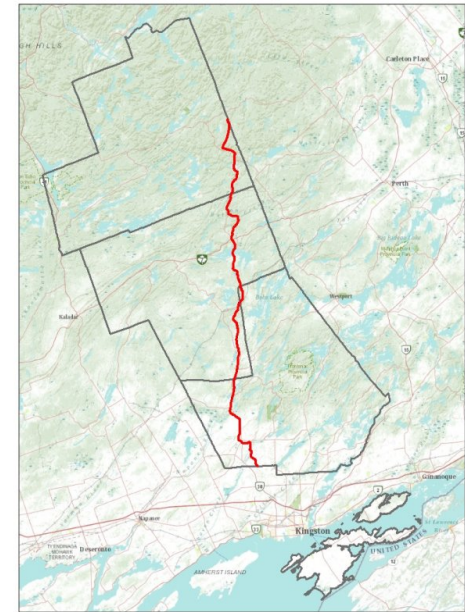
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Trails Advisory Committee



Trails in the County of Frontenac promote sustainable and healthy communities by encouraging residents and visitors to get active while appreciating the natural beauty and rich heritage of Frontenac County.

Trails Advisory Committee

Goal/Vision

The vision for the County of Frontenac stated in Directions for Our Future is Fresh With Opportunity, Growing Vibrant, Natural, Sustainable Places. Within this context the Vision shared in the Frontenac Trails Master Plan can be read:

Trails in the County of Frontenac promote sustainable and healthy communities by encouraging residents and visitors to get active while appreciating the natural beauty and heritage of Frontenac County.



Mandate

To provide input and suggestions regarding the execution of Implementation Plan for the Frontenac K&P Trail.

To provide input and suggestions regarding other trails initiatives throughout the County including the Townships of North, Central, South Frontenac and Frontenac Islands.

To report to County Council on progress on the committee's work.

Trails Master Plan

Complete in 2009, the Trails Master Plan details the health, economic and environmental benefits associated with recreational trails while making recommendations for ownership, uses, restrictions, standards, operating policies, and processes for all trail development in the County of Frontenac.



K&P Trail Implementation Plan

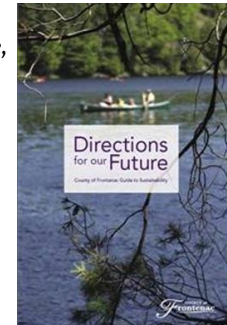
When completed, the former K&P rail line will be a recreational trail spanning South and Central Frontenac Townships and beyond.

The Implementation Plan includes a schedule of work, based on phases, necessary to allow the trail to reach its potential. Phases include Kingston to Harrowsmith, Harrowsmith to Verona, Verona, Piccadilly to Tichborne and Tichborne to Sharbot Lake. Opening the trail will create important linkages to the TransCanada Trail.



Other Advisory Committees

Sustainability Advisory Committee: To provide input and suggestions regarding the implementation of Directions for Our Future, in particular to help meet the Commitment Towards a Sustainable Future and Community Input elements.



150th Anniversary Planning Advisory Committee: To assist County Council with the provision of suitable celebrations of the County's 150th Anniversary.

Green Energy Task Force: To further the community's vision of the Energy Focus Area of Directions for Our Future.





Prepared for: Trails Advisory Committee

Prepared by: Anne Marie Young
Manager of Economic Sustainability

Date: June 1, 2012

Re: Trails Activity Update

Background

The unopened portion of the Frontenac K&P rail bed, acquired by the County of Frontenac in 2008, currently runs through the Township of South Frontenac and part of the Township of Central Frontenac. The County's acquisition of the land was undertaken as part of its economic stimulation efforts. The development of this multi-use trail offers an alternative transportation network for our residents and visitors, links us into the Trans Canada Trail system, connects our communities, and provides healthy lifestyle and recreational opportunities.

County Council adopted the Trails Master Plan and the Implementation Plan for the Frontenac K&P Trail at its October 2009 regular meeting.

Comment

Recent trail activities are as follows:

- Cataraqui Region Conservation Authority (CRCA) have been contracted to manage the resurfacing of the K&P from Orser Rd to the Cataraqui Trail as well as some work on the joined trail strip east to HWY 38 and the area west of HWY 38 south of Harrowsmith to Colebrook road. For the latter, some reshaping of the trail will be done for safety purposes for the crossing of the highway
- CRCA helped with the tender for the resurfacing work which was advertised with a closing date of June 5, 2012.
- A site visit was held on May 28th for companies interested in submitting a tender. Seven companies sent representatives. After the visit they met with CRCA and County staff. Major concern was the June 30th deadline for phase one (Orser Rd to Cataraqui Trail). We are working on possible solutions. This may have a bearing on the official opening date of June 30th. We will know by the end of next week.
- Signage will be erected once the trail work is completed. Staff is working with the manufacturers and the designer to complete and install before June 30th.
- Bridges: The engineers, Greer Galloway, have indicated that the Federal Environmental Assessment (EA) required for Hardwood Creek could be completed this year and have

Trail Activity Update
June 1, 2012

Page 1 of 2

advised that the tender for the bridge reconstruction can go out soon but noted that no work can be done in the first weeks of July because of the regulations with regard to working in water during that month. This will give us time get notifications to the adjacent landowners.

- The engineers have informed that Elbow Creek requires a Federal EA as well and this EA is more complicated and could take a couple of years. The time frame for this bridge reconstruction should happen in 2014 therefore the EA process has been started.
- Land issues continue to be dealt with.
- The County web-site has been updated to reflect the names of the Trails Advisory Committee and its mandate as well as links to documents for the Trails Master Plan and the Implementation Plan for the Frontenac K&P.
- A brochure has been drafted as indicated in the communication plan.
- A financial update is attached for the activity to date for the Frontenac K&P.
- A teleconference was recently held between staff and council representatives from North Frontenac, Frontenac Islands, and the County regarding potential projects for trail under the County budget allocation for eco-tourism.