



**TRAILS ADVISORY COMMITTEE  
AGENDA**

**Date and Time** Friday, October 5, 2012, 10:00 a.m.

**Place** County of Frontenac Administrative Boardroom 2069 Battersea Road,  
Glenburnie

**Members:**

Allan McPhail, Chair  
Warden Janet Gutowski  
Deputy Warden Denis Doyle  
Councillor John Inglis  
Dieter Eberhardt

Derrick Spafford  
Joan Hollywood  
Marc Moeys

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1. Call to order
2. Adoption of the agenda
3. Disclosure of pecuniary interest and general nature thereof
4. Closed meeting
5. Adoption of minutes
  - 12-08-03 Trails Advisory Committee minutes
6. Business arising from the minutes
7. Communications
8. Reports and Discussions
  - 2012 Work Plan Update
  - 2013 Draft Work Plan
9. Other business
10. Next meeting date
  - Friday, December 7, 2012 at 10:00 a.m.
11. Adjournment

2-6

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**Minutes of the Trails Advisory Committee Meeting  
August 3, 2012**

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A meeting of the Trails Advisory Committee (TAC) was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie on Friday, August 3, 2012 at 10:00 a.m.

**In attendance:**

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

**Regrets:**

- Joan Hollywood

**Staff:**

- Elizabeth Savill, CAO-Clerk
- Alison Vandervelde, Communications Officer;
- Anne Marie Young, Manager of Economic Sustainability;
- Kieran Williams, Municipal Intern;
- Angelique Tamblyn, Executive Assistant (Recording Secretary)

**1. Call to order**

The meeting was called to order at 10:01 a.m.

**2. Adoption of the agenda**

Committee Recommendation

The agenda was received with the following be added under other business:

- County - Wide Trails Concept Plan
- Frontenac K&P Trail Implementation Plan - Phase 2

CARRIED

**3. Disclosure of pecuniary interest and general nature thereof**

The Chair requested that it be noted that no member of the Committee declared a pecuniary interest.

**4. Deputations and/or presentations - NIL**

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Trails Advisory Committee Meeting Minutes  
August 3, 2012 -10:00 AM

5. **Closed meeting - Nil**

6. **Adoption of minutes**

Committee Recommendation

THAT the minutes of the meeting of June 10, 2012 be adopted as presented.

CARRIED

7. **Business arising from the minutes**

Warden Gutowski provided an update on the Concept Plan for the new cultural centre in Sharbot Lake. The funding support for the concept plan was provided by the County and Frontenac Community Futures Development Corporation (FCFDC). She advised that the consultants working on the plan will be making a presentation of the plan to the public on August 8th at 7:00 p.m. at Soldiers Memorial Hall in Sharbot Lake. The Warden encouraged the committee to attend the meeting as comments will be received and brought forward to Central Frontenac council in September.

8. **Communications**

Ms. Young indicated that there has been verbal communications with a couple of adjacent landowners.

9. **Reports/Topics for Discussion**

**2012 Work Plan Update**

**1. Expand on the committee's mandate for the inclusion of input and suggestions to recognize and realize actions relative to the County of Frontenac Trails Master Plan.**

Ms. Young provided the following update:

- **Encourage trail loops in villages and hamlets:**
  - The committee invited David Daski of the Friends of Arden to hear of their plans for a trail loop and offered suggestions
  - Eco-tourism projects for North Frontenac and Frontenac Islands appear to be taking a trail focus
- **Research and compile current trail maps and brochures**
  - KFL&A Health Unit
  - Land O' Lakes Tourist Association
  - Frontenac Arch Biosphere Network
  - EOTA (on-line)
  - Trans Canada Trail (on-line)
  - Ontario Trails Council (on-line)

**2. Target to fully open the K&P section from Orser Road to Harrowsmith in 2012**

Ms. Young provided the following update:

The resurfacing work through this section is complete; the official opening is planned for August 31.

**3. Work with the County's GIS Department to develop a comprehensive map of the K&P Trail and identify private property ownership in the areas of discontinuity. Develop a strategy to advance the continuity of the Trail.**

Ms. Young provided the following update:

- A trail map has been constructed
- Private property ownership has been identified in the areas of discontinuity
- Staff will be proposing to Council the development of a Phase 2 implementation plan in 2013 to address the Tichborne to Sharbot Lake section of the trail which will further acknowledge the discontinuity stretches

**4. Communicate with other trail organizations and invite them to committee meetings to share best practices and possible partnerships.**

Ms. Young provided a brief summary of the different communications that staff and members of the committee have participated in:

- Communication with other organizations has taken place as follows:
  - i. Cindy Cassidy of EOTA has been a guest at a meeting earlier in the year
  - ii. Mr. Eberhardt updated the K&P Snowmobile Association on the K&P Trail activities to date
  - iii. Friends of Arden representative David Daski attending the April meeting
  - iv. Deputy Warden Doyle and Ms. Young participated in 2 trail workshops hosted by the Frontenac Arch Biosphere
  - v. Jim Patterson, the new Executive Director for Trans Canada Trail, has met with Ms. Young to review the current implantation plan and he will be working with the County to transfer this information to a concept plan with the intention to validate the County's funding request(s) to assist in building the remaining bridges along the trail

**5. Ensure that the committee's time is allocated evenly between the implementation of the Frontenac K&P and other initiatives that facilitate the development and/or marketing of other trail systems in the County.**

Ms. Young provided the following update:

- A communications plan has been developed and accepted
- Public meetings are being considered for the fall
- Eco-tourism projects for North Frontenac and Frontenac Islands appear to be taking a trail focus and County staff are working with these municipalities to ensure the projects fit within the criteria of the Federal Gas Tax requirements
- Staff will be proposing to Council the development of a Concept Plan for trails in 2013 focusing on how to make our communities more liveable and to improve our economy through tourism and civic improvement

**Eco-Tourism Update**

- Deputy Warden Doyle reported that Frontenac Islands is investigating the possibility of opening an old concession road on Howe Island to use as a hiking trail.
- Councillor Inglis commented that North Frontenac has given direction to staff to work with County staff to see if various projects fall within the criteria of the Federal Gas Tax requirements.

**Trails – other updates**

- Ms. Young informed that Trans Canada Trails has also online mapping.
- Warden Gutowski suggested to inform the Ontario Federation of Snowmobiles Association of the Frontenac K&P Trail for inclusion in their newsletters and brochures
- Chair McPhail indicated that if better communications was developed between trail user organizations; for instance thinking of a bicycle trail, townships could be more willing to incorporate a better design for building roads to encourage cycling.
- Councillor Inglis reported that he recently travelled to Newfoundland and found short trails for the tourists (driving tourists) 1km, 2km, or 5 km trails that are well marked, with breaks for drivers. It looks like a provincial initiative.
- Ms. Young stated that the date to officially open the Frontenac K&P Trail is August 31 at 11 am at the Highway 38 junction on the east side, near Harrowsmith. Different user groups will be asked to be to be part of the ceremony. Ms. Vandervelde reported that the official opening will be promoted through media releases, ads in the weekly newspapers and by invitation.
- Mr. Eberhardt informed that he received some emails while he was away regarding the tenders. Ms. Young explained that the all tender quotes received were over the set budget. They were sent to the staff at Catarauqui Region Conservation Authority to be further scrutinized. Some elements such as barriers and top soil were removed. Crain Construction was the lowest bidder.
- Ms. Young informed the committee that County Council approved a funding application to the Community Infrastructure Improvement Fund for the amount of \$260,000 to be expended over a 2 year period.
- Ms. Young met with Jim Patterson, the new Executive Director for Trans Canada Trail who is willing to attend one of a committee/Council meeting.

Committee Recommendation

THAT public meetings to present information and updates to adjacent landowners be held on:

- Monday, September 17, 2012 at 6:30 p.m. at the Oso Hall in Sharbot Lake
- September 13, 2012 at 6:30 p.m. at the Lions Club Hall in Verona

CARRIED

County staff will make the arrangements.

Committee Recommendation

THAT the 2012 Work Plan Update report be received.

CARRIED

**10. Other business**

**County-Wide Concept Plan and Phase 2 of the Frontenac K&P Trail Implementation Plan**

- Ms Young presented an overview of these items to be proposed in the 2013 budget for discussion.
- The concept plan would gain further insights from individuals and groups with the goal of documenting and gaining a common understanding of the work to be done.
- The concept plan would be developed by a consultant; the Phase 2 plan could be done in house with the assistance of an intern. Both will require community consultation.

Both Councillor Inglis and Deputy Warden Doyle voiced their support for the County-Wide Concept Plan and the Phase 2 Implementation Plan.

Committee Recommendation

THAT the Committee advise County Council of its support and inclusion in the 2013 budget of the proposed County-Wide Concept Plan and the Phase 2 Implementation Plan as discussed.

CARRIED

**11. Next meeting date**

October 5, 2012 10:00 a.m.

**12. Adjournment**

Meeting adjourned at 11:18 a.m.



**TRAILS ADVISORY COMMITTEE REPORT**

**To:** Chair and Members of the Trails Advisory Committee

**From:** Anne Marie Young  
Manager of Economic Sustainability

**Date prepared:** October 4, 2012

**Date of meeting:** October 5, 2012

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**Re:** Trails Advisory Committee – 2012 Work Plan Update

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**Background**

At the November 16, 2011 regular meeting of County Council, Council approved the Trails Advisory Committee Work Plan for the balance of the year and for 2012. Council also expanded the mandate of this Advisory Committee to include some consideration of trails beyond the Frontenac K&P system. The revised mandate, with the additional point in bold print, reads:

- (ii) 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, and**
  - To report periodically to County Council on progress on the committee's work.

**Comment**

Work Plan activities realized to date:

1. **Expand on the committee's mandate for the inclusion of input and suggestions to recognize and realize actions relative to the County of Frontenac Trails Master Plan.**
  - **Encourage trail loops in villages and hamlets:**
    - The committee invited David Daski of the Friends of Arden to hear of their plans for a trail loop and offered suggestions
    - Eco-tourism projects for North Frontenac and Frontenac Islands appear to be taking a trail focus.
      - There will be a 3 km walking trail developed on an abandoned road allowance on Howe Island. This will serve as the eco-tourism project for the Frontenac Islands.

- **Research and compile current trail maps and brochures**

- KFL&A Health Unit
- Land O' Lakes Tourist Association
- Frontenac Arch Biosphere Network
- EOTA (on-line)
- Trans Canada Trail (on-line)
- Ontario Trails Council (on-line)

**2. Target to fully open the K&P section from Orser Road to Harrowsmith in 2012**

- The resurfacing work through this section is complete; the opening is planned for August 31
- The official opening of this section took place August 31, 2012. Over 60 people attended representing many trail users and organizations as well as the general public.

**3. Work with the County's GIS Department to develop a comprehensive map of the K&P Trail and identify private property ownership in the areas of discontinuity. Develop a strategy to advance the continuity of the Trail.**

- A trail map has been constructed
- Private property ownership has been identified in the areas of discontinuity
- Staff will be proposing to Council the development of a Phase II implementation plan in 2013 to address the Tichborne to Sharbot Lake section of the trail which will further acknowledge the discontinuity stretches

**4. Communicate with other trail organizations and invite them to committee meetings to share best practices and possible partnerships.**

- Communication with other organizations has taken place as follows:
  - i. Cindy Cassidy of EOTA has been a guest at a meeting earlier in the year
  - ii. Mr. Eberhardt updated the K&P Snowmobile Association on the K&P Trail activities to date
  - iii. Friends of Arden representative David Daski attending the April meeting
  - iv. Deputy Warden Doyle and Ms. Young participated in 2 trail workshops hosted by the Frontenac Arch Biosphere
  - v. Jim Patterson, the new Executive Director for Trans Canada Trail, has met with Ms. Young to review the current implantation plan and he will be working with the County to transfer this information to a concept plan with the intention to validate the County's funding request(s) to assist in building the remaining bridges along the trail
- Staff worked with District One Snowmobile Association in making an application to the Ontario Tourism Infrastructure Fund for the bridge at Hardwood Creek.

**5. Ensure that the committee's time is allocated evenly between the implementation of the Frontenac K&P and other initiatives that facilitate the development and/or marketing of other trail systems in the County.**

- A communications plan has been developed and accepted
- Public meetings are being considered for the fall
- Eco-tourism projects for North Frontenac and Frontenac Islands appear to be taking a trail focus and County staff are working with these municipalities to endure the projects fit within the criteria of the Federal Gas Tax requirements
- Staff will be proposing to Council the development of a Concept Plan for trails in NF and FI in 2013 focusing on how to make our communities more liveable and to improve our economy through tourism and civic improvement

- Open meetings were held for adjacent landowners to air any concerns or issues at the following locations: Verona on September 13 and Sharbot lake on September 17.

**Financial Implications**

Provisions for trail related expenses have been included in the 2012 budget.

**Committee Recommendation**

THAT the Trails Advisory Committee receive this *2012 Work Plan Update* report for information.



**TRAILS ADVISORY COMMITTEE REPORT**

**To:** Chair and Members of the Trails Advisory Committee

**From:** Anne Marie Young  
Manager of Economic Sustainability

**Date prepared:** October 4, 2012

**Date of meeting:** October 5, 2012

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**Re:** Trails Advisory Committee – 2013 DRAFT Work Plan

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**Background**

The Mandate for the Trails Advisory Committee for the County of Frontenac reads as follows:

(ii) 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, and
- To report periodically to County Council on progress on the committee's work.

**Comment**

Draft 2013 Work Plan:

1. Provide input and suggestions to recognize and realize actions relative to the County of Frontenac Trails Master Plan.
2. Target to fully open the K&P section from Hartington to Craig Road in 2013
3. Work with adjacent landowners and private property owners (in the areas of discontinuity). Develop a strategy to advance the continuity of the Trail
  - Frontenac K&P Implementation Plan – Phase 2
4. Communicate with other trail organizations and invite them to committee meetings to share best practices and possible partnerships.
5. Ensure that the committee's time is allocated evenly between the implementation of the Frontenac K&P and other initiatives that facilitate the development and/or marketing of other trail systems in the County.
  - Trails Concept Plan for the County of Frontenac

**Proposed Budget**

**Trail Development**

Hardwood Creek Bridge Construction	150,000
Maintenance - Orser to Colebrook	5,000
Barriers & Bollards	70,000
Maintenance - Colebrook to Boyce Rd	5,000
Brushing & Resurfacing Boyce Rd to Bellrock Rd	100,000
Land Acquisition	20,000
K&P Implementation Plan – Phase 2 Tichborne to Sharbot Lake	500
Trails Concept Plan consultant contract	30,000
	<u>380,500</u>

**Committee Recommendation**

THAT the Trails Advisory Committee receive this *2013 DRAFT Work Plan* report;

AND FURTHER it recommends to the Council of the County of Frontenac the approval of the Trails Advisory Committee's 2013 Work Plan as outlined in this report.