



**TRAILS ADVISORY COMMITTEE  
AGENDA**

**Date and Time** Friday, December 7, 2012, 10:00 am.

**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

Page

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
  - Minutes of Meeting held October 5, 2012
6. Business arising from the minutes
  - Trails Advisory Committee - 2013 Revised Draft Work Plan
7. Communications
8. Reports
  - Trails Advisory Committee – 2012 Work Plan Update
9. Other business
10. Next meeting date
11. Adjournment

2-6

7-9

10-12



**Minutes of the Trails Advisory Committee Meeting  
October 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 Friday, October 5, 2012 at 10:00 a.m.

**In attendance:**

- Alan McPhail, Chair
- Warden Janet Gutowski
- Councillor John Inglis
- Marc Moeys
- Derrick Spafford

**Regrets:**

- Deputy Warden Denis Doyle
- Joan Hollywood
- Dieter Eberhardt

**Staff:**

- Anne Marie Young, Manager of Economic Sustainability;
- Alison Vandervelde, Communications Officer;
- Angelique Tamblyn, Executive Assistant (Recording Secretary)
- Kevin Farrell, GIS Specialist

**Guest**

- Louise Dignum

**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 as presented.

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**

**5. Closed meeting - Nil**

**6. Adoption of minutes**

---

Trails Advisory Committee Meeting Minutes  
October 5, 2012

RECEIVED BY COUNCIL OCTOBER 17, 2012

Page 1 of 5

Committee Recommendation

THAT the minutes of the meeting of August 3, 2012 be adopted as presented.

CARRIED

**7. Business arising from the minutes - Nil**

**8. Communications**

Ms. Young indicated that she has had telephone conversations with three adjacent landowners following the open meetings. She also shared a letter from an adjacent landowner received at the County office October 4, 2012. The committee members suggested a response should be prepared.

**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.**

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.

Ms. Young provided the following update:

- 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.

Councillor Inglis commented that North Frontenac is finding it difficult to find a project for eco-tourism that fits the requirements for Federal Gas Tax fund and he will bring this to County Council's attention.

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

Ms. Young provided the following update:

- The official opening of this section took place August 31, 2012; over 60 people attended representing many trail users and organizations and the general public

Warden Gutowski commented on the lack of signs on Road 38 indicating trail crossing and suggested that the County and South Frontenac Township collaborate to get these signs erected as soon as possible to avoid any liability issues.

**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

Ms. Young provided the following update:

- 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 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 NF and FI in 2013 focusing on how to make our communities more livable and to improve our economy through tourism and civic improvement

Ms. Young provided the following update:

- 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

Discussion concerning the public meetings ensued with some notes circulated for review.

Committee Recommendation

THAT the 2012 Work Plan Update report be received;

AND FURTHER there be follow-up communications with adjacent land owners who attended public meetings to: (1) share notes from meetings; (2) direct them to [www.frontenacounty.ca](http://www.frontenacounty.ca) for Trails Advisory Committee agendas and minutes; and (3) keep aware of future public meetings.

CARRIED

**2013 DRAFT Work Plan**

A draft 2013 work plan was discussed resulting in the following:

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
  - a. Work with Limestone District School Board to resolve land issue around Verona Public School
  - b. Work with South Frontenac TWP regarding Verona Street and other right of way issues through Verona
  - c. Work with South Frontenac TWP to ensure appropriate safety measures and signage are in place along the trail where they intersect with roads
3. Work with adjacent landowners and private property owners (in the areas of discontinuity). Develop a strategy to advance the continuity of the Trail
  - a. 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.
  - a. 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
	380,500

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.

CARRIED

Councillor Inglis expressed his interest in working more on item 5 in 2013 anticipating that the Trails Concept Plan would encourage more of the committee`s time being allocated to other trail work in the County.

**10. Other Business**

Mr. Ferrell showed adjacent landowners' buildings near or on the Frontenac K&P Trail from the bridge at Hardwood Creek to just east of Craig Road on the County's [www.frontenacmaps.ca](http://www.frontenacmaps.ca). It was suggested that when the trail is being developed near a building that the traffic part of the trail should be diverted to the opposite edge of the trail where possible.

**11. Next Meeting**

The next meeting will be held on December 7, 2012 at 10:00 a.m.

**12. Adjournment**

Meeting adjourned at 11:15 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:** December 3, 2012

**Date of meeting:** December 7, 2012

---

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

---

**Committee Recommendation**

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

AND FURTHER it recommend to the Council of the County of Frontenac the approval of the Trails Advisory Committee's 2013 Work Plan attached as Exhibit 'A' to this report.

**Background**

At the October 5, 2012 Trails Advisory Committee meeting, a report was presented to the Committee outlining the Trails Advisory Committee 2013 Draft Work Plan. At that same meeting, the Committee passed the following motion:

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

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

**Comments**

The minutes of the October 5, 2012 Trails Advisory Committee were received by County Council at its October 17, 2012 regular meeting. However, the work plan of the committee did not reflect key budget information relating to the operation of the committee itself. Further clarity has been added also to show the proposed trail activities as being supported by the committee for inclusion in the 2013 County budget in order to meet the mandate of the committee. The committee's meeting dates for 2013 have also been added.

**Financial Implications**

The 2013 proposed budget and proposed activities are included as part of the Trails Advisory Committee – 2013 Work Plan.



**Trails Advisory Committee  
2013 Proposed Work Plan**

---

**Goal/Vision**

The vision of the County of Frontenac stated in *Directions for Our Future* is *Fresh with Opportunity Growing Vibrant, Innovative, Natural, Sustainable Places*. Within the 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 rich 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 periodically to County Council on progress on the committee's work.

**Proposed Planning Activities for 2013**

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

<p><b>Proposed Schedule of Meetings</b>                  Friday, February 1, 10:00 a.m.                  Friday, April 5, 10:00 a.m.                  Friday, June 7, 10:00 a.m.                  Friday, August 2, 10:00 a.m.                  Friday, October 4, 10:00 a.m.                  Friday, December 6, 10:00 a.m.</p>	<p><b>Proposed 2013 Budget</b></p> <table> <tr> <td>Meeting expenses</td> <td>\$2,000</td> </tr> <tr> <td>Activities including public meetings, seminars, webinars, conferences</td> <td>3,000</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$5,000</b></td> </tr> </table> <p><b>Trails Activities</b></p> <table> <tr> <td>Hardwood Creek Bridge Construction</td> <td>\$150,000</td> </tr> <tr> <td>Maintenance - Orser to Colebrook</td> <td>\$5,000</td> </tr> <tr> <td>Barriers &amp; Bollards</td> <td>\$70,000</td> </tr> <tr> <td>Maintenance - Colebrook to Boyce Rd</td> <td>\$5,000</td> </tr> <tr> <td>Brushing &amp; Resurfacing Boyce Rd to Bellrock Rd</td> <td>\$100,000</td> </tr> <tr> <td>Land Acquisition</td> <td>\$20,000</td> </tr> <tr> <td>K&amp;P Implementation Plan – Phase 2 Tichborne to Sharbot Lake</td> <td>\$500</td> </tr> <tr> <td>Trails Concept Plan consultant contract</td> <td>\$30,000</td> </tr> <tr> <td><b>Total Trails Activities</b></td> <td><b>\$380,500</b></td> </tr> </table>	Meeting expenses	\$2,000	Activities including public meetings, seminars, webinars, conferences	3,000	<b>Total</b>	<b>\$5,000</b>	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	<b>Total Trails Activities</b>	<b>\$380,500</b>
Meeting expenses	\$2,000																								
Activities including public meetings, seminars, webinars, conferences	3,000																								
<b>Total</b>	<b>\$5,000</b>																								
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																								
<b>Total Trails Activities</b>	<b>\$380,500</b>																								



**TRAILS ADVISORY COMMITTEE REPORT**

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

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

**Date prepared:** December 3, 2012

**Date of meeting:** December 7, 2012

---

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

---

**Committee Recommendation**

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

**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.
    - 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.
    - Eco-tourism projects for North Frontenac and Frontenac Islands:

- A 3 km walking trail is currently being developed on an abandoned road allowance on Howe Island. This will serve as the eco-tourism project for the Frontenac Islands.
- A star gazing pad will be constructed in North Frontenac to promote a new eco-tourism project called Dark Skies. County Council has agreed to hold 2012 Federal Gas Tax funds for use in 2013.

- **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.
  - Directional and/ or information signage from Orser Road to Graham Road is currently being installed.
  - Negotiations continue with an adjacent landowner regarding a land purchase.
  - Notes from the adjacent landowners meeting were sent out to those who requested.
  - A beaver dam issue in the Fish Creek portion of the trail has been reported. Staff is looking into a solution.

**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.

- vi. Staff worked with District One Snowmobile Association in making an application to the Ontario Tourism Infrastructure Fund for the bridge at Hardwood Creek. Funding was not secured.
- vii. Rideau Trail Group is using part of the K&P trail to form a loop in their trail system. They have installed small orange triangular markers to signify the loop.

**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 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 NF and FI in 2013 focusing on how to make our communities more liveable and to improve our economy through tourism and civic improvement.

**Financial Implications**

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