



**TRAILS ADVISORY COMMITTEE
AGENDA**

Date and Time Friday, February 1, 2013, 10:00 am.

Place County of Frontenac Administrative Boardroom 2069 Battersea Road, Glenburnie

Members:

Allan McPhail, Chair
Councillor Denis Doyle
Councillor John Inglis
Dieter Eberhardt

Derrick Spafford
Joan Hollywood
Marc Moeys
Warden Janet Gutowski, Ex officio

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1. Call to order
2. Adoption of the agenda
3. Disclosure of pecuniary interest and general nature thereof
4. Deputations and/or presentations
5. Adoption of minutes
 - Minutes of meeting held December 7, 2012
6. Reports/Topics for Discussion
 - 2013-030
2013 Work Plan Update
 - 2013-031
Trails Concept Plan – Draft Terms of Reference
 - Update on portions of the K&P Trail as a feeder trail to the Trans Ontario Provincial (TOP) Trails
(Mr. Eberhardt will provide this update to the Committee)
 - Ontario Sport and Recreation Communities Fund
7. Other business
8. Next meeting date
The next meeting is schedule for Friday, April 5, 2013 at 10:00 a.m. in the County Boardroom.
9. Adjournment

2-5

6-7

8-9

10-11



**TRAILS ADVISORY COMMITTEE
MINUTES
December 7, 2012**

A meeting of the Trails Advisory Committee was held in the County Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie on Friday, December 7, 2012 at 10:00 a.m.

In attendance:

- Allan McPhail, Chair
- Councillor Denis Doyle, Vice-Chair
- Councillor John Inglis
- Derrick Spafford
- Dieter Eberhardt
- Joan Hollywood
- Marc Moeys

Staff:

Anne Marie Young, Manager of Economic Sustainability
Jannette Amini, Deputy Clerk, Recording Secretary
Kieran Williams, Municipal Intern

1. Call to order

The Chair called the meeting to order at 10:00 a.m.

2. Adoption of the agenda

Committee Recommendation

THAT the agenda be confirmed.

CARRIED

3. Disclosure of pecuniary interest and general nature thereof

The Chair requested the Recording Secretary to make note in the minutes that no members of the committee declared any disclosures of pecuniary interest

4. Closed meeting: Nil

5. Adoption of minutes

Minutes of Meeting held October 5, 2012

Committee Recommendation

THAT the minutes of the Trails Advisory Committee meeting held October 5, 2012 be adopted as circulated.

CARRIED

6. Business arising from the minutes

Trails Advisory Committee - 2013 Revised Draft Work Plan

Ms. Young provided an overview of the report which identifies the proposed amendments to the 2013 Work Plan which was presented to the Committee at its October meeting.

With respect to queries regarding the Committee's time, Ms. Young explained that the Trails Concept Plan would go to tender once the 2013 budget is adopted and this Plan differs from the Trails Master Plan as the Master Plan only sets out standards and does not encompass all individual trails within the County. It could be of some value for this Committee to rough out that Concept Plan given that it could be a potential 6 months before a tender is ready to go. This will also prepare the Committee with respect to other trail initiatives outside of the K&P Trail. She advised that a draft Terms of Reference for the tender will be brought back to the Committee at its next meeting for input.

The Committee discussed the possibility of postponing brushing and surfacing of trails so that additional dollars could be used for further extensions of the trail; however it was noted that this would present safety issues with the trails. It was noted that the amount of foot traffic increases when a trail is brushed and surfaced and that there are risks involved in opening a trail that is not surfaced and the County must show its due diligence. Completing the trail to proper standards opens the trails to greater use.

Ms. Young informed the Committee that the next 2 proposed bridges are ready to go once the funding has been approved. As well, she is looking into other sources of funding.

Other issues raised by the Committee were a lack of policy regarding users cleaning up after their animals; this will be looked at as part of the implementation plan. This would also become a budget item if signage is required and any signage would also need to identify who has the right of way on the trails.

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.

CARRIED

7. Communications

Ms. Young advised the Committee of calls received with respect to beaver issues in the area around the trails and the potential need for trapping. Ms. Young is investigating this matter as there should be no trapping permitted on the trail and signage to this effect will be required. The

trails are regarded in the same manner as Township roads in which a By-law is in place that prohibits trapping or the discharge of firearms and the O.P.P. are able to lay charges on those found in contravention of this by-law.

Ms. Young noted another issue which has been brought to her attention regarding well capping on or close to the trail.

These issues have been noted in Ms. Young's 2012 Work Plan Update Report

8. Reports

Trails Advisory Committee – 2012 Work Plan Update

Ms. Young provided an overview of the updates noted in the report. She pointed members to the displays of the interpretive signage in the room that will be going up along the trails. Staff did meet to determine content of the signage to ensure that all of the history along the trail is incorporated into the signage. She further advised that the City of Kingston has taken the same design and logo; however Kingston is doing its own signage which incorporates its own colours of red and blue and these should be up before Christmas.

Committee Recommendation

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

9. Other business

Future Open Houses

The Committee discussed the possibility of holding additional Open Houses as many people did not receive information on the previous ones and the proposed signage being presented today could be on display at these future Open House meetings. It was expressed that this should be a Verona based public meeting as this is where the next section of the trail is set to go. Any such meeting should be held prior to any construction being done on the trail so people are aware of what is taking place. The Committee agreed the Public Meeting should take place before spring of next year and once the Communication Plan is approved, this could be incorporated into that.

Development of Local Trails Association

The Committee discussed, with the increasing number of trail loops, that the development of a Local Trails Association should be encouraged and future funding for such a group may be requested. It was felt that it might be useful for this Committee to advocate for such a group.

Trans Ontario Provincial Trails

Mr. Eberhardt requested permission to approach the Ontario Federation of Snowmobile Clubs (OFSC) to consider having that portion of the K&P Trail from Verona to Harrowsmith designated as a feeder trail into the Trans Ontario Provincial (TOP) E Trail. The Cataraqui Trail is currently designated as the TOP E snowmobile trail. Once designated by the OFSC the snowmobile club can then erect signage and provide winter grooming and maintenance. He would like to start the process of having this portion of the K&P trail identified as a feeder trail.

Committee Recommendation

THAT Council authorize Mr. Eberhardt to investigate the possibility of the Ontario Federation of Snowmobile Clubs designating the K&P Trail from Verona to Harrowsmith as a feeder trail to the Trans Ontario Provincial (TOP) Trails.

CARRIED

10. Next meeting date

The next meeting of the Trails Advisory Committee is scheduled for Friday, February 1, 2013 in the County Boardroom at 10:00 a.m.

11. Adjournment

Committee Recommendation

THAT the Trails Advisory Committee meeting does hereby adjourn.

CARRIED

The meeting adjourned at 11:15 a.m.



Report 2013-030

TRAILS ADVISORY COMMITTEE REPORT

To: Chair and Members of the Trails Advisory Committee
From: Anne Marie Young
Manager of Economic Sustainability
Date prepared: January 23, 2013
Date of meeting: February 1, 2013

Re: Trails Advisory Committee – 2013 Work Plan Update

Committee Recommendation

THAT the Trails Advisory Committee receive the *2013 Work Plan Update* report for information.

Background

At the December 19, 2012 regular meeting of County Council, Council approved the Trails Advisory Committee Work Plan for 2013.

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.

Committee Report
Trails Advisory Committee – 2013 Work Plan Update
February 1, 2013

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Comment

Work Plan activities realized to date:

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
Update 2013-02-01 – A draft document is underway and staff intend to have it ready for the committee to review at the meeting in April.
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
Update 2013-02-01 – A draft Terms of Reference has been drawn up and has been submitted to the Trails Advisory Committee under a separate report.

Financial Implications

Provisions for trail related expenses have been included in the 2013 budget.



Report 2013-031

TRAILS ADVISORY COMMITTEE REPORT

To: Chair and Members of the Trails Advisory Committee

From: Anne Marie Young
Manager of Economic Sustainability

Date prepared: January 24, 2013

Date of meeting: February 1, 2013

Re: Trails Advisory Committee – Trails Concept Plan – Draft Terms of Reference

Committee Recommendation

THAT the Trails Advisory Committee receive the Trails Concept Plan – Draft Terms of Reference report for information.

Background

At the December 7, 2012 Trails Advisory Committee meeting staff indicated that a draft Terms of Reference would be brought to the next committee meeting for discussion.

Comment

Staff has researched other concept plans and also looked to the County's planning expertise for assistance. The following are suggestions for a draft Term of Reference.

Deliverables:

- A mapped inventory of existing trails in Frontenac County including information on length, ownership, maintenance, and user groups.
- Identification of key priorities for trails in Frontenac County (e.g. creating loops, connecting key tourist destinations, linkages with other municipalities, upgrading existing trails for user groups).
- Updated trail standards complying with Integrated Accessibility Standards and other applicable legislation and best practices.
- Identify and initial cost estimate potential future trail routes, loops and connections.
- Recommendations of upgrades and/or user group changes for existing trails.
- Ranking and prioritization of potential future trails based on a 10 year capital master plan
- Provide recommendations on the role of the County and other stakeholders in the future of the trails system.

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Trails Advisory Committee – Trails Concept Plan – Draft Terms of Reference
February 1, 2013

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Phase 1

- Create an inventory of existing trails in Frontenac County including information on ownership, maintenance.
- Identify key priorities for trails in Frontenac County.
- Update trail standards to comply with Integrated Accessibility Standards and other applicable legislation and best practices.

Phase 2

- Identify and provide estimates of potential future trail routes, loops and connections.
- Recommend upgrades and/or user group changes for existing trails.
- Provide 10 year capital master plan, ranking trail options based on key priorities.

Financial Implications

Provisions for the Trail Concept Plan have been included in the 2013 budget for the amount of \$30,000.

Jannette Amini

From: Jannette Amini
Sent: Friday, January 25, 2013 1:41 PM
To: Jannette Amini
Subject: FW: Ontario Sport and Recreation Fund 2012-13 / Fonds ontarien d'action communautaire pour les sports et les loisirs 2012-13

Importance: High

Subject: FW: Ontario Sport and Recreation Fund 2012-13 / Fonds ontarien d'action communautaire pour les sports et les loisirs 2012-13

Importance: High

Please review and feel free to distribute this information.

The Ontario Sport and Recreation Communities Fund (OSRCF) is a grant program that supports a vision of getting and keeping Ontarians active in community sport, recreation and physical activity.

Application deadline for both Provincial and Local/Regional projects is **March 19, 2013 by 12:00 noon EST.**

Applicants are required to apply online through Grants Ontario. The process requires some advanced work:

You should register as soon as possible before the application deadline.

More information is available at

<http://www.grants.gov.on.ca/GrantsPortal/en/OntarioGrants/GrantOpportunities/PRDR006918>

Thank you

Louise Richer
Regional Services Advisor/Conseillère, Services régionaux
Ministry of Citizenship and Immigration/Ministère des Affaires civiques et de l'Immigration
Ministry of Tourism, Culture and Sport /Ministère du Tourisme, de la Culture et du Sport
51 Heakes Lane, First Floor, Kingston, ON K7M 9B1
613-531-5599 or 1-800-293-7543 ext 5599
louise.richer@ontario.ca

SVP - revoir et distribuer librement

Le fonds ontarien d'action communautaire pour les sports et les loisirs (FOACSL) est un programme de subvention qui soutient l'objectif de faire participer les Ontariens et Ontariennes à des activités physiques et à des sports et des loisirs communautaires.

Les demandes pour des projets provinciaux, régionaux ou locaux doivent être remises au plus tard le **19 mars 2013, à midi** (heure de l'Est).

Les requérants doivent présenter leur demande par le biais de Subventions Ontario. Une certaine préparation est nécessaire avant de présenter la demande.

Vous devez vous inscrire le plus tôt possible la date limite pour présenter la demande.

Pour plus d'information, veuillez consulter :

<http://www.grants.gov.on.ca/GrantsPortal/fr/OntarioGrants/PRDR006919.html>

Merci

Louise Richer

Regional Services Advisor/Conseillère, Services régionaux

Ministry of Citizenship and Immigration/Ministère des Affaires civiles et de l'Immigration

Ministry of Tourism, Culture and Sport /Ministère du Tourisme, de la Culture et du Sport

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