



**TRAILS ADVISORY COMMITTEE
AGENDA**

Date and Time Thursday, June 6, 2013, 10:00 am.

Place County of Frontenac Administrative Boardroom 2069 Battersea Road, Glenburnie

Members:

Denis Doyle, County Councillor
John Inglis, County Councillor
Gary Davison, County Councillor
Allan McPhail, CRCA Representative

Dieter Eberhardt, User Representative
Derrick Spafford, User Representative
Joan Hollywood, Adjacent Land Owner
Marc Moeys, Adjacent Land Owner

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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 April 5, 2013
6. Communications
 - Correspondence receive from a member of the public regarding trail conditions and maintenance
7. Reports/Topics for Discussion
 - 2013-105
Trails Advisory Committee – 2013 Work Plan Update
8. Other business
9. Next meeting date
 - The next regular meeting of the Trails Advisory Committee is scheduled for Thursday, August 1, 2013 at 10:00 a.m. at the County Administration Building.
10. Adjournment

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**TRAILS ADVISORY COMMITTEE
MINUTES
April 5, 2013**

A meeting of the Trails Advisory Committee was held in the Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie, on Friday, April 5, 2013 at 10:00 a.m.

In attendance:

- Allan McPhail, Chair
- Councillor Denis Doyle, Vice-Chair
- Councillor John Inglis
- Dieter Eberhardt
- Marc Moeys

Regrets:

- Councillor Gary Davison
- Warden Janet Gutowski
- Derrick Spafford
- Joan Hollywood

Staff:

- Anne Marie Young, Manager of Economic Sustainability
- Jannette Amini, Deputy Clerk, Recording Secretary

1. Call to order

Mr. McPhail, Chair, called the meeting to order at 10:07 a.m.

2. Adoption of the agenda

Moved By: Councillor Doyle
Seconded By: Councillor Inglis

THAT the agenda for the April 5, 2013 Trails Advisory Committee be adopted.

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. Deputations and/or presentations

Mr. Jim Patterson and Ms. Melissa Pomeroy, General Manager, attended the meeting on behalf of the Trans Canada Trail Foundation. Mr. Patterson provided the Committee with a brief

background of the Trans Canada Trail along with funding opportunities it offers in order to help facilitate trail development. He overviewed for the Committee the application process which includes outlining potential phases of the applicants' trail along with what would be required in order to get the trail built. Once an application is approved, Trans Canada Trail will earmark funding from year to year towards the trail. It offers 100% funding of trail planning and design and trail study/construction costs for bridge engineering. As well, it offers up to \$250,000 for bridges, although this is not considered a high priority. There may also be funding available to go towards land acquisition. This is a partnership in which Trans Canada Trail provides 50% of funding with the other 50% coming from the municipality; however the municipality's share of the funding can be in the form of in-kind services.

Mr. Patterson noted that the Trans Canada Trail would like to see the trail across Canada completed by 2017 and can confirm that over the next 2 years, funding will be available. Funding may still be available beyond 2017 provided that it has already been earmarked as part of the trail. He did advise the Committee that Trans Canada Trail will not provide funding for trails that permit the use of ATVs. These can still be designated as part of the Trans Canada trail, just not funded by the Foundation. He suspects that this is due to the trails being promoted as healthy living although snowmobile uses are permitted as the many of these trails are part of snowmobile club trails.

5. Adoption of minutes

Moved By: Mr. Eberhardt
Seconded By: Councillor Doyle

THAT the minutes of the Trails Advisory Committee meeting held February 1, 2013 be adopted.

CARRIED

6. Business arising from the minutes

The Committee questioned what the implications are with respect to the Trails Committee Work Plan given that County Council has not yet passed its budget to which Ms. Young advised that this will delay issuing the RFP for the bridge and trail work from Hardington to Verona. The RFP itself is ready to be issued once the budget has been passed. The Committee felt that potential suppliers should be advised of the situation and that the RFP for the work should be forthcoming around the end of June.

With respect to the previous meeting minutes in which Councillor Davison suggested alternative ways of doing the work, Ms. Young noted that this has been built into the RFP and contractors are able to suggest solutions and costs. All specifications for the bridge work are ready to go and staff is awaiting approval of the budget in order to move forward.

With respect to land ownership issues that were identified at the last meeting, Ms. Young advised the Committee that Mr. Kieran Williams, Municipal Intern, is working with her for the next month and will be working on this as well as the implementation plan. She anticipates bringing something forward to the Committee at its next meeting.

7. Communications

Trail Clean Up Day - Saturday, April 27

Ms. Young noted that this will be the 5th Annual Trail Clean Up Day and is planned for the first time in the Verona area. Participants will be offered pizza and a drink for volunteering which is why it is being requested that people register for the event. This will be advertised in next week's paper and a Media Release will be issued.

8. Reports/Topics for Discussion

2013-062

Trails Advisory Committee – 2013 Work Plan Update

Moved By: Councillor Doyle
Seconded By: Councillor Inglis

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

Ms. Young provided an overview of the report.

The Committee talked about the request by the Farmers Market and was not certain if it would support the Farmers Market in this location. Ms. Young noted that further discussions will be required.

The Committee raised concerns around trail maintenance, noting that portions of the trail south of Hartington are becoming overtaken with grass and shrub due to a lack of use. Issues were also noted with a local farmer whose gate at a cattle crossing is blocking the trail and obstructing pedestrians. Ms Young will follow up on this matter, noting that this landowner is also requesting that the County construct a fence along the property line. A right of way agreement may be required and further agreements may be needed on how this area is to be managed. The Committee questioned if there is a strategy on how to move forward on trails outside of the K & P Trail and are there plans for formal discussions with local councils to which Ms. Young advised that she is hopeful the Concept Plan will address this. The Committee requested that the next meeting agenda include a bullet to add direction on this matter.

9. Other business

It has been brought to the Committee's attention that Friday meeting dates do not work for all members and Ms. Young was asked to contact all members to see if a Thursday meeting date would be more convenient. If so, then the meetings will be changed to the first Thursday of the month.

Ms. Young noted the advertisement of the K & P Trail placed in the Frontenac Arch Biosphere promotional pamphlet.

The Committee questioned who will be responsible for the maintenance of the Frontenac K & P Trail once it is complete. Ms. Young noted that this will be addressed in the Trails Master Plan.

There are portions of the trail that are already complete that require management and this should be included as a future agenda item.

10. Next meeting date

The next regular Trails Advisory Committee meeting is scheduled for the first week of June at 10:00 a.m. at the County Administrative Offices with the date depending on availability of members.

11. Adjournment

The meeting adjourned at 11:18 a.m.



Report 2013-105

TRAILS ADVISORY COMMITTEE REPORT

To: Chair and Members of the Trails Advisory Committee

From: Anne Marie Young
Manager of Economic Sustainability

Date prepared: May 29, 2013

Date of meeting: June 6, 2013

Re: Trails Advisory Committee – 2013 Work Plan Update

Committee Recommendation

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

AND FURTHER THAT the Trails Advisory Committee recommend that County Council authorize staff to seek a contracted service for Trails Maintenance as identified in the County's Procurement Policy, as identified in the Frontenac Trails Master Plan.

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.

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.
 - **Update 2013-06-06** – There is approximately 14 km of the Frontenac K&P Trail developed (Orser Road to Boyce Road); a maintenance plan is essential. The Frontenac Trails Master Plan identifies maintenance guidelines and a basic maintenance plan. (Appendix A). Further Committee input is required to develop a maintenance plan.
2. Target to fully open the K&P section from Hartington to Craig Road in 2013.
 - Update 2013-04-05 - Meetings have been held with South Frontenac Public Works Manager and a working relationship is being established to ensure that the Township stays informed of the developments of the K&P.
 - Contact has been made with a landowner at Hartington to arrange a meeting to view and mark proposed crossings of the trail that he has identified as being in current use.
 - A meeting was held with representatives of the Frontenac Farmer's Market (FFM), South Frontenac Public Works Manager and County staff to glean information for a request for a new site location for the market to open on Fridays. The trail south of Harrowsmith on the east side of Highway 38 is a location they that they have seen as desirable.
 - **Update 2013-06-06** - A trail clean-up day was held in Verona on Saturday, April 27, 2013. Twenty-four people participated.
 - Surveying has been arranged for a stretch of the K&P Trail north of Boyce Road and also around the Prince Charles School yard.
 - Eight beaver have been harvested under an agreement arranged with a local trapper in the Elbow Creek area in Central Frontenac.
 - A Request for Proposal has been released for a design build of the bridge at Hardwood Creek located at Bellrock Road and SF Road 38. Closing day for submissions is June 13, 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.
 - Update 2013-04-05 - A draft document is still a work-in-process.
 - **Update 2013-06-06** - Met with a potential landowner of Central Frontenac with regard to a change in hydro pole adjacent to the trail on his property. A site visit was necessary to communicate with hydro that the locations for the poles are not going to interfere with the flow of the trail in the future.

4. Communicate with other trail organizations and invite them to committee meetings to share best practices and possible partnerships.
 - Update 2013-04-05 - Jim Patterson, Trans Canada Trail Ontario - guest at the April meeting.
 - **Update 2013-06-06** - Attended the unveiling of signage and benches by Cataraqui Trail management Board on May 29th.

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
 - **Update 2013-06-06** – Information is being gathered and compiled on the research and past plans with regard to the old canal on Wolfe Island. It will be used to help determine the possibility of a future project and what it may entail.

Financial Implications

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

Organizations, Departments and Individuals Consulted and/or Affected

Township of North Frontenac
Township of Central Frontenac
Township of South Frontenac
Township of Frontenac Islands