



**TRAILS ADVISORY COMMITTEE
AGENDA**

Date and Time Thursday, April 3, 2014, 10:00 am.

Place Cataraqui Region Conservation Authority, 1641 Perth Road, Glenburnie, ON

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

Bud Clayton, Warden, 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

3-7

- Minutes of Meeting held December 5, 2013

Recommendation:

THAT the minutes of the Trails Advisory Committee meeting held December 5, 2013 be adopted as circulated.

6. Communications

8

- Correspondence received from Tom Milc, President, Ottawa Valley ATV Club, District 1, Director Ontario Federation of ATV Clubs, advising of organized ATV trail funds available for trails under a signed land use agreement.

7. Reports/Topics for Discussion

9-11

- 2014-053
2014 Work Plan Update

Recommendation:

THAT the Trails Advisory Committee receive this 2014 Work Plan Update report for information;

AND FINALLY THAT the Trails Advisory Committee recommend to the Council of the County of Frontenac that once the Trans Canada Trail (TCT) grant of \$115,000 is received, that the K&P Trail budget expenditure be increased by \$115,000 in 2014 to meet the

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7. Reports/Topics for Discussion
requirements of the TCT grant.
[Addenda]
8. Other business
9. Next meeting date
 - The next regular meeting of the Trails Advisory Committee is scheduled for Thursday, June 5, 2014 at 10:00 a.m. at the County Administrative Building.
10. Adjournment



TRAILS ADVISORY COMMITTEE MINUTES
December 5, 2013

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, December 5, 2013 at 10:00 AM

In attendance:

- Allan McPhail, Chair
- Councillor Denis Doyle, Vice-Chair
- Dieter Eberhardt
- Joan Hollywood
- Marc Moeys

Regrets:

- Councillor Gary Davison
- Councillor John Inglis
- Derrick Spafford

Staff:

- Anne Marie Young, Manager of Economic Sustainability
- Jannette Amini, Acting Clerk, Recording Secretary
- Peter Young, Community Planner
- Mr. Kevin Farrel, GIS Specialist

1. Call to order

The Chair called the meeting to order at 10:03 a.m.

2. Adoption of the agenda

Moved By: Councillor Doyle

Seconded By: Mr. Eberhardt

THAT the agenda for the December 5, 2013 Trails Advisory Committee be approved.

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

MMM Group provided the Trails Advisory Committee with a PowerPoint presentation on the process of the development of the Trails Concept Plan. A copy of all documentation provided by MMM Group has been attached to the record in the Clerk's Office. This is the first of three meetings they will have with the Committee, with the next meeting to take place in February and then again in March. It was requested by the Committee to add a snowmobile image to any publications going forward.

With respect to GIS Mapping, certain portions may require magnification in the County as the users use the local infrastructure as well as the trail and this would also help identify when a user will be approaching or going through a village. These maps can also be used for local promotion and should be shared with the Townships. It was noted that this would fit more within a public map and the GIS data being provided can be extracted for use in a public map. There is also software capabilities that allow interactive mapping that can be accessed through the internet, including smart phones given appropriate cellular services. The Committee also noted the numerous provincial parks and community parks along the trail system that the GIS mapping could interconnect with.

It was requested that the Notice of Study Commencement be made available in a format that local organizations can include in their respective newsletters. It was noted that some photographs in this Notice were not taken within the County of Frontenac.

With respect to the consultation process, it was brought to the attention of the consultants that First Nations must be consulted. Mr. McLaughlin advised that consultations will occur with First Nations through the Province. He also suggested that business cards be made available at the Townships and public meetings for attendees to take away which would provide contact information should they wish to submit input. A public workshop could be done in conjunction with the next Trails Advisory Committee meeting.

The consultants also looked to the Committee for comments with respect to designlines being incorporated into the mapping that would identify potential for future trails. This would help identify potential property owners that might be affected by future trails development that staff would consult as well as provide the opportunity for those property owners to provide input. It was suggested that prior to the public meetings, the mapping be forwarded to both Ms. Young and Mr. Farrell to identify affected property owners so that they could be consulted prior to this information being made public.

With respect to timing of public meetings, it was felt that this should be held off until March as there are many seasonal residents who will not be in the County during the winter months. Once the draft is complete and it has been vetted through the Committee, it can be posted to the County website for public comments. The Communications Letter that is published could also advise that a draft Trails Concept Plan will be expected in the spring for public comments.

Mr. Loschmann provided an overview the County of Frontenac Priority Route Selection Tool and how the Tool works. It was noted that the second box of the diagram of Step 2 should read "Logical Connections". With respect to bicycles and roads being connected to the trails with the intent to promote bicyclists to use the trails, it was noted that the funding is not there to connect all roads to the trails so the Committee will need to think about which roads should be a priority.

Wolfe Island is separated from the County geographically and has been working with KEDCO in Kingston to get bicycle connections from the Island to the mainland and many of the roads have been identified as bicycle routes. MMM was also pointed to the second stage of the Trails Implementation Plan which will be going to County Council for approval at its December meeting which might be useful to the consultants. Mr. McLaughlin advised that MMM will review these and come back to the next meeting with suggestions for the Committee to endorse.

Committee members provided individual recommendations around areas that might be of interest to the consultants.

5. Adoption of minutes

Moved By: Mr. Moeys
Seconded By: Councillor Doyle

THAT the minutes of the Trails Advisory Committee meeting held October 10, 2013 be adopted as circulated.

CARRIED

6. Communications

7. Reports/Topics for Discussion

a) **Report No. 2013-230
Trails Advisory Committee 2013 Work Plan Update**

Moved By: Councillor Doyle

Seconded By: Ms. Hollywood

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

AND FURTHER THAT the Trails Advisory Committee recommend to the Council of the County of Frontenac the approval of the Frontenac K&P Trail Implementation Plan – Phase 2 (Tichborne to Sharbot Lake).

CARRIED

Regarding beaver dams, it was questioned if a program should be put in place to regularly monitor the trails for beaver dams. Ms. Young noted that this will form part of the maintenance plan. It was noted that beaver dams are becoming a large issue with the public and it is anticipated that more expertise on how to address beaver dams will be coming forward in the future.

Ms. Young advised that the trail will be officially opened in the spring pending the legal issues around private property. The work at the rear of the school is complete and trees have been retained to provide privacy between both the school and the trail users. For the most part, land owners in the area have been very cooperative and supportive of the work being done to the trail.

There is now a protocol for the Cataraqui Trails that all gates be open no later than December 1st and closed no later than March 31st. This is due to a fatality some time ago in Sydenham of a snowmobiler.

The Committee talked about next steps, specifically around trail uses given that funding opportunities from the Trans Canada Trails require that motorized vehicles are prohibited. It was noted that the County currently has a policy in place for the trails and unless this Committee wants to recommend a change, it should remain status quo. Ms. Young noted that her report to Council noted the funding that was announced by Minister Gerretsen and that this money will be made available through the Trans Canada Trails.

The Committee talked about the various types of motorized vehicles and it was noted in the future that electric bicycles will need to be addressed.

b) **Report No. 2013-196**
Code of Conduct for Members of County Council and Committees

Moved By: Councillor Doyle
Seconded By: Warden Gutowski

THAT the Trails Advisory Committee receive the Code of Conduct for Members of County Council and Committees for information.

CARRIED

c) **Report No. 2013-215**
Mandatory Integrated Accessibility Standards Regulation Training

Moved By: Mr. Moeys
Seconded By: Warden Gutowski

THAT the Trails Advisory Committee receive the Mandatory Integrated Accessibility Standards Regulation Training for information.

CARRIED

Ms. Young was asked that an image of a person in either a walker or wheelchair be added to the public materials.

8. Other business – Nil

9. Next meeting date

The next Trails Advisory Committee meeting is scheduled for Thursday, February 6, 2013 at 10 a.m. at the County Administrative Building. Mr. Eberhardt provided regrets for this meeting.

10. Adjournment

Moved By: Warden Gutowski
Seconded By: Ms. Hollywood

THAT the meeting adjourned at 11:55 a.m.

CARRIED

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Report 2014-053

TRAILS ADVISORY COMMITTEE REPORT

To: Chair and Members of the Trails Advisory Committee

From: Anne Marie Young
Manager of Economic Sustainability

Date prepared: March 27, 2014

Date of meeting: April 3, 2014

Re: Trails Advisory Committee – 2014 Work Plan Update

Committee Recommendation

THAT the Trails Advisory Committee receive this *2014 Work Plan Update* report for information;

AND FINALLY THAT the Trails Advisory Committee recommend to the Council of the County of Frontenac that once the Trans Canada Trail (TCT) grant of \$115,000 is received, that the K&P Trail budget expenditure be increased by \$115,000 in 2014 to meet the requirements of the TCT grant.

Background

At the October 16, 2013 regular meeting of County Council, Council approved the Trails Advisory Committee Work Plan for 2014.

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.

As trails are developed a maintenance plan is necessary. A maintenance plan is being drafted for the committee members to review and provide input.

The 6th Annual Trails Clean-Up Day will be held on Saturday, April 26 from 9:00 a.m. to 11:00 a.m. The central meeting place will be Hartington.

2. Target to fully open the K&P section from South Frontenac Rd 38 near Craig Road to White Lake Road in 2014.

A grant has been approved for the amount of \$115,000 from Trans Canada Trail in response from a request from the County to assist in covering some of the cost overrun that was incurred in the 2013 K&P Trail construction. Terms of the grant state that the money is to be expended in 2014.

A Request for Proposal was issued March 24, 2014 for the reconstruction of the bridge at White Creek. Closing date for submissions is April 17, 2014.

3. Work with adjacent landowners and private property owners (in the areas of discontinuity) to establish the trail route in preparation for phasing as outlined the 2013 Frontenac K&P Implementation Plan – Phase 2.

The Robert Leonard land issue has been resolved without the need for expropriation. The transaction takes place on March 31, 2014.

It is expected that a recommendation for continuity will be reflected in the pending Trails Concept Plan.

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

Staff met with Steve Knechtel of Cataraqui Region Conservation Authority (CRCA) to discuss future collaborations and partnerships. The April meeting of the committee is being held at the CRCA office and Mr. Knechtel will attend to give an update on CRCA activities and in particular the next steps for the Frontenac Farmer's Market proposal to set up for this season at the Harrowsmith Junction site.

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 as identified in the 2014 Trails Concept Plan for the County of Frontenac.

Staff met with MMM Group to realign the timeline to have the plan completed. The March deadline has been extended to the end of June. Much discussion ensued on possible loops and connections using, as much as possible, existing trails. MMM Group asks that the committee suggest a date(s) and location so a meeting(s) can be organized to gather public and stakeholder input. Maps generated to date will be available at the meeting.

Financial Implication

Provisions for trail related expenses have been included in the 2014 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
Trans Canada Trail
Cataraqui Region Conservation Authority
Quinte Region Conservation Authority
Eastern Ontario Trails Alliance
Adjacent landowners to the K&P Trail