



# Minutes

## Of a Meeting of the Kenora Urban Trails Committee of the City of Kenora Wednesday, April 6, 2016 at 8:00 a.m. Lake of the Woods Discovery Centre

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**With** Diane Pelletier, Dave Schwartz, Judy Underwood, Northwestern Health Unit, James Williams, Heather Gushulak, Ministry of Tourism Culture and Sport, Councillor Sharon Smith

**Staff** Carson Milko, Parks Technician, Kathy Mayes, Administrative Assistant, Kerri Holder, Administrative Assistant

**Regrets** Ren Amell, Barry Corbett, Steve Mastromatteo, Melissa Shaw, Planning Assistant, Heather Gropp, Tourism Development Officer

### 1. Call to Order

Diane called meeting to order at 8:06 a.m.

### 2. Declaration of Pecuniary Interests

There were none declared.

### 3. Confirmation of Previous Meeting Minutes

**Moved by S. Smith, seconded by J. Underwood and CARRIED**

That the Minutes of the Kenora Urban Trails Committee meeting held on March 2, 2016 be confirmed as written and circulated.

Diane asked if there were any items to add to the agenda. Councillor Smith proposed an update on the Discovery Centre/Norman Park accessible trail.

Dave asked to share information about Old Miller Road ownership. He had checked into the ownership of that property in the interest of trail

development. He noted the area is well used and wondered if the City had an easement to develop it further. Councillor Smith will look into this with the Planning department.

#### 4. Volunteer Hours

| Volunteer                        | Jan.16 | Feb. 3 | Mar.2 | Apr.6 | May | Jun. | Jul. | Aug. | Sept. | Oct | Nov | Dec |
|----------------------------------|--------|--------|-------|-------|-----|------|------|------|-------|-----|-----|-----|
| Diane P.                         | 1.5    | -      | 1.5   | 1.5   |     |      |      |      |       |     |     |     |
| Judy U.                          | 5.0    | 4.0    | 1.5   | 1.5   |     |      |      |      |       |     |     |     |
| Steve M.                         | -      | -      | -     | -     |     |      |      |      |       |     |     |     |
| Barry C.                         | 1.5    | 1.5    | 1.5   | -     |     |      |      |      |       |     |     |     |
| Ren A.                           | -      | 1.5    | 1.5   | -     |     |      |      |      |       |     |     |     |
| James W.                         | -      | 1.5    | -     | 1.5   |     |      |      |      |       |     |     |     |
| Dave S.                          | 1.5    | 1.5    | -     | 1.5   |     |      |      |      |       |     |     |     |
| Sharon S.                        | 1.5    | 1.5    | 1.5   | 1.5   |     |      |      |      |       |     |     |     |
| <b>Staff</b>                     |        |        |       |       |     |      |      |      |       |     |     |     |
| Kerri H.                         | 1.5    | -      | 1.5   | 1.5   |     |      |      |      |       |     |     |     |
| Melissa S.                       | 1.5    | 1.5    | .5    | -     |     |      |      |      |       |     |     |     |
| Heather Gropp                    | 1      | 1.5    | -     | -     |     |      |      |      |       |     |     |     |
| Carson M.                        | 1.5    | 1.5    | 1.5   | 1.5   |     |      |      |      |       |     |     |     |
| Kathy M.                         |        |        |       | 1.5   |     |      |      |      |       |     |     |     |
| Friends of Trails/Bike Committee |        |        |       |       |     |      |      |      |       |     |     |     |
| Penny B.                         | 1.5    | 1.5    | 1.5   |       |     |      |      |      |       |     |     |     |
| Heather Gushulak                 | -      | -      | 1.5   | 1.5   |     |      |      |      |       |     |     |     |
|                                  |        |        |       |       |     |      |      |      |       |     |     |     |
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|                                  |        |        |       |       |     |      |      |      |       |     |     |     |

#### 5. Work Plan

##### Current Project Plans

Committee members received a copy of the finalized Five Year Plan and the projects for 2016 were reviewed.

##### Bench Policy

Carson spoke about changes to the Bench Policy, specifically the wooden bench options. Finding a local supplier was mentioned. Councillor Smith spoke about having consistency throughout the community on the bench styles and themes and to work with Planning on that. There needs to be more thought on what to do in City parks. Granite benches are good for

trails to limit vandalism and in terms of maintenance costs. There was a question about benches for the Tunnel Island trails. Councillor Smith suggested considering benches for the parking lot as the Tunnel Island group is still working on that plan. Signage for that trail system on the highway was mentioned. Dave indicated that the Bike Committee has excess posts in storage with engineering to help with posting of trail signs if needed. Carson will follow up with Melissa on signage. Caron will work on a revised policy to include parks and trails section, possibly table options, and the new wooden bench option.

### **Wayfinding Project**

Dave noted that including the bike routes in the trail guide was part of this initiative, however he suggested a separate brochure may be best. Dave will talk to Heather Gropp about this.

### **Meeting with Engineering**

Councillor Smith reported that she and Dave will talk with engineering after the budget is in place. She asked that it be noted for Melissa Shaw to inform the Committee when engineering is available. It is expected the budget will be ready in May.

### **Presentation to Council**

There was discussion about what to present to Council. All were asked to think of ideas for the presentation. The upcoming Bench Policy changes, the Committee's contribution to the Beaches, Parks and Trails Concept document were mentioned.

### **Spring Trail Clean Up**

There was a question about local school involvement with the Rabbit Lake clean up. It was thought that Steve was involved with making the arrangements with the schools. Judy offered to follow up with Steve. Carson shared he is meeting with Scott Green about clean up also.

### **6. Great Lake of the Woods Trial/TransCanada Trail Update**

There was no update at this time.

### **7. Canada Games Update**

Carson reported on behalf of Melissa. A Canada Games organizing executive meeting is being held next week and there will be an update for next meeting.

## **8. Communications/Announcement**

### **Ministry of Natural Resources and Forestry (MNR) Partnership**

Carson also reported that Melissa has been in talks with MNR regarding clear cutting on the trails. There were suggestions to reach out to the fire crew as well as the jail for additional help. Dave will follow up with Tim Wehner to find out a contact at the jail.

### **Discovery Centre/Norman Park Accessible Trail Project**

Councillor Smith provided news about the Discovery Centre/Norman Park accessible trail. It will not be going ahead this year. She explained that the funding for the project had been lost as there was a time limit to complete the project in 2015. She went on to say there were many reasons the project was not completed in 2015, staff shortage and higher project costs than originally estimated. There was a concern that the initial funding was received and neither the Trails Committee nor the Accessibility Advisory Committee had been involved in the design. Looking ahead, Councillor Smith indicated she would like the Trails Committee to be involved, to review what is being planned and where the trail will be located. It was suggested to ask Melissa Shaw to find out about designs and costs. Councillor Smith indicated the project will be brought forward with the Beaches Parks and Trails Concept report in May and that the Trails Committee members should attend to find out more information about that project. The trails piece contributed to the Beaches Parks Trails Concept report was recognized and the time line for the Norman Park loop was noted to be 2017-2019.

*Carson left at the meeting at 8:45 a.m.*

There was discussion about prioritizing or chunking the Norman Park project by components with estimates of costs to bring it back for consideration in 2017. There was an inquiry about the Trails Committee looking into funding now. It was requested to discuss at the next meeting after the Beaches Parks and Trails Concept report has been released.

### **Walkable Cities Video**

A video was shown to the group called, "Walkable Cities" as a discussion piece to look at creating in the future to promote Kenora's walking opportunities. <https://vimeo.com/141442509>

*Dave left at the meeting at 9:07 a.m.*

Judy mentioned that there is a walkable cities designation program. The City had considered this designation some time ago and due to various

reasons, could not pursue it. It may be a good time to look at applying for that designation again.

### **Trailhead North Symposium**

Heather Gushulak shared there is a Trailhead North symposium being held in Marathon, Ontario on April 20th and 21<sup>st</sup>. There will be many presentations from trails associations. It was thought having a Committee representative attend would be a good idea.

### **9. Next Meeting Date**

There was discussion about availability for the next meeting. A change was proposed for May 11<sup>th</sup>. A notice of this change was request to be sent in advance.

### **10. Adjournment**

The meeting was adjourned at 9:18 a.m.