



Minutes

Of a Meeting of the Kenora Urban Trails Committee of the City of Kenora Wednesday, January 6, 2016 at 8:00 a.m. Operations Building Board Room

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**With** Penny Beal, Barry Corbett, Diane Pelletier, Dave Schwartz, Judy Underwood, Northwestern Health Unit, Councillor Sharon Smith, Melissa Shaw, Planning Assistant, Heather Gropp, Tourism Development Officer, Carson Milko, Parks Technician, Kerri Holder, Administrative Assistant

**Regrets** Ren Amell, Steve Mastromatteo, James Williams

### 1. Call to Order

Diane called meeting to order at 8:03 a.m.

### 2. Welcome and Introductions

Brief introductions were done and welcome extended to Carson Milko, the City's new parks technician. It was confirmed that two new members (Ren Amell and Steve Mastromatteo) were officially appointed by Council in December which brings the membership to its maximum of nine. Kerri to add to the contact list for meeting notices.

Penny requested that a full list of the membership be sent to her to update the volunteer hours sheet for 2016. A request was made to the group to submit volunteer hours for last year to Penny also.

### 3. Declaration of Pecuniary Interests

There were none declared.

#### **4. Adopt Minutes of Previous Meetings**

##### **Moved by S. Smith, seconded by P. Beal and CARRIED**

That the Minutes of the Kenora Urban Trails Committee meeting held on December 1, 2015 be confirmed as written and circulated.

##### **Discussion:**

There was discussion about developing a work plan for the upcoming year and that the previous work plan needs to be updated to correspond with the five year plan. It was noted that this is being addressed within the five year plan. Heather offered to pull together a draft work plan for the next meeting.

Two items were suggested to be added to today's agenda and all agreed to the additions.

##### **GIS Trail Story Map**

Councillor Smith asked about the GIS trail story map created last year by Bimal Adhikari (GIS Technician), Ryan Van Belleghem and Maddie Trudeau (summer students). It was suggested to send the link to the group to view prior to the next meeting and add to the agenda. Heather explained the history of how the project came about in relation to Tourism's trail campaign. Inquiries were made about turning the story map into an app or using the QR code to access the information while on the trail. It was suggested to revisit the story map usage at the next meeting under promotional items. Judy indicated that the trail presentation given to Council by herself and Barb Manson could be reviewed in terms of promotions also. Melissa will send the presentation to the group.

GIS Trail Story Map

<http://www.arcgis.com/apps/MapTour/?appid=ec6deacee7d24a08991d8153b6d7dfca#>

##### **Canada Summer Games Committee Members**

This was requested to list which City staff sit on the Canada Summer Games committee.

#### **5. Update of Five Year Plan**

A draft of the Five Year Plan synopsis and map to be included in the Beaches, Parks and Trails study was distributed for review and approval by the Committee. The synopsis set out an overall vision for Kenora's trail development and described each trail to be worked on in the next five years (Great Lake of the Woods Trail, Laurenson's Creek Trail, Norman Park Loop, Tunnel Island) and bicycle routes. Heather explained that the consultant working on the Beaches, Parks and Trails study, Scatliff Miller Murray Inc., is expecting the final report and map after this meeting today. It was noted

that the bicycle routes section required input from Dave, lead of the bike committee group.

The vision was reviewed and some changes were proposed. It was suggested to add that the Trails Committee be consulted on future trail development. It was also recommended to include specific references in the City of Kenora Official Plan and any other relevant documents. Judy provided reference to a study done by the Northwestern Health Unit, *Assessing Community Stakeholder Readiness for Policies That Support Active Community Design*, and noted the benefits of including this locally prepared study in the Five Year Plan.

Comments had been shared by e-mail prior to the meeting from Dave on ensuring the City recognizes that there is a trail plan in place. Dave agreed that the synopsis addressed what he was looking for in his comments.

Heather mentioned the quick deadline on the Rabbit Lake Trail enhancements with the Canada Summer Games approaching. She went on to say the local Canada Summer Games committee is hoping to have the entire trail paved and that the athletes will not be using the Beaver Brae and TA trails during the Games. The Committee's efforts should be focused on the venue and the trail extension. Heather also touched on the funds requested from Council and that matching funds will be sought.

Councillor Smith asked for clarification on the funding from the Canada Summer Games committee. Melissa explained that the Canada Summer Games funding is for venue improvements only and that the numbers would be used solely for matching or leveraging funds where available.

It was confirmed that the Trails Committee should not be concerned about the Beaver Brae Trail and TA trails now as the work load is heavy around the Games preparation. It was noted that if the Committee become officially involved with the school trails, there may be risk and liability to consider. This could be addressed in the work plan later.

There were comments and questions about the Great Lake of the Woods Trail piece. It was thought that clarification is needed in the synopsis to indicate the trail is a standalone project and the Committee is working in partnership with TransCanada Trail and Path of the Paddle.

*Heather left the meeting at 8:27 a.m.*

Judy provided comments to suggest wording to support transportation and age-friendly community references in the synopsis. There was a question about what age-friendly means. Judy provided an explanation touching on accessibility, transportation and overall benefits for the community. There was discussion about including accessibility as it was not specifically spelled out in the synopsis. It was thought that under the AODA (Accessibility for Ontarians with Disabilities Act), all new trails must be constructed to address accessibility. Councillor Smith suggested to raise this question at the Accessibility Advisory Committee meeting next week to find out more about this. It was asked that this item be brought back to the Trail agenda next meeting.

In the Bicycle Route section, Dave suggested it reflect the idea that all new road work where practical include a provision for safe cycling and that there be consultation with the Kenora Urban Trails Committee annually when road plans are being developed. There was discussion about past meetings with the roads/engineering department and it was reported that Dave was unable to connect with that department this year. The Committee would like to have annual communication with engineering/roads department and the work plan should include contacting the engineering department at the specific time of year when paving works are put out for tender. Councillor Smith offered to extend an invitation to the engineering department to attend the Trails meeting in February.

On bicycle routes, it was noted that promotional trail materials do not include biking, other than the brochure put together by Dave and the bike committee. Councillor Smith noted that going forward, Tourism is recognizing biking and trails as part of their work plan. It was suggested to add biking under the promotional items for the next meeting.

The group approved the map to be included with the report. There was a question about including the TransCanada Trail (TCT) on the map and it was decided that TCT was not key to include in this synopsis, as the TransCanada Trail group is responsible for their portions.

**Moved by P. Beal, seconded by J. Underwood, and CARRIED**

That the Kenora Urban Trails Committee approves the amendments and changes to the Five Year Plan as discussed at this meeting.

**6. Canada Games Update**

Rabbit lake Trail Extension

Beaver Brae Trail Enhancements

Heather provided most of this information earlier in the meeting. It was agreed the Committee would need to focus on the Rabbit Lake Trail

extension as athletes will not be using the school trails. Melissa spoke about the plans for the venue improvements being done by the Canada Summer Games group.

As requested, Melissa shared the names of the City staff involved with Canada Summer Games internal organizing committee (Colleen Neil - Recreation Services Manager, Heather Gropp - Tourism Development Officer, Heather Kasprick - City Clerk, Jennifer Findlay - Economic Development Officer, Morgan Seller - Special Events Coordinator, Tara Rickaby - Planning Administrator, and Melissa Shaw - Planning Assistant) and will give an update after the next meeting on January 20<sup>th</sup>. It was suggested that the Canada Summer Games Update be on each agenda going forward.

## **7. Funding**

A 2016 budget update was distributed to the members. All were in agreement with the numbers put forward.

## **8. Next meeting**

February 3, 2016

An issue was raised regarding the urban deer hunt areas and it was asked that this item be included on a future agenda for informal discussion. It was noted that there is some risk with having both hunters and others using the trails, some on private land, during the hunt season. It was noted that an update on the urban deer hunt stats could be reviewed to assess the mapped areas allowed for urban hunting and existing trails. It was mentioned that in the past a final report is made to Council on the urban deer hunt and it was suggested to revisit this after the report is out.

## **9. Adjournment**

The meeting was adjourned at 9:22 a.m.