



Minutes

Of a Meeting of the Kenora Urban Trails Committee of the City of Kenora Wednesday, January 10, 2018 at 4:00 p.m. Operations Building Board Room

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**With** Diane Pelletier, Chair, Judy Underwood, Councillor Sharon Smith, Barry Corbett, Erik Skiby, Tanis McIntosh

**Staff** Josh Nelson, Tourism Development Officer, Kelly Galbraith, Administrative Assistant

**Regrets** Dave Schwartz, Heather Gushulak, Ren Amell, Steve Mastromatteo, Melissa Shaw, Planning Assistant,

### 1. Call to Order

The meeting was called to order at 4:07pm.

### 2. Declaration of Pecuniary Interests

There were none declared.

### 3. Confirmation of Previous Meeting Minutes

**Moved by Judy Underwood, seconded by Tanis McIntosh and CARRIED**

That the Minutes of the Kenora Urban Trails Committee meeting held on November 1, 2017 be confirmed as written and circulated.

### 4. Walking Tour App

Josh spoke on a Walking Tour App being spearheaded by Tourism Committee member Ally McTaggart in partnership with Kenora Hospitality Alliance (KHA), Lake of the Woods Business Incentive Centre (LOWBIC), and the Northwestern Ontario Innovation Centre. The goal of the app is to be Kenora focused and

include historical, cemetery and mural features. Josh shared that Ally is looking for support from the Trails Committee on possible grant applications and may look at a Trails budget to help maintain the app once launched.

It was asked how many trails are currently GIS mapped? It was thought that Tunnel Island, Mink Bay, Rat Portage have GIS mapping. Eventually the app would like to include Vernon Nature Trails, Minaki Yurts, Mount Evergreen, Rushing River, etc. but will require approval for GIS mapping.

It was commented that there is great need for an app from a tourism perspective and would be beneficial to trails. The licensing and costs associated with the app were discussed.

**5. Trails: Are you Court Ready? Webinar Follow-up**

Councillor Smith spoke on the webinar she participated in back in November, along with Josh, Kelly, Melissa and Ren. The webinar was said to be valuable and highlighted things from a City perspective on maintenance and liability. The facilitator shared that they offer training to committees and staff. Bruce Graham, Risk Management and Prevention Officer is to follow up on this.

Councillor Smith shared that she spoke with Karen Brown, CAO and expressed the need for a similar webinar on bike route safety.

**6. 2018 Kenora Urban Trails Committee Budget**

Josh shared that operating budgets were due in December. He submitted an ask of \$15,000 on behalf of the Trails Committee. It was stressed that if the funds are received the committee will need to be proactive in developing new trails and ideas.

The Norman Park development was discussed and the group agreed there is merit in the project however the needs for accessible trail will exceed the Trails Committee budget.

The idea of conducting a feasibility study for a loop from the Discovery Centre to Norman Park was shared.

**7. Volunteer Hours – October, November & December**

The October, November and December volunteer hours were updated.

| Volunteer        | Jan | Feb | Mar | Apr | May | Jun  | Jul  | Aug  | Sept | Oct | Nov  | Dec |
|------------------|-----|-----|-----|-----|-----|------|------|------|------|-----|------|-----|
| Barry            |     |     |     | 1.5 | 1.5 | 21.5 |      |      |      | 30  | 91.5 |     |
| Councillor Smith |     | 1.5 |     | 1.5 | 1.5 | 1.5  |      |      | 1.5  |     | 2.5  |     |
| Dave             |     |     |     |     | 1.5 | 1.5  |      |      | 1.5  |     |      |     |
| Diane            |     | 1.5 |     | 1.5 | 1.5 | 1.5  | 1.25 | 2.25 | 1.5  |     | 1.5  |     |
| Erik             |     | 1.5 |     | 1.5 |     | 1.5  |      |      | 1.5  |     |      |     |

|                                         |  |     |  |     |     |     |      |      |     |  |     |  |
|-----------------------------------------|--|-----|--|-----|-----|-----|------|------|-----|--|-----|--|
| Heather                                 |  |     |  |     |     |     |      |      |     |  | 1.5 |  |
| Judy                                    |  | 1.5 |  | 1.5 | 1.5 | 1.5 | 2.25 | 2.25 | 1.5 |  | 1.5 |  |
| Logan                                   |  | 1.5 |  | 1.5 | 2.5 |     |      |      |     |  |     |  |
| Ren                                     |  |     |  | 1.5 | 3.5 |     |      |      |     |  | 2.5 |  |
| Steve                                   |  |     |  |     | 1.5 |     |      |      |     |  |     |  |
| Tanis                                   |  |     |  |     |     |     |      |      |     |  | 1.5 |  |
| Staff                                   |  |     |  |     |     |     |      |      |     |  |     |  |
| Dwayne                                  |  |     |  | 1.5 | 1.5 |     |      |      |     |  |     |  |
| Josh                                    |  | 1.5 |  | 1.5 | 2.5 | 1.5 | 2.25 | 2.25 | 1.5 |  | 2.5 |  |
| Kelly                                   |  | 1.5 |  | 1.5 | 2.5 | 1.5 |      |      |     |  | 2.5 |  |
| Melissa                                 |  | 1.5 |  | 1.5 | 1.5 |     | 1.25 |      |     |  | 2.5 |  |
| Friends of Trails<br>/Bike<br>Committee |  |     |  |     |     |     |      |      |     |  |     |  |

## 8. 2017 Accessibility Compliance Report: Public Spaces and Trails

Adam Smith, Special Projects and Research Officer submitted the 2017 Accessibility Compliance Report on Public Spaces and Trails. Overall the City is in compliance however one issue that was identified was prescribed maintenance. Adam spoke with James Tkachyk, Parks & Facilities Division Lead and he confirmed prescribed maintenance is being done however it is not in our multi-year accessibility plan. Adam will bring this forward as a housekeeping item for the January Council meeting.

## 9. Work Plan Review

- **2018 & 2019 Action Items**

The work plan was reviewed to identify items that were not completed in 2017. Laurenson's Creek Trail upgrades and Norman Park trail development were carried forward to spring 2018. The feasibility study will be added to the Norman Park trail development section of the work plan.

The MNR Rehab & Revitalization was discussed. If a budget is available, the committee could look at small projects to complete with the MNR funding opportunity.

Smoke Free Trails will be added to the work plan for spring 2018. It was discussed that rather than create a new by-law, the existing smoke free parks and beaches by-law can be amended.

The need for an annual spring clean-up was expressed. In years past schools have assisted with this.

## **10. Communications/Announcements**

- **Roundtable**

There were no communications or announcements.

## **11. Next Meeting Date**

- **Wednesday, February 14, 2018**

## **12. Adjournment**

The meeting was adjourned at 5:15pm.