



CATARAQUI TRAIL MANAGEMENT BOARD

MINUTES

From the meeting held at The CRCA Boardroom at 7:00 pm on Thursday Oct. 22nd, 2015.

Members present: Doug Good (Chair), Jim Hase (Vice Chair), Graeme McDonald (Secretary), Bob Cavanagh (Treasurer), Doug Davison, Linda Carr, Don Coulter, Jeremy Statham, Jeff Holtz, Doug Weese, Rich Ludlow, Pat McNamee, Paul Rappell, Allen Brown, Robert Charest, and Ross Sutherland.

Regrets: Kent Mainse, Norm Ruttan, Dawn Quinn, Claire Gunnewiek, Tina-Marie Gourley, John McDougall

CRCA Staff present: Steve Knechtel, Rob Gerritsen & Jason Hynes

1. **Meeting was called to order at 7:00 PM** by the Chair, Doug Good.
2. **Introduction of CTMB members, CRCA staff**
3. **Approval of agenda.**
Motion to approve by Linda Carr, seconded by Paul Rappell – Motion carried.
4. **There was no declaration of conflict of interest.**
5. **Approval of the Minutes from the Sept 24th meeting.**
Motion to approve Minutes by Doug Davidson and seconded by Ross Sutherland - Motion carried.
6. **Report of Committees**
 - Executive Committee** had not met.
 - Finance Committee.**
The financial statement for the period ending Sept 30, 2015 was presented by Bob Cavanagh. Report included \$150 in new memberships, \$90 in donations and an adjustment on the statement for a reallocation of staff time. **Motion to accept the Financial Report by Bob Cavanagh and seconded by Pat McNamee – Motion carried.**
 - Trail Development and Maintenance Committee (CTDC).**
Pat McNamee reported that the trail is generally in great shape and that the trail section heads have reported no maintenance work that needs to be completed prior to winter. Allen Brown reported that there was significant brush work to do from the beavers in his section. **Motion by Pat M and seconded by Allen B to allocate \$400 for the removal of the brush – Motion carried.**

Rob Gerritsen voiced some urgency with needing to find funding for upcoming projects, some of which we have received grant approvals on for matching funds and a discussion ensued on the following projects:

Canada 150th

The Canada 150th grant requires matching funds of 45K. The CRCA will be approaching Frontenac County on the CTMB's behalf looking for the majority of those matching funds.

Ontario Municipal Cycling Infrastructure

The CRCA will similarly be approaching the Town of Smiths Falls and Rideau Lakes Township to assist with matching funds for the Provincial Cycling Grant to do work from Gold Club rd > west. It was raised at this point by Doug G that the Golf course is planning to make some changes and that these changes could effect the Cat Trail. It was also clarified that the golf course owns the portion of the trail that runs through their property extending from Golf Course Rd to Kelly's Rd. Doug Davison stated that we should not be putting money into that portion of the trail which is privately owned. Doug G responded that there is a need to work on the relationship with the golf course to forge an agreement.

Harrowsmith Pavillion

Steve Knechtel stated the plan to do some development around Harrowsmith along with a pavilion project to be completed for 2017 and we need to figure out where the funds will come from for this.

Brushing

The CTDC needs to look at brush encroachment on the trail as we have a liability with users and maintenance vehicles coming into contact with harmful invasive species (i.e. wild parsnip). The committee needs to look at the possibility of hiring a contractor to cut both side of the trail twice a year and bring a proposal to the CTMB. Pat M mentioned that we should be working with the snowmobile clubs on this issue. L&A Ridgerunners already do a lot of cutting on the western end, but the Rideau Snowmobile club has done nothing for years. Jeff Hoz reported that the L&A Ridgerunners were having a meeting the following Monday and can put in for a grant for brush work.

Kiosk at Hwy 17 (Newburgh)

Rob G stated the need for a kiosk at the site of the old railroad trestle on the east side of Newburgh. A 2 sided 4x8 sign costs \$1500. We have \$1500 budgeted for signage work of which we have spent \$400, but with the \$500 expected donation from Stone Mills Township we could cover the cost to do this. **Motion by Bob C and seconded by Jeff H that we proceed with the kiosk at hwy 17 – Motion carried.**

OFSC (Snowmobile Clubs)

Jeff H reported that the L&A Ridgerunners had missed the deadline for this year's grants, but were beginning work now for next year. The club is discussing priorities for resurfacing, brushing and bridge work and the associated costs for the coming year. The grants require 3 quotes from contractors who have 5 million in liability insurance.

-MMP Committee

The minutes of the previous MMP committee meeting were distributed and Doug G reported that the MMP Committee was recommending the following sub committee structure:

- Memberships
- Communications (newsletter, website & social media)
- Events (smaller fundraisers and community awareness/education events)
- Promotion & Sponsorship
- Major Fundraising (Bike or Hike / Opinicon / Etc)

Doug stated the urgent need for these sub committees to be formed and to begin work asap.

-Communications Committee

Bob C asked if we could compile a list of complimentary services along the trail to be included on the website to help make the trail appear more accessible for long distance users requiring these services. Jeremy S reported on his trip to the Laurentian Trail system and the pre-planning he was able to do online with the trail map and available services along the way and he made a case for our trail needing to do the same thing.

The Section Heads of the trail were asked to collect the following services that are within a maximum of 2KM from intersections/trailheads:

- Lodging/Accommodations (hotels, motels, campsites, B&Bs)
- Food & Supplies (Restaurants/retail stores/chip trucks)
- Gas stations
- Parking
- Pubic toilet facilities

The purpose of this information is to provide it on our website to potential trail users to present the Catarauqui Trail as a viable route and to help them plan. Doing this for advertising and revenue generation is something we can consider down the road. The question of trailhead signage for these locations was also raised and Don Coulter raised the important point that signage, or more specifically, guidelines prohibiting signage, are included in our Master Plan which must be adhered to.

-Matters Arising From Old Business

Trail Camera

The use of the existing trail camera was raised and whether we need additional or improved cameras on the trail. **Graeme M and Allen B were asked to report back at the next meeting on this along with the cost if new cameras are being requested.**

Invoice For Gate Repairs

Pat M presented 2 invoices for a total of approx. \$640 for gate repairs that had been done without our asking on gates towards the east end. The Chair asked for this matter to be deferred so it could be investigated further.

Safety Signs at Golf Course

Steve K commented on the need for signage letting trail users know that golf carts use the section of trail going through the golf course and similarly to let cart drivers know that the trail is shared use. Request was made to increase the budget for that sign project by \$100 to a total of \$400.

Rutledge Rd

CRCA has made an application to Frontenac County for assistance with the safety fencing at Rutledge Rd. The total project is approx 13K and the funding request was for 11K from the county.

Norway Rd to McFadden Rd

Jim H said that the Township of South Frontenac would be going ahead with work the following week to do drainage improvements and resurfacing along the trail.

Warren Cowpass

Allen B reported on the deteriorated state of the pass (Warren Cowpass) under the trail in his section and the need for immediate attention. **Don Coulter made a motion to allocate up to 1K to fix the problem permanently by filling it in with rock, seconded by Doug Weese – Motion carried.**

NTC Resurfacing

Jason H presented a slide show showing the completed work between the Golf Course and Smiths Falls. A conversation ensued on when to have an official reopening event for that part of the trail. This item was delegated to the MMP committee.

-New Business**Municipal & County Funding Requests**

Steve K reported that letters for funding assistance would be going out to the municipalities; Rideau Lakes & Stone Mills as well as a letter to Frontenac County with a request. Doug G suggested also sending a letter to Leeds & Grenville. Steve K said that they need to develop their strategy first. Doug D suggested that the CRCA not put a specific dollar amount down in the request going to Stone Mills and also suggested the CRCA send a request to L&A County.

2016 Budget

Steve K stated that the 2016 budget will be presented at the November CTMB meeting and for anyone with items for consideration to add to that should send them to Bob C.

Proposal for an All Government Round Table

As we have numerous costly projects on the horizon with different levels of government involved along the length of the trail, Steve K suggested approaching those parties to propose a discussion with everyone sitting down together to see if there is some synergy to be had in the approach to these projects. There is the potential for savings and improved efficiency with having more work done for less money with this approach. Steve said he'd be approaching those parties along with the CTMB Executive to discuss the merit of this plan.

Review of CKWS New Coverage

Doug W explained the backstory to how the opportunity to do the spot came about and how he, Rob and Robert C were interviewed regarding unauthorized motorized traffic on the trail. Doug also printed some of the photos from the trail camera and displayed them during the interview hoping for feedback from the community to identify some of the individuals. A link to the interview was also placed on the trail FB page.

Queen's Report on Rockfall Area

Pat M gave some background on the report by Queen's University on the rock fall zone around mile marker 53 and the display they had created.

Enforcement Report

Rob G gave an outline of the CRCA Enforcement Report for information purposes.

Committee Meeting Times

Doug G asked if having committee meetings on the same night as CTMB meeting would be better. There was discussion on the pros and cons of this and Doug G asked that the MB think on this to make a decision at the November meeting.

Next Meeting Date

Nov 26, 2015 at 7PM at the CRCA Board Room.

Final Points

Jeff H reported the L&A Ridgerunners have an outhouse to donate. The suggested spot was at Hwy 15.

Rob G said he would work with Jeff on it.

Don C reported that City of Kingston had reported on the completion of the K&P trail into town for some outrageous price tag that I don't recall.

Motion to Adjourn at 9:07 made by Allen Brown.

Minutes prepared by Graeme McDonald, CTMB Secretary.