



CATARAQUI TRAIL MANAGEMENT BOARD

MINUTES

From the meeting held in the Boardroom at the Administration Office of the Cataraqi Region Conservation Authority at 7:00 pm on Thursday, April 23rd, 2015.

Members present: Doug Good (Chair), Graeme McDonald (Secretary), Bob Cavanagh (Treasurer), Jeremy Statham, Linda Carr, Paul Rappell, Norm Ruttan, Pat McNamee, Jeff Holtz, Doug Davison, Kent Mainse, Robert Charest, Doug Weese, Don Coulter, Claire Gunnewiek and Ross Sutherland.

CRCA Staff present: Rob Gerritsen and Jason Hynes.

Regrets: Jim Hase, Dawn Quinn, Jeremy Statham, Allen Brown, John McDougall, Rich Ludlow, Steve Knechtel

1. Meeting was called to order at 7:00 PM.

2. Introduction of CTMB members, CRCA staff.

3. Approval of agenda.

The following requests were made for additions to the agenda:

-South Frontenac Cyclefest on June 7 (added to MMP report under #6)

-Clarification of CTMB meeting dates (added to the end of #7)

Motion to approve the agenda as amended was made by Paul Rappell and seconded by Doug Weese - Motion Carried

4. There was no declaration of conflict of interest.

5. Confirming of minutes of the March 26, 2015 Management Board Meeting.

Motion to approve Minutes was moved by Pat McNamee and seconded by Don Coulter - Motion carried.

6. Report of Committees

-Executive Committee had not met.

-Finance Committee.

The financial statement for the month of March 2015 was presented by Bob Cavanagh which included expenses for property taxes, web hosting and signage for the Chaffey's Lock construction project. There had been some CRCA staff costs mistakenly included on the Feb statement which were reallocated to the account on the March statement.

At the end of his report, Bob stated that, come budget time this year, he would like to meet with the Executive Committee, CRCA Staff & the CTDC to ensure everyone is on the same page.

Acceptance of the financial report was moved by Paul Rappell seconded by Doug Davison – Motion carried.

-Trail Development and Maintenance Committee (CTDC).

There has not been an official request received from the Rideau Ridge Riders to build an outhouse.

The CRCA has formally requested that the municipalities include our four trail bridges in their annual inspections.

The question of snow removal at trail kiosks and parking areas will be carried forward to the next CTDC meeting.

Trail volunteers have been requested to track their hours and mileage while at work on trail maintenance.

The CRCA will be looking into the use of E-Bikes on the trail and report to the CTMB.

Section heads of the trail have reported in that their sections are in good condition with the exception of Section 1 that has not yet made a report.

The CTDC is looking at prioritizing trail resurfacing work for the year and will report to the CTMB when that assessment has been made.

As part of the CTDC report, Rob Gerritsen gave a follow-up synopsis on the Chaffey's Lock construction project:

From the outset, we were late in being informed of the impending project to temporarily close and rebuild the vehicle bridge at Chaffey's Lock in March, as Parks Canada gave notification to area residents and land owners based on postal code, which unfortunately excluded the CRCA.

The public were informed that they would, for the duration of the project in the latter half of March, be using Hwy 42 and Jones Falls Rd as detours and the municipality made clear that their Emergency Services would use the prescribed detours on the public roads and were not requesting use of the Catarqui Trail bridge or CRCA properties.

There were concerns from the CRCA and CTMB that members of the public would use the adjacent Catarqui Trail bridge as a vehicle bridge as the quickest way around the construction project and a local resident had in fact contacted the CRCA saying he represented a group of local residents that wanted to have use of the Cat Trail bridge for vehicles during the construction project.

CRCA & CTMB determined that vehicle use on the trail bridge could not be allowed due to design and structural limitations as well as an unacceptable level of risk and liability.

CRCA contacted Parks Canada for funding and assistance to protect the bridge during the renovation project and the initial answer was no.

Rob G priced out buying barriers vs the cost of rentals and determined that purchasing made more sense especially given the benefit of having them on hand for future use. There was also reflective signage purchased indicating that no vehicles are allowed on the trail and also dead end signage.

The CRCA decided against a general mail out of a PSA and instead did a very local mailing to residents located between Indian Lake Rd and Marina Rd.

Rob reported that the two newly purchased barriers and signage were put in place the Friday before the project began early the following week. Rob stated that everything was done that could feasibly be done to stop all vehicle traffic from attempting to use the trail bridge.

In subsequent talks with Parks Canada, they did come through with funding to cover the costs of the 2 barriers which were submitted to them as rentals as they do not contribute to outside capital expenses. There are however approx \$500 in signage costs that are not covered by Parks Canada which will need to be covered by the CTMB.

Robert Charest asked Rob if permanent gates would have worked better for the bridge. Rob answered that this was not deemed feasible and was not an idea entertained in detail by the CRCA.

On behalf of the CTMB, Don Coulter expressed thanks and appreciation to Rob Gerritsen for his diligence and efforts to protect the trail bridge during the Chaffey's Lock project.

The Chair then asked Jason Hynes for a report on their activities and meetings regarding improvements to Section 1 of the trail:

On April 14th Dough Good and Jason Hynes drove the Cataraqui Trail from Golf Club Road (Rideau Lakes Township) northeast to Ferrara Drive in the Town of Smiths Falls, and ending at the trailhead/kiosk; they undertook a site inspection to identify specifications for the work to be completed through the National Trails Coalition grant project.

Following this drive on the Trail Doug and Jason met with Art Manhire (Manager, Community Services, Town of Smiths Falls) to discuss the project, and how the Town might be able to contribute to the work:

- potential cooperative arrangements for some of the project components (brushing, culvert replacement) rather than receiving a direct (cash) contribution; and
- to request the identification of whatever permissions would be required to undertake the work on the Smiths Falls portions of the project area.
- we were also asked to share the scope of the work/project when details are finalized.

After meeting with Smiths Falls staff they also stopped to have a brief chat with Shaun Bennett (Rideau Ridge Riders Snowmobile Club contact) to discuss the potential of having the club use its brush-cutter (tractor and attachment) to cut down the materials within the shoulders and ditches of the project-area; unfortunately, the equipment is not currently in working condition.

As promised at the March meeting, Don Coulter emailed the snowmobile agreements to the CTMB email list.

Rob Gerritsen reconfirmed that the CRCA issues PSAs for the closing date of the gates on the trail at the end of the winter. This date is established in communication between the CRCA and both snowmobile clubs.

-Membership, Marketing and Promotions Committee.

South Frontenac Cyclefest is set for June 7th and they have formally asked for permission to use the trail. Robert Charest asked if there is a display that could be used for this event to which Don Coulter responded that there is a display board in the basement of the CRCA building that could be used.

Rob Gerritsen confirmed that there is an official request from South Frontenac to use the trail on June 7th and that the CRCA will not be requiring that the township procure a permit or pay a fee for the event. Ross Sutherland asked what the permit fee usually is to which Rob G responded that for commercial use of the trail for events, proof of insurance and a permit fee is required which is assessed based on the numbers participating in the event.

Kingston Family Cycling Festival (June 14) - Paul Rappell stated that Josee Gunville will not be able to do the event on behalf of the Cat Trail so **Paul R is looking for volunteers to represent the CTMB at the event.**

Opinicon Fundraising Dinner (June 19) – Linda reported that the date is confirmed and work is in progress to confirm details.

Spring Fling Running Thing (April 19) – Pat reported that it happened the week before the meeting and that Dawn told him it was a great turnout.

Sydenham Lakeside Run (July 12) – Rob G said the official request has been received and is being processed.

Sydenham Fall Trail Run – We have not received the official request along with the confirmed date.

Veterans' Ride (Aug 21-26?) – Pat McNamee reported that he had received an email confirming that they intend to use the Cat Trail.

Smiths Falls Home & Living Expo (May 2-3) – Dawn Quinn would like to use the display that is kept at the CRCA offices for the event. Doug Davison said he would take it to Dawn in time for the event.

-Communications

Website - Bob Cavanagh asked for feedback on how much information we want to include on the new trail website such minutes and reports from CTMB meetings. Linda Carr stated that she thinks all information should be out there for the public to see. Bob clarified that it would be links to that information (different browser windows) and that the full minutes and reports would not be posted in their entirety on the website.

Bob asked about links on the site for CTMB members representing special interest groups for the public to contact, e.g. Paul Rappell regarding cycling questions. Rob G stated he feels that requests for info should continue to go through the him (the CRCA) and he can direct anything that requires further comment to the appropriate CTMB member. This also keeps communications centralized for easier management and a central archive for all communications that come through the website.

Bob finished off his report by stating that he'll be looking for volunteers to assist with content and editing on the website.

FaceBook - Graeme McDonald reported that the FB page was approaching 150 likes, seeing low but sustained use but steadily climbing. He also stated that we had received a couple of trail queries via FB which were forwarded to Rob G for comment and then the answers posted back on the FB page.

7. Business Carried Forward From Previous Meetings

Google Streetview - Rob G reported that the Google Streetview documentation has been received by the CRCA and he is reviewing with the hopes that this will happen in the early fall of this year (2015).

Rob also stated that the CRCA is looking for an opportunity to use a drone for various tasks including aerial mapping of the Cat Trail. The earliest for this would be in 2016.

Trailhead Ontario Conference – Jason Hynes reported that he had received further info on the conference but that there didn't appear to be an opportunity for any staff to attend.

Linda Carr asked for clarification of the CTMB meeting dates and was re-confirmed that we meet on the 4th Thursday of the month, not the last Thursday of the month.

8. New Business

The display boxes have been built and will be placed at kiosk and trail intersections soon.

Rob Gerritsen reported on a trespassing incident in early April at the Portland Station. Four trucks were reportedly on CRCA property and made a mess. Fortunately there was no damage to the trail. The CRCA is waiting to speak with the investigating officer.

9. Next Meeting

The next meeting is set for 7 PM on May 28th, 2015 at the snowmobile club in Yarker. A tour of the trail will commence at 5:30 PM with a **BBQ being put on by Jeff Holtz and Doug Davison** to take place before the meeting starts. **Jeff Holtz will arrange access to the clubhouse** for the meeting. **The Secretary will send out a reminder of the meeting location along with directions.**

Doug Good said he would make the necessary plans for the June CTMB meeting to take place at the Portland Community Hall.

Robert Charest said that he had met with the family of Marty Burke and thanked the family on our behalf.

Norm Ruttan said that the Trans Canada Trail will be officially opening from coast to coast in 2017 and that there is pressure on Ontario to be complete and open in 2016. He remarked that the CTMB will want to consider events to tie into this which also coincides with the 150th anniversary of Canada.

Jeff Holtz said that the L&A Ridge Runners are waiting to see if the OFS is going to come through with money for further trail improvements.

Graeme McDonald remarked on the large amount of motorized vehicle traffic on the trail in Camden East and his desire to see some kind of barricade that would somehow allow for bicycles and equestrian use but not motorbikes and 4 wheelers and could be removed for winter snowmobile traffic. Doug Davison said he'd have a talk with an associate to see if he could come up with some kind of plan for that.

Paul Rappell moved for adjournment and The Chair dropped the final gavel at 8:45 PM calling the meeting to a close.

Graeme McDonald
CTMB Secretary