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MINUTES: GEORGIAN TRAIL BOARD OF MANAGEMENT

May 11, 2016 – 4:30 p.m.
Committee Room – The Blue Mountains

A. Call to Order

PRESENT: Don DeGrandis, Deb Doherty, Bob Gamble, Joe Halos, Jaden Calvert
 Murray Knowles

OTHERS: Dan Buttineau, Shawn Everitt, Rod Willis, Murray Harvey & Sharon Long,
 Secretary.

- Call to Order Chair Don DeGrandis called the meeting to order at 4:35
- Declaration of Pecuniary Interest
- Previous Minutes – March 30, 2016

Moved by: Deb Doherty

Seconded by: Joe Halos

THAT the Georgian Trail Board of Management minutes of March 30, 2016 be approved as presented or amended, CARRIED

B. Deputation

N/A

C. Business Arising From the Minutes

C.1 Estimate from Collingwood

Wendy was not in attendance at the meeting.

D. New Business

D.1 Report from Agreement Review Committee

Shawn Everitt walked the Board of Management through the Agreement between the 3 municipalities. The Association has now declined to be a party to this agreement.

Standards are the same as in the 2012 agreement.

E-bike definition was discussed. Bob Gamble questioned the weight of e-bikes. The pedalac definition was discussed. Deb Doherty advised there is no mention of a maximum weight. Don DeGrandis asked if this is the same as Collingwood standard. Murray confirmed it was and noted these are heavier than a standard bicycle.

Board discussed continuity of ownership on Page 4. Shawn Everitt advised that easements would only be for fibre optic cable. Rerouting, driveway access and road crossings and have added into the agreement. The Board changed the word shall to may be permitted. Shawn advised that if someone wanted a driveway, it would have to

go to relevant Council. Joe Halos questioned if the easement for the cidery would still be allowed. Shawn confirmed it would be.

Murray Knowles questioned if the trail definition should include benches, rocks etc. Don suggested adding fixtures and amenities to section 1.2.

The Board discussed Section 2.1 – Reporting. Shawn Everitt advised that all 3 municipalities would have a bound inspection book for the Georgian Trail. The inspection template will be added as an appendix to this document. Joe Halos confirmed that each municipality will get a report for the whole trail. Shawn confirmed that each municipality will keep the Georgian Trail specific from any other trail within the municipality. Deb Doherty questioned the traffic counters. Shawn Everitt agreed that the trail counters be divided up. Dan Buttineau asked if the details of the annual report is understood for the budget. Shawn confirmed this and will be under the annual budget.

The Board discussed Section 2.2 Maintenance & Operations and Section 2.2.2 Trail Standards. Don suggested that if someone makes an improvement to the standards it will be in the budget. It would only go to Council if for example a municipality was going to diminish the standards. Bob agreed the budget should include those types of details. Murray Knowles stated that if we are changing the standards the Councils need to see the changes. Deb Doherty thought that only major changes would require Council approval. Joe Halos agreed that Council does not want to deal with minute change in standards. Deb Doherty agreed that all municipalities should agree if there is a reduction to the standards.

The Board discussed Section 2.2.2 Trail Standards. Shawn Everitt advised there has been a lot of thought gone into this area. Shawn advised if the Board was dissolved, control would be there and this will ensure consistency. Shawn advised that each Council needs to approve changes to the standards. Joe Halos questioned the Trail Standards and noted there are a lot of standards that we are not complying with. Joe suggests a review after 1 year. Shawn advised that they did not want to change the standards a whole lot at this time. Standards can be handled by staff and confirmed that they used the Collingwood Trail Standards from 2011.

The Board discussed Section 2.2.3 Annual Budget. Shawn Everitt advised this was prepared by municipal staff and will be included in each municipal budget. The Board felt the budget looked good.

The Board discussed Section 3.1 Intended Uses. Shawn Everitt advised the need to identify the trail as a recreation trail. A recreational trail lessens the municipality's duty of care for legal issues. Murray Harvey advised that the Meaford section of trail behind Almond's Fruit Stand had an Easement Agreement with the municipality. Rod Willis will look into this and advise. Shawn Everitt that intended uses include snowshoeing and cross country skiing and further noted that we do not do winter inspections. Due to the fact that we talk about snowshoeing and cross country skiing trail we need to do winter inspection. Don DeGrandis questioned if we can we put signs up no winter maintenance. Murray Knowles asked how we would maintain it. Shawn advised that staff are wrestling with this and thinks we need to include it. Shawn advised that Saugeen Shore has not been that lucky. Joe Halos requests that we have a

snowshoeing side and cross country ski side. Bob Gamble suggests that if we initiate this, that each municipality assign a volunteer to cover the inspections. Shawn advised there will be a level of training for this to happen. They would be trained on what we wanted them to do inspections on. Shawn advised that he has discussed this with the pursuits program at GBSS. Shawn suggested that Brian Goodings would love to do this. Murray noted that the trail is flat and felt we would have more concerns if we had hills. Shawn advised that where the trail meets the roads is a big program in Saugeen Shores.

The Board discussed Section 3.2 Prohibited Uses. The Board suggested that Personal Mobility Devices need to be added as a definition and into intended uses. Joe Halos asked if it is up to each individual Councils to approve motorized vehicles. Shawn advised that Collingwood will have to provide that document for all municipalities to endorse it. Dan suggested we could also enter into an agreement with snowmobile club to run up and down the trail. Dan confirmed that Meaford wants to use snowmobiles on the trail in Meaford. Dan advised they are already approved for a portion of the trails. Joe advised that he does not like this wording at all. Don DeGrandis wondered if we needed a resolution that we had no objections for the temporary access to the trail by snowmobiles. Murray confirmed the Association does not have problems with the small section of the trail in Collingwood. Shawn suggested wording along the lines of pilot projects or limited access for connectivity to existing OFSC trail route. Joe advised that he does not want the Georgian Trail to become a snowmobile trail. The Board concurred that Section 3.2 still requires some work.

The Board discussed Section 3.3 Insurance & Indemnity. Shawn Everitt advised that this section came from The Blue Mountains Risk Management Department. The Board discussed non-owned vehicles versus a contractor automobile. Bob Gamble suggested that we further define the automobile is for maintenance of the trail and suggested this be included in a separate policy. Shawn advised this is the insurance The Blue Mountains would provide to other municipalities and each municipality has to provide each other. Joe Halos asked if volunteers are covered by this insurance. Murray Knowles questioned if the inclusion of association would be covered. Don DeGrandis suggested that we add under association membership to include directors. Don asked if a non director of the association got hit, would they be covered. Shawn suggested that the association members can become friends of and they are covered by insurance.

The Board discussed Section 3.3.2 Liability.

The Board discussed Section 3.4 Easements and Section 3.5 Rerouting, Driveway Access & Road Crossings. Murray Harvey questioned who gives the easements. Shawn Everitt advised this will be done through a municipal works permit through Infrastructure & Public Works. Shawn advised that Terry Green would go on site to get a work plan and they would pay a deposit. Prior to getting their deposit back, staff would do an inspection and if things are not satisfactory the municipality would use their security deposit to rectify the trail. Joe Halos questioned the wording easements shall be granted. Shawn will change this to may be granted. Joe asked who would approve this. Shawn advised that the Building Department would approve it. The Board

discussed driveway approval. Shawn confirmed that this type of request would go to Council for approval. Don DeGrandis suggested we change uses to intended uses.

The Board discussed Section 3.6 Term. Shawn suggested we change five years to four years and that it renews automatically every year. Shawn advised that if there is a change to the standards then the agreement would then change.

The Board discussed Section 3.7 Amendment of Agreement. Shawn Everitt suggested we change this section to 15 business days. Joe Halos suggested it should be longer. Shawn suggested 30 days.

The Board discussed Section 3.8 Termination. Deb Doherty suggested that we add in 6 months' notice + 6 months for termination. Shawn advised that it reads 6 months before it would come into effect.

The Board discussed Section 3.9 Approval. Deb Doherty advised that the reports deals with the additional funds. Shawn agrees that it does not get bound into the agreement. Murray Knowles suggested that if the additional funds are not all required by Meaford that the money be distributed back to the 3 municipalities. Shawn suggested that each municipality would have a Georgian trail reserve for this money to go into.

The Board discussed Section 3.11 Indemnity. Murray Knowles questioned indemnification used in Section 3.3.3 versus indemnity used in Section 3.11.

The Board discussed the Trail standards section of the Agreement. Shawn Everitt advised that when the standards are final, staff have a lot of work to do. The inspections needs to be brought up to a higher standard.

The Board discussed Section 1.1.3 Width of Travelled Portion of the Trail. Shawn Everitt advised that the Trail is going from 3 metres to 1.5 metres. Shawn advised that the Home Hardware section is 1.5 metres. Don DeGrandis would like it to read 2 metres instead of 1.5 metres. Murray Knowles would like it to read the travel portion shall be a minimum of 2 metres but not less than 1.5 metres. Shawn suggested the wording read the desired or where possible shall be a 2 metre wide trail will be maintained. Murray would like it to read designed where possible to be 3 metres but shall not be less than 1.5 metres. Shawn advised that the height is 4 metres.

The Board discussed Section 1.1.4 Clearance of Trail and Section 1.1.5 Trail Access Control. Shawn Everitt confirmed that staff is already knocking the snow banks down in the Thornbury area. Murray Knowles confirmed that the Association does regular inspections but they are not documented. Shawn suggested that we delete the annual inspection and maintenance.

The Board discussed Section 1.1.5 Trail Access Control. Shawn Everitt advised that the stones during the winter months would cause problems for the emergency vehicles. Shawn advised they are looking at galvanized posts to work on the entrance locations. Shawn advised that the old standard talks about boulders and they are looking at best practices. Deb Doherty wants to ensure there is some open access to allow for emergency vehicles.

The Board discussed Section 1.1.6 Road Crossings. Shawn Everitt advised that we need to track all these items in the standards. Shawn advised that asphalt does not stand up but we still needs this in the standards. Don DeGrandis advised that the Lora Bay golf cart crossings are asphalt. Murray Knowles will measure the pavement section in Collingwood. Shawn advised that road crossings have been signed but no driveways have been signed. Shawn agreed this section needs to be cleaned up. Shawn advised that signs will be posted on the Trail. Shawn suggested we force the residents to have sight lines instead of signage on the Trail.

The Board questioned by Section 2.1 Viewing/Resting Areas was in the Trail standards. Shawn Everitt confirmed that this Section is in the current standards and agreed this section could be deleted. The Board discussed leaving in the rest area distance, why limit how close they area, benches should not be on the travel portion of the trail and deleting this whole section. Shawn Everitt suggested an appendix that has approved signage and do up another appendix for approved benches. Deb Doherty questioned the trail head kiosk. She advised that in Collingwood they are starting to create maps with retail food vendors contributing to the maps. Deb suggests this is something we might want to consider in our standards.

The Board discussed Section 3.1.1 Consistent Signage on Trial. Murray Harvey advised that the by-law signs interfere if they are located on a stop signs.

The Board discussed Section 3.1.3 Trail Distance Markers. The Board concurred to leave the km. markers at every 3 km.

The Board discussed Section 4.1 Maintenance Tasks, Section 4.1.1 Annual, Section 4.1.2 Semi-Annual, Section 4.1.3 Monthly and 4.1.4 As Required. Murray questioned the spring and fall clean up. Deb Doherty suggested to move this to semi-annual. The Board concurred to move noxious weed control up to annual. Bob Gamble suggested that the semi-annual trail grooming should move to as required. Shawn Everitt suggested that we attach the inspection report as an appendix. Shawn suggested that since we moved the agreement to a recreational trail and we do winter maintenance every 2 months. The Board agreed to change the inspections to bi-monthly and grass cutting to as required. Murray Harvey questioned detours on the Trail. Good detouring needs to be in effect. Shawn advised that some places they choose to close the trail instead of providing a detour. Murray Knowles suggested that a safe detouring route can be used where appropriate and safe with notification.

Joe Halos suggests that the changes to be made to this agreement and be circulated to the Board of Management for a further read through. Shawn Everitt confirmed that a marked changes copy will go out to the entire group. Shawn would like to receive comments back where required. Shawn will have the document out by May 25th with our next meeting being on June 1st.

E. Maintenance Coordinator's Report

Murray Harvey advised that on his April 15th inspection there were 2 washouts identified. Murray advised that the trail sections in Meaford & Collingwood have both been repaired and the section in The Blue Mountains was repaired prior to his inspection.

J. Adjournment

Moved by: Murray Knowles Seconded by: Bob Gamble

THAT the Georgian Trail Board of Management meeting adjourn at 7:40 p.m.