

## AGENDA ACTIVE TRANSPORTATION & TRAILS ADVISORY COMMITTEE

April 24 2014 at 6:15 p.m.  
River Plate Room, Town Hall  
Meeting No. 4

**Online Agenda:** Anything in **blue** denotes an attachment/link. By clicking the links on the agenda page, you can jump directly to that section of the agenda. To maneuver back to the agenda page use the **Ctrl + Home** keys simultaneously **OR** use the “Bookmark” icon on the navigation panel to the left of your screen.



**Alternative formats available upon request by contacting:**  
[sarah.moore@ajax.ca](mailto:sarah.moore@ajax.ca) or 905-619-2529 ext. 3347

### 1. Call to Order

- 1.1. Mandate and Role Review **(6:15 – 6:30 p.m.)** (S. Moore)

### 2. Disclosure of Pecuniary Interest

### 3. Approval of Minutes

- 3.1 March 27, 2014** ..... Page 3

### 4. Presentation/Discussion Items

- 4.1 Durham Region Roundtable Committee Consultation Session **(6:30 – 6:50 p.m.)**  
Durham Region Health Department
- 4.2 Monthly Walks Update **(6:50 – 6:55 p.m.)** (E. Warsh)
- 4.3 Ajax Green Living Days: Final Check-in **(6:55 – 7:00 p.m.)** (E. Warsh)
- 4.4 Scheduled Events on the Trail System **(7:00 – 7:05 p.m.)** (C. Bridgeman)
- 4.5 Trailfest Walk **(7:05 – 7:20 p.m.)** (E. Warsh)
- 4.6 Bicycle Friendly Community Update **(7:20 – 7:30 p.m.)** (E. Warsh)
- 4.7 Transportation Management Plan **(7:30 – 7:45 p.m.)** (E. Warsh)

### 5. Standing Items

- 5.1 Work Plan** ..... Page 7
- 5.2 Durham Trails Coordinating Committee Update (R. Cooke)
- 5.3 Pan Am 2015 Local Host Committee Update

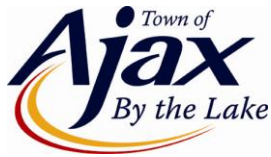
**6. Correspondence**

**7. Update from Council**

**8. New Business**

**9. Adjournment**

**Next Meeting:** Thursday, May 29, 2013 at 6:15 p.m., River Plate Room, Town Hall



**DRAFT MINUTES**  
**Active Transportation & Trails Advisory Committee**

March 27, 2014

*River Plate Room, Town Hall*

*Meeting No. 3*

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Committee Members:	Regional Councillor Shaun Collier Richard Cooke Michael Jakubcak Reg Lawrance  Marjorie Middleton, Co-Chair Joanne Nightingale, Co-Chair Ute Sack Lynn Trauzzi Colin Wallace
Staff:	Catherine Bridgeman, Active Transportation Coordinator Sarah Moore, Committee Co-ordinator
Guest:	Kelly Taylor, Volunteer Coordinator - Wind Reach Farms
Regrets:	Stu Logan, Erica Warsh, Kim Lendvay

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**1. Call to Order**

Co-Chair Middleton called the meeting to order at 6:15 p.m.

New Members were welcomed and roundtable introductions were made.

**2. Disclosure of Pecuniary Interest**

None

**3. Approval of Minutes**

Moved by: R. Lawrance  
Seconded by: J. Nightingale

That the Minutes of the Active Transportation & Trails Advisory Committee Meeting held on February 27, 2014 be adopted.

CARRIED

**4. Presentations/Discussion Items**

#### **4.1 Wind Reach Farms**

Ms. Kelly Taylor, Volunteer Coordinator, delivered an informative presentation on Wind Reach Farms, a not-for-profit organization for people of all abilities to enjoy farming and recreation, located in Ashburn, ON. Ms. Taylor provided details of day visit, therapeutic riding program, accessible accommodations, work experience program and volunteer program opportunities with Wind Reach Farms. The farm receives over 20,000 visits each year.

Ms. Taylor distributed materials relative to upcoming events at the Farm, as well as orientation sessions for potential volunteers. She noted the availability of volunteer opportunities for tour leaders, animal care, stables assistance, gardening, special events, as well as administration and the general store. She spoke about recent funding received for future creation of a 'sensory trail', which will incorporate elements to stimulate all of the senses.

An informational video was shown and Members posed questions relative to sponsorship and volunteer eligibility. Chair Middleton thanked Ms. Taylor for taking the time to meet with the Committee and share information on volunteer opportunities.

#### **4.2 Advisory Committee Review**

Ms. Moore solicited comments and feedback from the Committee relative to several new and revised advisory committee-related documents. Specific focus was paid to the Advisory Committee Policy & Procedure document and the Active Transportation & Trails Advisory Committee Profile.

It was recommended that the wording of the Committee's purpose also include wording relative to the benefits of healthily active living. Members proposed including reference to the Durham Trail Coordinating Committee and Pumpkinville event participation. The broad scope and interests engaged by the committee were discussed. Link to the Town's Integrated Community Sustainability Plan document was identified.

Additional comments and feedback were requested by April 4, 2014.

#### **4.3 2013 Monthly Walk Review and 2014 Walk Schedule**

Co-Chair. Middleton circulated copies of the final 2014 Monthly Walk Schedule. It was requested that a copy be posted on the Town's website, and include the day and duration of the walk. Communications for the 2014 walk schedule were discussed in detail. Members were reminded that details of each walk could be self-populated through the Town's website. It was noted that the schedule circulated will be printed on promotional magnets, which should be available for distribution in time for the June 22, 2014 Trailfest event. Mr. Cooke agreed to coordinate a working group to meet and prepare the trail descriptions and maps for Ms. Warsh to post online. Materials will be provided to staff by April 11, 2014.

Moved by: U. Sack  
Seconded by: R. Lawrance

That the 2014 Monthly Walk Schedule be approved.

CARRIED

## **5. Standing Items**

### **5.1 Work Plan**

Members requested an updated list of 2014 Town events for participation consideration.

### **5.2 Durham Trails Coordinating Committee (DTCC) Update**

Mr. Cooke provided an overview of the Durham Trails Coordinating Committee for the benefit of new Members. He shared a summary from the more recent DTCC meeting, noting continued discussion relative to the Provincial Trails Master Plan and details of the Lynde Shores trail connectivity construction.

### **5.3 Pan Am Ajax Local Host Committee Update**

Mr. Lawrance circulated information from the Committee relative to volunteer subcommittees and provided background information on the 2015 event. He noted that the Local Host Committee will also be involved with the one-year countdown event on July 10, 2014.

## **6. Correspondence**

None

## **7. Update from Council**

Councillor Collier shared details of a forthcoming Ward 1 & 2 Community Meeting regarding community safety scheduled for May 1, 2014. He noted that Durham Regional Police Services will be in attendance.

## **8. New Business**

### **8.1 Volunteer Recognition Awards**

Mr. Lawrance congratulated Mr. Cooke and Ms. Lorrie Cooke, as a forthcoming recipients of the 2013 Town of Ajax Recreation Volunteer Recognition Award.

### **8.2 Communications**

Mr. Cooke requested that staff be reminded to submit the monthly walk schedule to Corporate Communications for monthly publication in the News Advertiser Community Pages, space permitting.

Ms. Sack inquired whether details relative to the Ajax Green Living Days events, specifically tree planting opportunities, could be forwarded to the Committee.

**9. Adjournment**

Moved by: U. Sack  
Seconded by: R. Lawrance

That the March 27, 2014 Meeting of the Active Transportation & Trails Advisory Committee be adjourned (8:15 p.m.).

CARRIED

## 2012 Active Transportation and Trails Advisory Committee Work Plan

Objective/Project		Task	Lead	Timeline	Status
1.	Implementation of the Pedestrian and Bicycle Master Plan	<ul style="list-style-type: none"> <li>Review proposed pedestrian and cycling routes</li> <li>Review proposed trails/cycling network signage</li> <li>Review goals and recommendations within the Plan</li> <li>Comment on planned/ongoing capital projects relating to Active Transportation &amp; Trails system</li> <li>Regular consultation between Operations and Environmental Services staff and committee regarding sidewalk, trails and cycling network maintenance issues</li> </ul>	<ul style="list-style-type: none"> <li>C. Bridgeman</li> <li>E. Warsh</li> <li>A. Jackson</li> </ul>		September 2013
2.	By-Law and Policy Review	Review existing or proposed by-laws or policies relating to support and strengthen Active Transportation	<ul style="list-style-type: none"> <li>D. Hannan</li> </ul>	As Required	
3.	Public Education and Outreach	Spearhead active transportation public education and outreach for cycling, walking and trails <b>Trailfest – Sunday June 9</b>	<ul style="list-style-type: none"> <li>ATTAC</li> <li>Communications</li> </ul>	As Required	ongoing
4.	Active and Safe Routes to School	Provide input on active transportation promotion Discuss active transportation to schools advocacy opportunities.	<ul style="list-style-type: none"> <li>ATTAC</li> <li>K. Smith</li> <li>E. Warsh</li> </ul>		ongoing
5.	Durham Trail Coordinating Committee Update	Regular consultation/updates between ATTAC committee and the Durham Trail Coordinating Committee	<ul style="list-style-type: none"> <li>R. Cooke</li> </ul>	ongoing	monthly
6.	Active Transportation and Trails Website	Promote Active Transportation & Trails by providing related information on the new Town website <a href="http://www.ajax.ca">www.ajax.ca</a>	<ul style="list-style-type: none"> <li>all</li> </ul>	June 2013	complete
7.	Monthly Walks	Provide comments and assist with facilitation of monthly community walks and communications of such	<ul style="list-style-type: none"> <li>ATTAC</li> </ul>	ongoing <i>Monthly</i>	2014 Schedule in progress
8.	Trailfest	Provide input on planning, organization, routes and venue of event.	<ul style="list-style-type: none"> <li>S. Toole/C. Dick</li> <li>Festivals &amp; Events staff</li> </ul>	June 9, 2013 9 a.m.	complete

# 2011-2014 Active Transportation and Trails Advisory Committee Work Plan

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Objective/Project		Task	Lead	Timeline	Status
9.	Canada Day Celebration	Provide input on planning and organization of Active Transportation/Trails event.	• S. Toole/C. Dick Festivals & Events staff	July 1, 2013 Time: TBD	N/A
10.	Celebrate Ajax	Provide input on planning and organization of Active Transportation/Trails event	• S. Toole/C. Dick Festivals & Events staff	August X, 2013 Time: TBD	N/A
11.	Pumpkinville	Provide input on planning and organization of Active Transportation/Trails event at Pumpkinville	• S. Toole/C. Dick Festivals & Events staff	October 19, 2013 Time :11-5	complete
12.	Winterfest	Participate in planning and organizing of activities to promote Active Transportation	• U. Sack • M. Middleton	February 3, 2013 11 – 4 pm	complete
13.	Car Free Day/Bike to Work Day	Council Proclamation of "Car-free Day" to promote Active Transportation as a viable option for commuting. ( <i>open street festival?</i> )	• E. Warsh	Target: ? 2014	<i>deferred</i>
15.	External Committees	Participation & updates between ATTAC and: - Integrated Community Sustainability Plan S.C. - Greenwood Conservation Master Plan S.C. - Volunteer Recognition Awards Selection Committee - Pan Am Ajax Host Committee	• R. Lawrance • R. Cooke • K. Lendvay	monthly updates to Committee	ongoing
16.	Active Transportation User Profile	Develop a profile of active transportation users in Ajax; conduct survey to gather base line information	• U. Sack • M. Jacubcak	Start: 2012	complete
17.	Capital Projects Review	Opportunity to discuss priorities for future capital projects as they relate to implementation of the Pedestrian Bicycle Master Plan and trail construction/development prior to budget process	• A. Jackson • R. Chalmers	May 2013	complete
18.	Interim Report to Council	Brief delegation to Council to present update on committee activity and accomplishments	• R. Lawrance • R. Cooke • S. Moore	May 2013	complete