



NOTICE OF MEETING

DATE: April 3, 2025

TIME: 7:00 pm

LOCATION: Hybrid, In-Person / Zoom Meeting

AGENDA

MEETING:

**GANARASKA FOREST
RECREATIONAL USERS
COMMITTEE**

MEMBERS:

Bob Gallagher, Matthew Robbins,
Jim Pearson, Jennifer Jackman,
Garry Niece, Rick Trumper, Lisa
Thompson, Shawn Marshall, Amber
Panchyshyn, Alex Schmidt, Carolyn
Richards, Peter Wood, Steve
Brownell, Maureen McDonald, Karen
Graham, Lance Nachoff

1. Welcome, Land Acknowledgement and Call to Order

Land Acknowledgement

The Ganaraska Region Conservation Authority respectfully acknowledges that the land on which we gather is situated within the traditional and treaty territory of the Mississauga's and Chippewa's of the Anishinabek, known today as the Williams Treaties First Nations. Our work on these lands acknowledges their resilience and their longstanding contribution to the area. We are thankful for the opportunity to live, learn and share with mutual respect and appreciation.

2. Disclosure of Pecuniary Interest
3. Minutes of Last Meeting – November 7, 2024 - **attached**

4. Adoption of the Agenda
5. Delegations:
None
6. Presentation:
None
7. Business Arising from Minutes:
None
8. Correspondence:
None
9. New Business:
 - a) Recreational Users Committee Terms of Reference – **Staff report attached**
 - b) Post Winter Season Update – **Staff report attached**
 - c) May 1st Opening Update – **Staff report attached**
10. Adjourn

MINUTES OF THE GANARASKA FOREST RECREATIONAL USERS COMMITTEE

November 7, 2024

RUC 4/24

1. Welcome and Call to Order

The Chair welcomed all present and introduced two new members of the Recreational Users Committee, Rick Trumper and Karen Graham. The Chair called the Ganaraska Forest Recreational Users Committee (RUC) meeting to order at 7:00 pm.

MEMBER PRESENT: Bob Gallagher, Chair
Jim Pearson, Ontario Trail Riders Association
Garry Niece, Hike Ontario
Rick Trumper, Ontario Federation of Snowmobile Club
Lisa Thompson, Ontario Federation of Trail Riders
Alex Schmidt, Ontario Cycling Association
Carolyn Richards, Ontario Federation of ATV Clubs
Peter Wood, Ontario Federation of 4WD Recreationists
Steve Brownell, Municipality of Port Hope
Maureen McDonald, Township of Cavan Monaghan
Karen Graham, Municipality of Clarington
Lance Nachoff, GRCA Board of Directors

ALSO PRESENT: Ed Van Osch, GRCA Forest Recreation Technician
Pam Lancaster, GRCA Conservation Lands Coordinator

ABSENT WITH REGRETS: Jennifer Jackman, Ontario Nature

ALSO ABSENT: Matthew Robbins, Ontario Federation of Anglers and Hunters
Amber Panchyshyn, Orienteering Ontario
Cross Country Ski Ontario (position unfilled)
City of Kawartha Lakes (position unfilled)

2. Disclosure of Pecuniary Interest
None.

3. Minutes of the Last Meeting

RUC 16/24

MOVED BY: Steve Brownell
SECONDED BY: Peter Wood

THAT the Ganaraska Forest Recreational Users Committee approve the minutes of the September 5, 2024 meeting.

CARRIED.

4. Adoption of Agenda

RUC 17/24

MOVED BY:

Alex Schmidt

SECONDED BY:

Maureen McDonald

THAT the agenda be adopted.

CARRIED.

5. Delegations

On behalf of cycling community, Alex Schmidt presented the desire to include Peterborough Trail Builders and Pauls Dirty Enduro Trails into the GRCA's Central Forest management process.

A discussion followed the delegation. Jim Pearson stated that Users require more and better-quality trails in the Ganaraska Forest. Maureen McDonald requested that Alex clarify the information on the maps presented during the delegation. Alex explained that the GRCA map shows trails that are currently offered to the Users and the second map from a non-GRCA source identifies trails that Peterborough Trail Builders maintained under GRCA agreements and several other defunct trails that were abandoned when other group agreements dissolved.

Lance Nachoff questioned what the next actionable items or resolution is with the topic of trails in the Central Forest. The Chair informed the RUC that Staff are meeting with Alex Schmidt to discuss Cycling desires for the Central Forest.

RUC 18/24

MOVED BY:

Steve Brownell

SECONDED BY:

Jim Pearson

THAT the Ganaraska Forest Recreational Users Committee receive the delegation for information.

CARRIED.

6. Presentations

None

7. Business Arising from the Minutes

None

8. Correspondence

None

9. New Business

a) To Consider Class 1 E-Bicycle for Use Within the Central Forest (Staff Report) and To Allow Class 1 E-Bicycle for Use Within the Central Forest (Notice of Motion)

At the September 5, 2024 RUC meeting a Notice of Motion to allow Class 1 E-mountain bike use within the Central Forest was moved by Alex Schmidt and seconded by Jim Pearson, which was Carried.

Alex Schmidt discussed the rational for the Notice of Motion. Rational included the Trek Bicycle Class 1 E-bicycle decibel study showed Class 1 E-bicycles to emit 40-55 decibels and that the international Mountain Bike Association (IBMA) trail study showed no significant trail impact difference between pedal mountain bike and Class 1 E-Bicycle and indicated that Class 1 E-Bicycles allow the rider to ride longer and climb hills faster than traditional pedal bicycles. Additionally, Alex expressed the potential for revenue generation options through Class 1 E-bicycle rental options provided by GRCA.

Ed Van Osch, Forest Recreation Technician, spoke to the staff report and reiterated that the Province of Ontario has a definition of E-Bicycle, which does not identify Class 1 E-Bicycles as a separate designation.

Peter Wood proposed a “Friendly Amendment” to the Motion, to use the Ontario E-Bicycle definition and rules in order to be inclusive to all Ganaraska Forest users. Alex Schmidt agreed to the “Friendly Amendment”. The Motion was amended to read: *To Consider Ontario Classified E-Bicycles for Use Within the Central Forest*. A discussion was had around adding the term “throttle” to the motion but after a long discussion it was decided not to do so.

Jim Pearson expressed concerns over increased traffic in the Central Forest and stated that the Horse Community does not support the use of E-Bicycles in the Central Forest. Lisa Thompson stated that EV-Dirt Bikes are virtually silent, and they are the way of the future. Alex Schmidt added that trail sharing, etiquette and construction are crucial to safe use and expressed that long sight lines are required to reduce conflict. Steve Brownell mentioned that with increasing populations there will inevitably be more users of the Ganaraska Forest and that more trails and signage is required to accommodate increased use. Jim Pearson stated that time money and effort will be required to provide more trails.

RUC 19/24

MOVED BY:

Carolyn Richards

SECONDED BY:

Gary Neice

THAT the Ganaraska Forest Recreational Users Committee Defer the Motion.
CARRIED.

b) Discussion on the 2.1 of the Terms of Reference to Provide Possible Recommendation to the Board of Directors

Steve Brownell, as a preamble to the Notice of Motion, stated local clubs have approached him declaring they do not have a voice on the RUC and their taxes fund the Ganaraska Forest and they are requesting a formal mechanism to obtain a seat as representatives on the RUC.

Pam Lancaster, Conservation Lands Coordinator, provided background information on the current (March 2023) RUC Terms of Reference (TOR). Pam highlighted that the TOR identifies an organization that represent the majority of Ontarians for each allowable use type in the Ganaraska Forest. Each representative organizations can appoint any person, regardless of organization affiliation, as their representative on the RUC. Further, each RUC member represents that particular use of the Ganaraska Forest, and Forest users do not have to belong to any organization in order to be represented.

Steve Brownell stated that local clubs should be allowed to hold a seat on the RUC. Lisa Thompson inquired to the definition of a local club and how would GRCA determine that designation. Steve Brownell stated that since the RUC is an advisory committee that there should be no limits on the number of clubs that can hold a seat on the RUC and that more voices will provide more input.

Carolyn Richards stated that she is not a member of Ontario Federation of ATV Clubs (OFATV), but that organization appointed her to represent and report back to the OFATV. Additionally, Carolyn stated that more than one use representative would complicate the RUC system and confuse Forest users. Carolyn identified that Forest Users are not just made up of local tax payers, but also people that travel from all over Ontario, Canada and USA to access the Ganaraska Forest.

Rick Trumper identified that Forest users residing within in one of the 4 municipalities that exist the Ganaraska Forest have a direct RUC representative through the Municipal appointed representatives.

After discussion, Steve Brownell amended the Motion to be: *Formal process for application for membership on the Recreational Users Committee, not limited to Provincial organizations nor limited to one user group.*

RUC 20/24

MOVED BY: Peter Wood
SECONDED BY: Carolyn Richards

THAT the Ganaraska Forest Recreational Users Committee Defer the Motion.
DEFEATED.

RUC 21/24

MOVED BY: Steve Brownell
SECONDED BY: Jim Pearson

THAT the Ganaraska Forest Recreational Users Committee recommend to the Board of Directors that the formal process for application for membership on the Recreational Users Committee be not limited to Provincial organizations nor limited to one user group.

DEFEATED.

10. Adjourn

Due to the good of the discussion on the agenda items and the time of night the Chair called for the adjournment of the meeting with other items to be carried to the next meeting.

RUC 22/24

MOVED BY:

Rick Trumper

SECONDED BY:

Jim Pearson

THAT the meeting adjourn at 9:32 pm.

CARRIED.

The next meeting of the Ganaraska Forest Recreational User Committee is Thursday, April 3, 2025 at 7:00 pm.

Chair



Conservation Lands Coordinator

STAFF REPORT – April 3, 2025

To: Chair and Members of the Recreational Users Committee

RE: Recreational Users Committee Terms of Reference

Each year the Recreational Users Committee Terms of Reference is reviewed, and updated when required. At the March 20, 2025 Ganaraska Region Conservation Authority Board of Directors meeting, the Recreational Users Committee Terms of Reference was approved with revisions, which includes the following. The full Terms of Reference is attached.

- Removed responsibility of trail maintenance.
- Clarified that each organization and municipality appoints one representative to sit on the committee and is entitled to one vote in section 2.0 Committee Structure and clarifying the term of the appointment.
- Added a statement in section 2.3 to allow for a designate for the Chair role in their absence and to add structure to the Chair's responsibility that is in similar alignment with the Board of Directors responsibilities as it references a meeting.
- Added Section 2.4 Conduct of Members as taken from the Administrative By-Laws.
- Section 3.4 Quorums and Section 3.5 Motions and Voting were updated to be consistent with the Administrative By-Laws.

RECOMMENDATION:

THAT the Ganaraska Recreational Users Committee receive the Recreational Users Committee Terms of Reference for information.



Prepared by:

Ed Van Osch, Forest Recreation Technician

Ganaraska Region Conservation Authority
Ganaraska Forest Recreational Users Committee
Terms of Reference
March 2025

Introduction

1.0 Purpose

The purpose of the Ganaraska Forest Recreational Users Committee (RUC) is to provide advice/comments, as it pertains to the recreational use types of the Ganaraska Forest, to the Ganaraska Region Conservation Authority (GRCA) Board of Directors on:

1. Etiquette, standards and guidelines for recreational uses occurring in the Ganaraska Forest;
2. Recreational user conflicts, and potential solutions, within the Ganaraska Forest;
3. Change in recreational use trends, technology, and demographic as it relates to mitigating future conflicts, retaining recreational interest in the Ganaraska Forest, and ensuring safe trail use while reducing liability;
4. Changes to or new Provincial legislation, and GRCA plans that pertain to recreational use; and,
5. The multi-use recreational trail system, and how recreational opportunities can be improved upon, while at the same time mitigating risk to the user and the ecology of the Ganaraska Forest.

The Ganaraska Forest Recreational Users Committee will also carry out work to:

1. Ensure rules, etiquette and regulations pertaining to recreational use in the Ganaraska Forest are communicated to their organization or municipality membership/population;
2. Promote co-operation among the various recreational user groups;
3. Support the development of recreational programs and/or assist in events in the Ganaraska Forest, which are subject to approval of the Conservation Authority;
4. Communicate with the respective recreational organization or municipality, opportunities to participate in Conservation Authority programs or initiatives that are mutually benefiting and in the best interest of the Ganaraska Forest and recreational opportunities.

Governance

2.0 Committee Structure

Each governing body/municipality listed in section 2.1 is responsible to appoint one representative from that organization or municipality to sit on the RUC. In doing so, each use type will have one vote. The appointee from a governing body is to represent the recreational use type and all its users the Ganaraska Forest. The appointee from a municipality is to be a resident of the municipality and represents the Municipality and its relationship to the Ganaraska Forest.

Appointment methods are determined by the governing body/municipality. The GRCA will provide notification to the governing body/municipality when appointments are required. When a new member is appointed to the RUC, an orientation session may be provided, along with the Terms of Reference of the Committee.

Each representative will sit on the RUC as a voting member for a four (4) year term, which will coincide with municipal elections. A newly appointed RUC membership will be in place by April of the year following the municipal election. Appointments can be made to the RUC throughout the 4 year term as required to fill vacancy. The appointments are volunteer based and no remuneration nor per diem is provided.

A GRCA Board of Director will sit on the Committee as an ex-officio non-voting member and will be appointed annually at the Annual General Meeting of the Board of Directors. The role of the Board of Director is to represent the Board of Directors, and to provide expertise and advice to the Committee.

Members must attend 3 out of the 4 regularly scheduled meetings per year. If a member misses a meeting, communications will be sent to the individual from the GRCA noting the absence and emphasizing the need to attend the remainder of the meetings that year. When 2 meetings are missed, a note will be sent to the governing body or municipality, noting the absence and the request to discuss the absence with the appointed individual. If absenteeism continues, the appointed individual will need to be removed from the Committee by the governing body or municipality.

2.1 Voting Members

Members of the RUC will be appointed by a governing body which represents the majority of Ontarians (see section 2.0). The governing body shall represent one of the uses authorized within the Ganaraska Forest. The governing body includes:

- Ontario Federation of Anglers and Hunters
- Ontario Trail Riders Association (equestrian)
- Ontario Federation of ATV Clubs
- Ontario Federation of Snowmobile Clubs
- Ontario Federation of Trail Riders (off-road motorcycles)
- Ontario Federation of 4Wheel Drive Enthusiasts
- Ontario Nature
- Hike Ontario
- Cross Country Ski Ontario
- Orienteering Ontario
- Ontario Cycling Association

In addition, a member from each municipality whose boundaries fall within the Ganaraska Forest will be appointed to the RUC as outlined in section 2.0

- Municipality of Port Hope
- City of Kawartha Lakes
- Township of Cavan Monaghan
- Municipality of Clarington

2.2 Responsibilities of Voting Members

- Members must communicate and provide updates to the governing body, organization, or municipality after each meeting.
- Members need to have an open line of communication with the user or municipality that they represent.
- Members are to bring concerns related to recreational use conflict to the Committee.
- Members must participate cooperatively, collaboratively and with respect, with other members of the Committee.
- Members must make decisions that are best for the Ganaraska Forest rather than in the best interest for the individual use type, group or individual.

2.3 Chair

The Chair is appointed by the GRCA Board of Directors and is a non-voting member of the Committee. The Chair's role is to facilitate and chair meetings in a neutral/non-biased manner, ensuring that everyone has the opportunity to participate in contributing to the meeting.

It shall be the duty of the Chair, with respect to any meetings over which they preside, to:

- Preserve order and decide all questions of order, subject to appeal; and without argument or comment, state the rule applicable to any point of order if called upon to do so;
- Ensure that the public in attendance does not in any way, interfere or disrupt, the proceedings of the members;
- Receive and submit to a vote all motions presented by the members, which do not contravene the rules of order;
- Announce the results of the vote on any motions so presented;
- Adjourn the meeting when business is concluded.

In the absence of the Chair, a non-voting Committee member will assume the role of Chair. The first non-voting Committee member to assume the role is the Board of Director member. In the absence of the Chair and the Board of Director member, the recording secretary can fulfill the role as Chair for that meeting.

When the Chair position needs to be filled, a job posting will be circulated, advertising the volunteer position. Interviews and selection will occur by a Committee made up of the Chair of the GRCA Board of Directors, the Board of Directors RUC member, the CAO/Secretary-Treasurer, and Conservation Land Coordinator.

The Chair position is for a 4-year term, and the same chair can be re-appointed.

2.4 Conduct of Members

Members, including the chair, shall maintain a high standard for conduct and at all times comply with applicable laws and the Code of Conduct (Appendix 1).

No member at any meeting of the RUC shall:

- a) Speak in a manner that is discriminatory in nature based on an individual's race, ancestry, place of origin, citizenship, creed, gender, sexual orientation, age, colour, marital status, family status or disability;
- b) Leave their seat or make any noise or disturbance while a vote is being taken or until the result is declared;
- c) Interrupt a member while speaking, except to raise a point of order or a question of privilege;
- d) Speak disrespectfully or use offensive words against the Authority, the members, staff, or any member of the public;
- e) Speak beyond the question(s) under debate;
- f) Resist the rules of order or disobey the decision of the Chair on the questions, order or practices;
- g) Criticize any decisions of the Authority or Committee except for moving, in accordance with the provision of the policy, that the question be considered.

If any Committee member violates the standard of conduct, they may be ordered by the Chair to leave their seat for the remainder of the meeting. In the case of an apology being made by the offender, they may, by majority vote of the Committee, be permitted to retake their seat.

No persons except members and staff shall be allowed to come to the table during the meetings of the RUC without permission of the Chair or the Committee.

No member may direct staff to prepare a report unless the request has been sanctioned by the Board of Directors as per the Administrative By-Law.

Members will respect all matters of confidentiality. Members will not reveal any confidential information they learn during the performance of their duties to anyone not present at Committee meetings. Breaches of confidentiality will be addressed with appropriate sanctions, including potential dismissal from the Committee.

2.5 Recording Secretary

A staff member of the Conservation Authority will be appointed as the recording secretary by the CAO/Secretary-Treasurer and is a non-voting member of the Committee.

The recording secretary will prepare the agenda and minutes of each meeting, which will be circulated to Committee members and posted on the Ganaraska Region Conservation Authority website a minimum 5 business days prior to the meeting day.

The minutes will be sent to the next GRCA Board of Director meeting as information.

2.6 Amendments to Committee Structure and/or Terms of Reference

The Committee structure and the Terms of Reference will be considered annually by the GRCA Board of Directors, and a revised Terms of Reference, if applicable, will be provided before the first RUC meeting of the year as part of the agenda package.

Meeting Procedures

3.0 Rules of Order

All meetings will be conducted in a normal business-like manner and according to Robert's Rule of Order.

3.1 Public Participation

The general public is welcome to attend Recreational Users Committee meetings.

3.2 Delegations

Delegations will be encouraged to first address their presentation to the Board of Directors of the Gannaraska Region Conservation Authority. In turn, the Board of Directors may suggest a presentation to the Recreational Users Committee. To make representation to the Committee, a request must be made in writing to the Chair at least 10 business days prior to the meeting. Such requests should include a brief summary of the nature of the presentation and the name of the person(s) making it. Presentations shall be limited to 10 minutes. A copy of the presentation should be sent to the recording secretary the Friday prior to the meeting in order that it can be circulated in advance to the RUC members. Presenters should be prepared to answer questions from Committee members.

3.3 Correspondence

All correspondence shall be addressed to the Gannaraska Region Conservation Authority and submitted to the CAO/Secretary-Treasurer. Correspondence will go into the Board of Directors meeting where it may be actioned to go forward to the next RUC meeting for consideration.

3.4 Quorum

One half (50%) of the Committee's voting membership, with filled positions, shall form a quorum for the transaction of business.

If there is no quorum within one half hour after the time appointed for the meeting, the Chair for the meeting shall declare the meeting adjourned due to a lack of a quorum, or shall recess until quorum arrives, and the recording secretary shall record the names of the members present and absent.

If during the meeting a quorum is lost, then the Chair shall declare that the meeting shall stand recessed or adjourned, until the date of the next regular meeting.

Where the number of members who are disabled from participating in a meeting due to the declaration of a conflict of interest is such that at that meeting the remaining members are not of sufficient number to constitute a quorum, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

If a member is unable to attend any meeting and wishes to bring any additional information or opinion pertaining to an agenda item to the members, the member shall address in writing or email to the Chair and recording secretary such correspondence

prior to the start of the meeting. The correspondence shall be read aloud by the Chair or recording secretary without comment or explanations.

3.5 Motions and Voting

All motions require a mover and a seconder. Discussions on motions will be limited to 10 minutes with extensions beyond this time at the discretion of the Chair. Members may speak twice on any motion.

A majority vote of the members present at any meeting is required upon all matters coming before the meeting.

If any member who is qualified to vote abstains from voting, they shall be deemed to have voted neither in favour nor opposed to the question, which will not alter the number of votes required for a majority.

On a tie vote, the motion is lost.

3.6 Notice of Motion

At the discretion of the Chair, new business will be introduced from members by a notice of motion, introduced at the meeting prior to when the business will be dealt with. This will permit members to solicit input from the governing body or municipality prior to presenting the notice of motion and voting. Notices of motion require a mover and a seconder.

The member will provide to the recording secretary, 7 days prior to the meeting, written information and the recommendation wording when the notice of motion was introduced, to form a notice of motion report that will be included in the agenda package.

A staff report, without a resolution, may precede a notice of motion report so that staff input can be considered when considering the notice of motion resolution.

If the notice of motion resolution is defeated, the topic cannot be re-introduced within the following 2 meetings.

Meeting Schedule

4.0 Meetings

Meetings of the Ganaraska Forest Recreational Users Committee shall normally be held on the first Thursday of the month for the months of April, June, September and November at the Administrative Office of the Ganaraska Region Conservation Authority, both in office and virtually (hybrid), or virtually. Additional meetings will occur at the call of the GRCA Board of Director Chair or RUC Chair.

Report to the GRCA Board of Directors

5.0 Reporting Function

The Ganaraska Forest Recreational Users Committee Chair or designate, other than staff, shall report to the GRCA Board of Directors on its activities over the previous year by the last scheduled meeting each year.

Appendix 1 - Code of Conduct

1. Background

The Ganaraska Region Conservation Authority (GRCA) demands a high level of integrity and ethical conduct from its Committee members. The Authority's reputation has relied upon the good judgement of individual members. A written Code of Conduct helps to ensure that all members share a common basis for acceptable conduct. Formalized standards help to provide a reference guide and a supplement to legislative parameters within which members must operate. Further, they enhance public confidence that members operate from a base of integrity, justice and courtesy.

The Code of Conduct is a general standard. It augments the laws which govern the behaviour of, and it is not intended to replace personal ethics.

This Code of Conduct will also assist members in dealing with confronting situations not adequately addressed or that may be ambiguous in Authority resolutions, regulations, or policies and procedures.

2. General

All members, whether appointed representatives of an organization or municipality, are expected to conduct themselves in a manner that reflects positively on the Authority.

All members shall serve in a conscientious and diligent manner. No member shall use the influence of their position for any purpose other than for the exercise of their official duties.

It is expected that members adhere to a code of conduct that:

- i. upholds the mandate, vision and mission of the Authority;
- ii. considers the recreational use of the Ganaraska Forest in its entirety, including their appointing organization or municipality;
- iii. respects confidentiality;
- iv. approaches all Ganaraska Forest issues with an open mind, with consideration for the Ganaraska Forest as a whole;
- v. respects the democratic process and respects decisions of the Recreational Users Committee, GRCA Board of Directors, GRCA staff, as well as Executive Committee, Advisory Boards and other committees, if and when applicable;
- vi. declares any direct or indirect pecuniary interest¹ or conflict of interest when one exists or may exist; and
- vii. conducts oneself in a manner which reflects respect and professional courtesy and does not use offensive language in or against the Authority or against any member or any Authority staff.

¹ Pecuniary interest includes the financial or material interests of a Member and the financial or material interests of a member of the member's immediate family.

3. Gifts and Benefits

Members shall not accept fees, gifts, hospitality or personal benefits that are connected directly or indirectly with the performance of duties.

4. Confidentiality

The members shall be governed at all times by the provisions of the *Municipal Freedom and Information and Protection of Privacy Act*.

Members shall not disclose or release by any means to any member of the public, either in verbal or written form, any confidential information acquired by virtue of their position, except when required by law to do so.

Members shall not permit any persons, other than those who are entitled thereto, to have access to information which is confidential.

In the instance where a member vacates their position on the Recreational Users Committee they will continue to be bound by the *Municipal Freedom and Information and Protection of Privacy Act* requirements.

Particular care should be exercised in protecting personal data from an individual who has brought forward information to the Recreational Users Committee.

5. Use of Authority Property

No member shall use for personal purposes any Authority property, equipment, supplies, or services of consequence other than for purposes connected with the discharge of Authority duties or associated community activities of which the Authority has been advised.

6. Work of a Political Nature

No member shall use Authority facilities, services or property for his/her election or re-election campaign to any position or office within the Authority or otherwise.

7. Conduct at Recreational Users Committee Meetings

During meetings of the Recreational Users Committee, members shall conduct themselves with decorum. Respect for delegations, staff and for fellow members requires that all members show courtesy and not distract from the business of the Authority during presentations and when others have the floor.

8. Influence on Staff

Members shall be respectful of the fact that staff work for the Authority as a whole and are charged with making recommendations that reflect their professional expertise and corporate perspective, without undue influence.

9. Business Relations

No member shall borrow money from any individual who regularly does business with the Authority unless such individual is an institution or company whose shares are publicly traded and who is regularly in the business of lending money.

No member shall act as a paid agent before the Authority, the GRCA Board of Directors, Executive Committee or an advisory board or committee of the Authority, except in compliance with the terms of the *Municipal Conflict of Interest Act*.

10. Encouragement of Respect for the Authority and its Regulations

Members shall represent the Authority in a respectful way and encourage public respect for the Authority and its Regulations.

11. Harassment

It is the policy of the Authority that all persons be treated fairly in the workplace in an environment free of discrimination and of personal and sexual harassment. Harassment of another member, staff or any member of the public is misconduct. Members shall follow the Authority's Harassment Policy as approved from time-to-time.

Examples of harassment that will not be tolerated include: verbal or physical abuse, threats, derogatory remarks, jokes, innuendo or taunts related to an individual's race, religious beliefs, colour, gender, physical or mental disabilities, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation. The Authority will also not tolerate the display of pornographic, racist or offensive signs or images; practical jokes that result in awkwardness or embarrassment; unwelcome invitations or requests, whether indirect or explicit and any other prohibited grounds under the provisions of the *Ontario Human Rights Code*.

12. Breach of Code of Conduct

Should a member breach the Code of Conduct and/or Terms of Reference, they shall advise the Chair and Vice-Chair, with a copy to the CAO/Secretary-Treasurer, as soon as possible after the breach.

Should a member allege that another member has breached the Code of Conduct, the said breach shall be communicated to the Chair, with a copy to the CAO/Secretary-Treasurer, in writing. In the absence of the Chair, or if a member alleges that the Chair has breached the Code of Conduct, the said breach shall be communicated the Vice-Chair, with a copy to the CAO/Secretary-Treasurer, in writing.

Should a member of the public or a municipality allege that a member has breached the Code of Conduct, the party making the allegation will be directed to follow the notification procedure outlined above.

Any breach, or alleged breach, of the Code of Conduct shall be investigated in accordance with the Enforcement of By-laws and Policies procedure outlined or referred to in the Authority's Administrative By-law.

STAFF REPORT – April 3, 2025

TO: Chair and Members of the Recreational Users Committee

RE: Post Winter Season Update

The Ganaraska Forest experienced its first significant snowfall on December 5, 2024 which allowed staff to start grooming cross country ski trails. Ganaraska Region Conservation Authority (GRCA) officially opened groomed and track-set cross country ski trails on December 6, 2024. This was the earliest recorded ski trail opening in recent years. Aside for a brief closure after new years, Staff were able to keep the ski trails open, groomed and track-set well into March 2025.

Ganaraska Forest has experienced an increase in cross country skiing popularity. Staff expect this is partly due to the great winter conditions but is also reflective of GRCA's methods and frequency of grooming when weather permits. Staff benefited from the increase in visitors and engaged with customers over the winter of 2025. Staff received valuable feedback regarding ski trail placement, navigational challenges and user enjoyment. The information gained allowed staff to identify several factors to focus on during post season and into subsequent years. Factors identified include but are not limited to challenging skiing terrain, trail placement, site specific restricted snow accumulation and lack of available public spaces at the Ganaraska Forest Centre.

Additionally, the GRCA Education Program hosted many schools through the winter months, of which 375 students participated in GRCA education staff lead cross country ski program lessons. For many of these students, it was their first time being exposed to formalized cross country skiing. Staff are pleased to note that many students stated they gained a great appreciation for skiing with many students expressing interest in returning to cross country ski at the Ganaraska Forest.

During operations it was observed that some snowmobiles failed to stop at Ontario Federation of Snowmobile Clubs (OFSC) and GRCA cross country ski intersections. GRCA, OFSC and police will be working together to address this safety issue for the winter season of 2026.

RECOMMENDATION:

THAT the Ganaraska Forest Recreational Users Committee receive the Post Winter Season Update staff report as information.

FURTHER THAT the Ganaraska Forest Recreational Users Committee remind their representative user groups to comply with all posted signage within the Ganaraska Forest.

Prepared by:



Ed Van Osch, Forest Recreation Technician

STAFF REPORT – April 3, 2025

TO: Chair and Members of the Recreational Users Committee

RE: May 1st Opening Update

The Ganaraska Forest is set to open to all permitted uses on Thursday, May 1, 2025.

Over the winter months, improvements were made to the online store by simplifying the backend of the day pass system. Now users can purchase a day pass every 24 hours without needing to delete their account. In addition, both day pass and membership purchasers will receive their card/day pass and parking pass by email, rather than only downloading them from their online store account.

Improvements have been made to the Ganaraska Forest Trail Map, by updating the symbology of the trails on the website map. An AODA (Accessibility for Ontarians with Disabilities Act) and non-AODA Ganaraska Forest Trail Map on Field Maps. Field Maps remains free and there is no need to sign up for an account to access the Trail Maps.

In order to support navigation in the Ganaraska Forest, unmaintained trails are shown on the map. Throughout 2025 trails will be inspected to support ongoing maintenance.

RECOMMENDATION:

THAT the Ganaraska Forest Recreational Users Committee receive the May 1st Opening Update staff report as information.

Prepared by:



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