

**Provincial Trails Advisory Body (PTAB)**  
**Inaugural Meeting - Tuesday March 10, 2015**  
Radisson Hotel, 8181 Cambie Road, Richmond, BC

**MINUTES**

Members present

John Hawkings (co-chair)  
Jeremy McCall (co-chair)  
Tennessee Trent  
Andrew Drouin  
Nick Heath  
Robert Holland  
Tyler Kraushar  
David Oliver  
Orville Smith

Affiliation

Director, Recreation Sites and Trails BC  
Executive Director, Outdoor Recreation Council  
Recreation Sites and Trails BC  
Appointed by the Outdoor Recreation Council  
BC Wildlife Federation (BCWF)  
Appointed by the Outdoor Recreation Council

Members on the phone

Allan Callander  
Brian Farquhar  
Kirby Villeneuve

Ministry of Transportation & Infrastructure  
BC Parks & Recreation Association (BCRPA)  
BC Parks

Regrets

Evan Loveless

Wilderness Tourism Association (WTA)

**1. Welcome**

The meeting got under way shortly after 10 AM. John welcomed everyone to this inaugural meeting, including those participating by phone (they were unable to come from Vancouver Island due to fog). He said he was excited to be getting the PTAB under way. The *Trails Strategy for British Columbia* will be the guiding document for the PTAB, RSTBC, Ministry of Forests Lands & Natural Resource Operations and for the BC Government as a whole.

**2. Approval of agenda**

The Agenda was approved by consent.

**3. Familiarization & administration**

- Introductions: Each PTAB member introduced themselves and described their trail experience and background as it related to the Trails Strategy and their particular interests.
- Formation of the PTAB: John explained that the PTAB is the first body of its kind for the Province of BC. Various models were examined in the process of determining its composition and how it would function. These were discussed in a report by a consultant, Compass Resource Management Ltd., dated March 25, 2013. The consultant's recommendations were reviewed and modified in the document *Recommendations for a Provincial Trails Advisory Body*, issued by RSTBC in May 2014, which was distributed to all ORC's member organizations during the process of recruiting members for the PTAB.

**Action item:** The Compass Report to be distributed to all PTAB members.

- The role of the co-chairs: RSTBC decided to adopt a structure with two co-chairs, one from RSTBC and one from the Outdoor Recreation Council (ORC), to reflect the importance of the five PTAB members appointed by ORC who represent the public recreation sector. John said he expects a trails manager for the Province

will be appointed shortly but he intends to continue as a co-chair of the PTAB for the foreseeable future.

- Proposed administration of the PTAB: Two face-to-face meetings per year plus two conference call meetings will be scheduled. Travel and accommodation expenses can be claimed on the standard BC Government form. Receipts, either original or photocopies, are required for expenses other than meals, the amounts of which are based on per diem rates. Mileage is \$0.52/km. Tennessee will be the Executive Director of the PTAB and claims should be sent to him by e-mail at [Tennessee.trent@gov.bc.ca](mailto:Tennessee.trent@gov.bc.ca)
- Alternates: Jeremy described how ORC appointed specific individuals to represent the public interest. First, ORC's Trails Committee recommended that only Provincial Group members of ORC, i.e. those with a province-wide mandate for their recreation activity, should make nominations and that five appointees would be necessary to ensure adequate representation from different sectors and regions. The committee's recommendations were then adopted by ORC's Executive Board of Directors which then invited nominations. The ORC Executive selected five individuals from the eight candidates nominated. These representatives represent public recreation rather than their recreation sectors. Given this process it was agreed that these persons should not have alternates and that ORC's Executive Board of Directors will be responsible for replacing members if it becomes necessary. Jeremy advised that two of the candidates who were not selected have agreed to act as stand-by appointees if required.

For those PTAB members representing the BCWF and the WTA, it was agreed that they should nominate an alternate in case they cannot attend themselves. Those alternates should be named and the regular representatives would be responsible for briefing them. The same would be appropriate for the BCRPA except that Brian advised that he did not think it likely that he would be able to designate an alternate. John indicated that the BC Government agencies may be challenged for resources and capacity and may not be able to appoint alternate representatives.

**Action item:** BCWF and WTA representatives are requested to designate an alternate and brief them when and if necessary.

- Consideration of new members: John advised that the Union of BC Municipalities (UBCM) was invited to appoint a representative but decided instead to rely on Brian, who is a member of the UBCM, and the BCRPA. Brian said the BCRPA membership is broad as it includes regional districts and municipalities. He also pointed out that the UBCM is primarily a political body while the BCRPA involves staff. Brian said he was comfortable with this additional role and he agreed to report to the UBCM.

**Action item:** Thanks to be expressed to the UBCM for considering representation. Its relationship with the PTAB will continue to be reviewed.

- First Nations: Orville expressed concern at the lack of First Nations representation. John agreed and said the experience of the Trails Strategy Committee, which developed the Trails Strategy, had demonstrated that it is difficult to get any First Nation to represent other First Nations in the Province. He has contacted the Aboriginal Tourism Association (ATA), which does have a Province-wide mandate, to consider appointing a representative and he committed to make additional efforts to engage the ATA.

#### 4. Developing the PTAB's Terms of Reference

- Review links with other BC Government initiatives: PTAB members need to be aware of two other processes presently under way, namely the Off Road Vehicle Act (ORV Act) and the Natural Resource Roads Act (NRRRA) project. The ORV Act was passed into law in March 2014 and the ORV Regulation is close to being finalized. The NRRRA project is complex and at an earlier stage. Discussions re liability issues are ongoing. The Forest Practices Board recently consulted stakeholders and others regarding access management in BC and a report is expected shortly. Changes to the Water Act (now undergoing third reading) and possible future changes to the Land Act may also impact the PTAB's work.
- Links with BC Government departments not directly represented on the PTAB: These include the Ministry of Environment and the Ministry for Aboriginal Relations & Reconciliation. They will be contacted when necessary. The Ministry of Jobs, Tourism & Skills Training was considered as a possible member of the PTAB at one time.
- Links with other groups: These might include the forest industry and landowners.
- Use of consultants: This may be necessary, subject to budgetary constraints.

#### 5. Finalizing the PTAB's Terms of Reference

- Trail definitions: Members discussed the draft Terms of Reference (TOR) which were circulated with the meeting agenda. The definition of a trail in the *Trails Strategy* (page 6) was reviewed. It was agreed that a broad definition is appropriate so that the scope of the PTAB is not limited. Jeremy suggested that it would include anywhere a trail user has an issue except National Parks, private lands and First Nations' reserves. For example highways might be included. Andrew questioned where the jurisdictional boundary with ICBC would be in a case like that. John said that the PTAB will not assume the mandate of other land agencies and the jurisdiction will mostly be limited to Provincial Crown lands.
- Funding: John said the PTAB budget of approximately \$10,000 per year will be primarily funded by RSTBC, but it should not be limited to government funding. Additional fundraising may be necessary. Tyler suggested that municipalities could be approached for funding from the gas tax. Brian added regional districts to that suggestion. Since the PTAB is not a legal entity such as a society fundraising might be difficult but members such as ORC might be able to act as funding agents for it. Partnerships should be considered.
- Communications: A section dealing with communications should be added to the draft ToR. The co-chairs would normally speak for the PTAB. John emphasized that messaging should be coordinated and members should speak with a common voice. The goal should be transparency, using minutes of meetings which can be posted. It was suggested that an information sheet be prepared for the public and for stakeholders. Tyler said Podio could be a useful file sharing, data management and scheduling program and he agreed to provide the PTAB with information about it.
- PTAB structure: Subcommittees will be used when necessary.

#### 6. Year One Work Plan

- Finalization of ToR: Jeremy will prepare a fresh draft of the ToR for circulation and comment. Once finalized and approved, in four to five weeks, the ToR will be circulated widely. A BC Government media release will be prepared at that time.
- Achievable actions to initiate in Year 1: The following Action items in the *Trails Strategy* were addressed and responsibilities agreed to:

Action 9 - Legislation, regulations and policy to manage motorized use:

This is well under way with the ORV Act. David said there may be delays. John will contact Vera Vukelich to see if the PTAB can contribute.

Action 10 - Enhance recreation opportunities by reducing liability risk:

Although this subject has often been discussed Tyler said it still needs to be demystified and the public still needs to be educated about this issue. For example there are still questions about the RSTBC and BC Parks Partnership Agreements. Brian said there is a lack of consistency between agencies. John emphasized that the Province's legal department insists that its agreements should not be interpreted. He also said there will be a full review of partnership agreements in January 2016. It was suggested that a sort of "Coles Notes" for liability issues and risk management on trails be prepared. Tennessee, David and Robert agreed to work on this.

Action 12 – Catalogue of funding sources: Andrew said he thought something immediate could be achieved in this area and he agreed to take it on.

Action 13 - Consolidate existing trail standards, guidelines and best practices and ensure they are communicated: John, Jeremy and Kirby agreed to take on this action.

Action 14 - Education programs to foster responsible trail use: Tyler said this is an extension of Action 13.

Action 15 – Compliance and enforcement: Tyler agreed to get involved with this.

Action 16 - Integrate recreation use into resource roads: Robert and David agreed to become familiar with this. John will contact Lyle Knight to see if the PTAB can contribute.

Action 19 – Undertake comprehensive survey of trail users: Jeremy said the Working Group of the National Trails Symposium held in Banff in 2010 had undertaken a comprehensive trails survey in which a majority of respondents has been BC residents. He can provide the survey results to members of the PTAB if they would find it useful.

Action 7 - Reduce Red Tape: Tennessee and Robert agreed to take this on.

## **7. Adjourn**

The meeting was adjourned at 4 PM. The next face-to-face meeting will be in the fall, probably in October, and will probably be held in Richmond again as the most convenient meeting place.

**Note:** These minutes have been reviewed by members of the PTAB but they have not yet been formally approved at a subsequent meeting.

tt/jm

Mar. 19/15