

Kananaskis Trails Advisory Group (KTAG)

Terms of Reference



1.0 Background

In 2003, a Trail Users Group (TUG) was formed to ensure that Kananaskis Country Managers understood and considered the needs of cross country skiing and hiking groups while implementing various trail related operational changes. This group has continued to meet regularly to receive information updates and to lobby Kananaskis managers on trail related issues. Existing members have suggested that the TUG could be transformed from a lobby group to a more effective trails advisory group with a formalized purpose and expanded membership.

With recent regional realignment within the Alberta Parks Division, Kananaskis senior management recognized a need to take a regional approach to trail issues within Kananaskis creating an internal government working group referred to as the Kananaskis Trails Committee (KTC). This committee is tasked with dealing with all trail related issues within Kananaskis Country (See Appendix A). However, to be effective, the KTC must engage trail stakeholders within Kananaskis Country in a way that builds relationships, strengthens community involvement and leverages collective wisdom and resources.

To promote such engagement, a standing Kananaskis Trails Advisory Group (KTAG) consisting of stakeholder group representatives will be established to provide direction and feedback to the KTC, to promote a formalized communication conduit with stakeholders and enhance community involvement in guiding the present and future direction of Kananaskis Country trails. The KTAG will replace the TUG however members of TUG may choose to continue to participate via the KTAG. Membership will follow the Recreational Opportunities Spectrum (ROS) work that is being done through the Land Use Frame Work and the South Sask. Regional Plan in that all Communities of Interest will have an opportunity to be represented.

The KTAG Terms of Reference (TOR) aims to formalize the purpose, objectives, guiding principles, responsibilities and functions, membership, structure and processes of this Advisory Group.

2.0 Purpose

The purpose of the KTAG is to provide and receive information on the planning, management and maintenance of a range of sustainable, interconnected, safe and enjoyable recreational trail opportunities while maintaining or enhancing resource management objectives within Kananaskis Country. It serves as an information conduit with respective organization members and leverages resources within Communities of Interest.

The advisory group serves as the connectivity and communication link for local trails volunteers and stakeholders within Kananaskis Country. The expected benefits of such a

strategy include: improved collective decision making, a sharing of expertise and perspectives leading to greater understanding and cooperation among stakeholders and an enhanced visitor experience. As well, having a standard process of communication with Tourism, Parks and Recreation (TPR) and Sustainable Resource Development (SRD) on recreational trail issues has the potential to improve understanding of government processes among stakeholders.

3.0 Objectives

Within the overarching goal of creating and maintaining an environmentally sustainable trail system that meets user needs, the Kananaskis Trails Advisory Group is expected to accomplish the following management objectives:

- Objective 1:** To allow all Communities of Interest that have a stake in recreation trails in Kananaskis Country a seat at the KTAG table.
- Objective 2:** Provide an opportunity for Communities of Interest to make recommendations to KTC on the implementation strategies on trail designation, maintenance, reroutes, upgrades and new construction. KTC will review recommendations and respond with a decision within an agreed upon time frame.
- Objective 3:** Provide an opportunity for Communities of Interest to make recommendations on priorities on budget allocations for trail related expenses.
- Objective 4:** Provide an opportunity for Communities of Interest to partnership in the ongoing maintenance, enhancement and development of trails within Kananaskis Country.
- Objective 5:** Serve as conduit of information between the KTC and trail stakeholders on matters of trail management, trail conflict and trail maintenance.
- Objective 6:** Help raise awareness by the public of the need to manage recreational use so as to meet conservation and resource management objectives.

4.0 Member Roles & Guiding Principles

Strong partnerships are built on role clarity and shared guiding principles. The KTAG's role will be one of 'involvement' on the International Association of Public Participation's (IAP2's) scale of community engagement. This means that two way information exchange will occur with the opportunity to influence program delivery. However, Kananaskis Country managers will ultimately make all final decisions consistent with existing management plans. In terms of shared principles, the following are suggested for adoption by the KTAG:

- Respect for each stakeholder group's contribution, priorities and clear understanding of their level of commitment and mandates;
- Clear terms of reference and empowering membership;

- Formal internal and external communication protocols in place;
- Clear understanding of funding sources;
- Commitment to a decision making process;
- Identification of issues and implementation of solutions;
- Open, collaborative and transparent communications;
- Accountability to stakeholders and each other;
- Consistency in the application of guidelines;
- Development and sharing of common goals;
- Informed, constructive input and respect for other members' views;
- Willingness to adapt plans and strategies to new knowledge and changing conditions while remaining consistent with the spirit and intent of existing management plans.

5.0 Responsibilities & Functions

- 5.1 Trail Planning:** The KTAG will assist the KTC in assessing need for trails, review and refine existing trail plans and design new trail linkages and networks if required. It will also make recommendations on designation changes of existing trails or trail networks.
- 5.2 Trail Standards:** The KTAG will provide feedback on standards for trail design, maintenance, signage and associated infrastructure to be implemented within Kananaskis Country.
- 5.3 Trail Maintenance:** The KTAG will assist the KTC in establishing trail maintenance priorities based on demand and available resources.
- 5.4 Trail Usage:** The KTAG will provide feedback to the KTC on trail usage, monitoring, designation and jurisdiction considering environmental, human demand and resource factors. This could include: helping develop a trails code of conduct; providing insight into user conflicts, researching current and future summer and winter recreation trends; providing suggestions and feedback on trail enforcement issues and proposing solutions to trail challenges associated with facilities.
- 5.5 Trail Stewardship:** The KTAG will facilitate volunteer leadership through trails stewardship program development.
- 5.6 Trail Communication:** The KTAG will promote formal communication between and among stakeholder groups in order to enhance understanding, cooperation and effective action.

6.0 Membership

The KTAG will comprise of representatives of all interested recreational trail stakeholder groups within Kananaskis Country. See Appendix C for a list of proposed stakeholder members.

7.0 Terms of Office

Service on the KTAG is confirmed at the beginning of each fiscal year (April 1). Appointment to the KTAG will be by nomination from within each Community of Interest and approved by a two thirds majority of current KTAG members. In rare circumstances, the Chair will have the authority to remove a member(s) from KTAG if they repeatedly work in opposition to the guiding principles of the KTAG Terms of Reference. The Chair of the KTAG will initially be a member of the KTC; however, the chair will have the authority to delegate this role with final approval resting with Kananaskis management.

8.0 Processes / Meetings

The KTAG will meet four times annually or as agreed to by committee members. The Chair and Vice Chair (if selected) will help set the meeting agenda, facilitate meetings, and appoint project leaders. The group may pursue and organize special project sub groups for purposes of more in depth trail plan review, standards development or any other trail related issue that needs specific focus. Project sub group members are not required to be KTAG members.

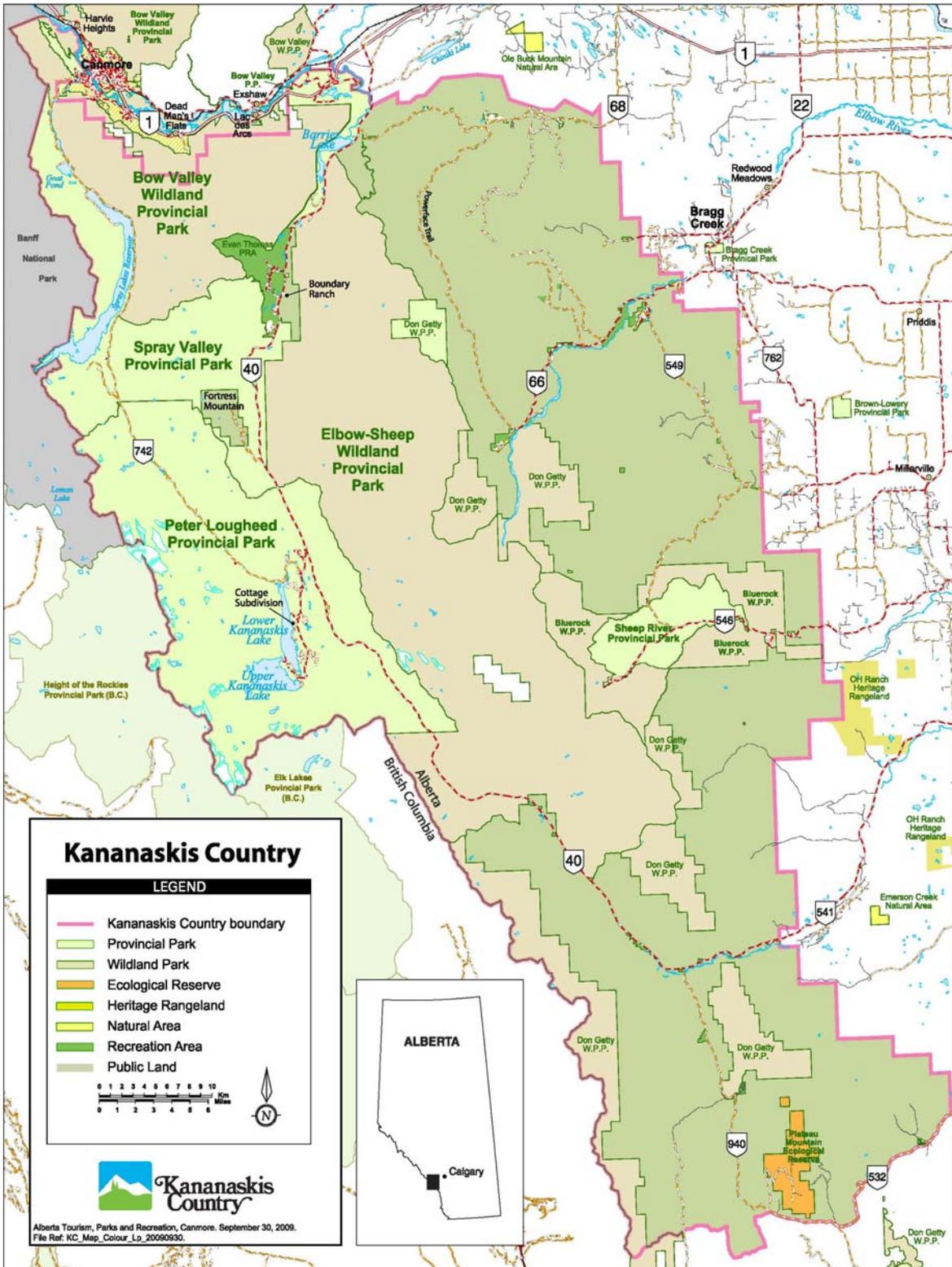
9.0 Decision Making

The KTAG will strive for consensus in making decision and recommendations. However, if consensus is not reached after significant effort, a majority of two thirds of KTAG members present will be required to move a decision or recommendation forward.

10.0 Information Flow

The KTAG representatives will liaise with members of the public as well as their respective stakeholder groups in order to share information both to and from the KTAG. However, formalized communication (i.e. public statements) on behalf of the group to the media or general public will be through the Chair or designate. This communication will not replace or minimize the opportunities for individuals to dialogue directly with Kananaskis management and staff over issues of direct concern, but it does provide a formal channel for such messaging to take place. Communication between the KTC and KTAG and back will be through the Chair and will be done so as expeditiously as possible utilizing email if timeframes fall between meeting dates.

Appendix A: Kananaskis Country



Appendix B: Kananaskis Trails Advisory Group Glossary of Terms

Collaboration: a recursive process where two or more people or organizations work together in an intersection of common goals by sharing knowledge, learning and building consensus.

Community of Interest: A community of people who share a common interest or passion. These people exchange ideas and thoughts about the given passion.

Conservation: The responsible preservation, management and care of our land and of our natural resources.

Recreation: All those things that a person or group chooses to do in order to make their leisure time more interesting, more enjoyable and more personally satisfying.

Region: A geographical area or district having definable boundaries or characteristics. Regions can be based on natural regions, watersheds or administrative boundaries.

Stakeholder: A person, group or organization who can have an influence on or will be influenced by the project or its outcomes.

Stewardship: An ethic whereby citizens, industry, communities and governments work together to responsibly care for and manage our natural resources and environment.

Sustainable: A resource or system that meets present needs without compromising those of future generations.

Appendix C: Kananaskis Trails Advisory Group Proposed Membership

Group Represented	Suggested Individual (s)	Role
Calgary Ski Club / Cross Country Alberta	Alasdair Fergusson	
Foothills Nordic Ski Club	Linda Vaxvick	
Rocky Mountain Ramblers	Dorothy-Anne Reimer	
Greater Bragg Creek Trails Association	Bruce Barker	
Moose Mountain MTB Society	Reg Mullett	
Calgary Mountain Bike Alliance	Chris Salvador	
Calgary Outdoor Recreation Association	Ken Schmaltz	
Alberta Equestrian Federation	Jessica Paul	
Endurance Riders of Alberta	Fanny Barrette	
M and M Association	John Buyschaert	
Esso Annuitants	Roy Millar	
Second Sixties Outdoor Club	Kieth Dixon	
Calgary Outdoor Recreation Enthusiasts	Anne Gildea	
Calgary Regional Trail Riders	Simon James	
Calgary Weekend Hikers	Ken Meville	
Calgary Hostel Outdoors Group	Peter Vodak	
Calgary ATV Riders	Bob Bolton	
Rocky Mountain Dirt Riders	Brendan Nagle	
Calgary Snowmobile Club	Joel Wasnidge	
Rocky Mountain Land Cruiser Assoc.	Peter Straub	
Calgary Jeep Association	Noel Aragoes	
Alpine Club of Canada	Paula Corbeil	
Calgary Outdoor Club	Ben Cheong	
Alberta Trailnet	Jeff Gruttz	
Alberta Hiking Association	Maurice Gaucher	
Alberta Wilderness Association	Nigel Douglas	
Kananaskis Trails Blog	Gillian Daffern	
Calgary Fish and Game Association	Ken Tanaka	
Ranching Community	John Buckley	
Ranching Community	Bill Bateman	
Friends of Kananaskis Country	Don Kockerton	
Public	Alf Skrastins	
AB Parks, Kananaskis Region	Michael Roycroft	CNC Area Manager (KTAG Chair)
Resources	Suggested Individual	Role
AB Parks, Kananaskis Region	Irene Till	Administrative Support
AB Sustainable Resource Development	Karen Ritchie	Community Liaison Officer
AB Sustainable Resource Development	Robert Mueller	Planning Forrester
AB Sustainable Resource Development	Roger Meyer	Land Use Planning Officer
AB Parks, East Kananaskis Area	Pat Ronald	District Conservation Officer
AB Parks, CNC Area	Jeff Eamon	Bow Valley PP Trail Supervisor
AB Parks, Kananaskis Area	James Cieslak	Peter Loughheed Trail Supervisor