

**Kawartha Highlands Signature Site Park
Management Advisory Board Meeting
Thursday November 27, 2003 – Peterborough**

Meeting Summary – Approved

PRESENT:

Kim Dunford	Wally Hobbs	Tom Flynn	Murray Kidd
Janice Griffith	Don LaCombe	John Marsh	Kathy Reid
Lorne Sellick	Dana Dvorak	Wendy Sue Lyttle	

Nancy Wilson (MNR) Tim Gray (MNR) Barry Radford (MNR)

Guest Speaker & Contact Information:

Barry Radford
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Meeting called to order at 5:00pm.

Development of a Communication Strategy for the Management Advisory Board

MNR reviewed the key points from a manual which was distributed to all members. This entailed some pointers and thoughts to consider when dealing with the media. Discussion around the development of a communication plan for MAB and what type of assistance the Board could have from the communication planners within the Ministry. The communication planner for Parks and would be able to assist in developing a plan for the group.

ACTION: MNR to forward by e-mail the template used within MNR for developing a communication plan. This can be tailored to the needs of the Board (*done*).

Review and Approval of Meeting Summary (October 20, 2003)

Summary was reviewed by group and changes that were incorporated from first draft were identified. Suggestion was made to record the times that the meetings were called to order and the time of adjournment.

MOTION: To approve the Meeting Summary as amended as accurate reflection of October 20th meeting.

Mover: Wendy Lyttle
Seconder: John Marsh
Carried.

Review of Action Items from October 20th meeting

- **MNR was asked to provide the contact information in the minutes for all guest speakers that come to the Board. Will have this as a regular part of the meeting summaries. Note – to also include the e-mail addresses.**

- **A Board member and MNR will work on a covering letter. Need to congratulate the Minister on appointment and to include the Board approved meeting summaries.** *Draft letter has been sent to MAB on Oct.27 for review/approval. An explanatory note to attach to Terms of Reference was circulated the same day as well. Letter was sent out on Oct.31st after comments to proceed were received from 7 of 10 members. A copy of the letter and package was also sent to Adair Ireland-Smith on the same day.*
- **MNR to prepare the Code of Conduct for final signoff by Board members at the next meeting.** *Has been prepared for today's meeting.*
- **Provide Board members with a copy of the Background Information Report (draft form, being updated now) as soon as current revisions are complete.** *Copy mailed to members prior to this meeting.*
- **MNR to provide a copy of the recreational user survey to all members.** *Copy was mailed to all Board members.*
- **Work will begin on flushing out a draft newsletter for next meeting.** *Draft newsletter was sent on November 12 to the Chair and another Board member.*

Code of Conduct - Signoff

The Code of Conduct was circulated for signoff by the Board members.

ACTION: MNR will make a copy for all members use.

MNR Updates

Roads and trails

MNR has mapped 33 new trails so far. There have been 33 respondents to date to provide information and comments regarding trail, feature and historic information. Most have been quite positive, offering assistance to help us find trails. Maps are still coming in. Others have heard about the trail mapping and have requested maps to contribute to the project. We have heard that some camps will not contribute trail locations. MNR is keeping a list of persons that have knowledge of historical sites and cultural information. The mailout to trappers and perimeter camps in Burleigh and Anstruther is completed. Next mailout will send maps to the Cavendish and Harvey side. Maps and information sheets were provided at the deer check stations at Eels Creek and Flynn's Corners to allow those not on the mailout list to contribute. Very few hunters indicated that they hunted in or near the Signature Site. Trail mapping will continue by ATV for as long as the weather will allow. When conditions dictate, we will switch to snowmobiles.

ACTION: MNR will send a map to the cottage associations so they will have a chance to comment as well.

Regulation Process

Currently adjusting map graphics so the intended boundary is accurately portrayed. To be fiscally responsible, we would like to send the boundary refinement consultation notice (including 11½" x 17" map) in mailout with the MAB newsletter. Would like to have this mailout happen prior to Christmas, but this will depend on the finalizing of the map product. If the mailing can happen before Christmas, would ensure that a longer time is given for receiving comments. Normal consultation period is 30 days, but wanted to lengthen the comment period because of the Christmas season. Contact will include First Nations and Bancroft/Minden Forest Company. Small-scale maps showing greater detail will be available for viewing at MNR offices in Minden, Bancroft and Peterborough. We will contact the

Municipalities to see if they would consent to retaining a copy of maps for viewing at their offices as well. Anticipate Proclamation will be in late April or May.

Newsletter Review

Board Members will review the newsletter content and provide comments to MNR by Dec. 1, 2003. Members agreed that the newsletter should include a statement indicating that the MAB is having meetings and is committed to the process and spirit of the Charter. Also, include a link to the website.

Round Table (News from the Street)

Elk sightings at Buckhorn Sands. Animal still has its collar.
Questions received regarding access fee's for cottage guests. Teacher has volunteered class service. Suggests we have a speaker from an existing park that incorporates volunteer groups.
Comments of uncertainty among recreational users regarding limited use of roads by private landowners in the park and permits for cottage guests.
Comments heard have been mostly positive. There have been some concerns from trappers.

Next Meeting

Next Meeting: January 18th, 2004
Time: 9:00 – 4:00
Location: **Peterborough**

MOTION: To adjourn meeting at 8:45pm.

Mover: Wally Hobbs
Secunder: Wendy Lyttle
Carried.