



## Council Report

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<b>Report Number:</b>	<b>RD2025-002</b>
<b>Meeting Date:</b>	January 28, 2025
<b>Title:</b>	<b>Snowmobile Trail Maintenance and Use Agreements – OFSC District 4 and others</b>
<b>Description:</b>	An agreement to define roles and responsibilities of the City and the Ontario Federation of Snowmobile Clubs (OFSC) District 4 pertaining to the use of City lands and delegate authority for future similar agreements
<b>Author and Title:</b>	Oliver Vigelius, Manager of Roads Operations

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### Recommendations:

**That** Report RD2025-002, **Snowmobile Trail Maintenance and Use Agreements – OFSC District 4 and others**, be received;

**That** the agreement between the Corporation of the City of Kawartha Lakes and the Ontario Federation of Snowmobile Clubs – District 4 for the use of City Lands for the purpose of snowmobiling, attached as Appendix C to Report RD2025-002, be approved;

**That** the Mayor and City Clerk be authorized to execute any documents and agreements required by the approval of this agreement; and

**That** the Director of Public Works or their designate be authorized to execute any documents and/or agreements for any future snowmobile trail maintenance and use agreements substantially in the form as that found in Appendix C to this report until such time as the form of agreement substantially changes.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

**Background:**

In 2014 there were eight (8) snowmobile clubs operating trails within the City of Kawartha Lakes. Five (5) of the eight (8) clubs signed land use agreements with the City in 2015. Operational changes since that time relating to insurance requirements, liability management, and organizational changes are driving the creation of this agreement as a template agreement for the remaining clubs and future agreement changes with the clubs that have already signed.

At the Regular Council Meeting of December 10, 2024, Council adopted the following resolution:

**CR2024-717**

**That** Report RD2024-003, **Snowmobile Trail Maintenance and Use Agreement – Ontario Federation of Snowmobile Clubs (OFSC) District 3**, be received;

**That** the agreement 2015-1550 Ganaraska Snowmobile Club – Right of Use Maintenance, attached as Appendix D to Report RD2024-003, be terminated; and

**That** the agreement between the Corporation of the City of Kawartha Lakes and The Ontario Federation of Snowmobile Clubs – District 3 for the use of City lands for the purpose of snowmobiling, attached as Appendix C to Report RD2024-003, be approved; and

**That** the Mayor and City Clerk be authorized to execute any documents and agreements required by the approval of this agreement.

**Carried**

This agreement was used as the template for this agreement for OFSC District 4, which is the subject of this report, and can be found as Appendix C to this report.

This report addresses these changes.

## **Rationale:**

The proposed trail use and maintenance agreements provide clear guidance on the roles and responsibilities of the parties involved; in this case the Corporation of the City of Kawartha Lakes and the respective Ontario Federation of Snowmobile Clubs governing district. Prior agreements were made between the City and individual snowmobile clubs. The City has become aware that the OFSC has changed its approach and that, going forward, the governing OFSC district will sign trail maintenance and use agreements instead of the individual clubs. The City has also been made aware that the insurance provider for the OFSC is requiring trail maintenance and use agreements as part of their coverage.

In light of the prior decision to execute the agreement for District 3 (Council Resolution **CR2024-717**), Staff will continue to use this template as the basis for agreements with the other districts. As such, Staff are recommending Council delegate authority to the Director of Public Works to sign agreements where the district agents are in alignment with the agreements signed by others.

## **Other Alternatives Considered:**

Council has already approved a snowmobile maintenance and use agreement in this format on the December 10, 2024 meeting of Council CR2024-717 (please refer to the 'Background' section of this report). This form of agreement was intended to be used as a template for future snowmobile maintenance and use agreements. No other alternatives were considered.

## **Alignment to Strategic Priorities**

This report aligns with the City's strategic priorities in the following areas:

1. An Exceptional Quality of Life by Ensuring recreation and leisure programs are available to all residents
2. A Vibrant and Growing Economy by Enhancing tourism
3. Good Government by sound Asset management

## **Financial/Operation Impacts:**

This agreement clearly defines both the legal/liability exposure and financial responsibilities of the City and the OFSC District 4.

## **Consultations:**

City Solicitor  
Director of Public Works

Manager – Public Works, Roads Operations East

Manager – Public Works, Roads Operations West A

**Attachments:**

Appendix A – OFSC District 4 List of Roads and Crossings and Map



Road Allowance  
Kawartha Lakes App

Appendix B – OFSC District 4 List of Road Crossing Signage



Road Crossing  
signage Appendix B

Appendix C – OFSC District 4 Maintenance and Use Agreement



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**Department Head:**              **Bryan Robinson**