



The Regional Municipality of Durham

Durham Active Transportation Committee (DATC) Agenda

Thursday, December 10, 2020

7:00 PM

Council Chambers
Regional Municipality of Durham Headquarters
605 Rossland Road East, Whitby

Please note: In an effort to help mitigate the spread of COVID-19, and to generally comply with the directions from the Government of Ontario, it is requested in the strongest terms that Members participate in the meeting electronically. Regional Headquarters is closed to the public, all members of the public may [view the Committee meeting](#) via live streaming, instead of attending the meeting in person. If you wish to register as a delegate regarding an agenda item, you may register in advance of the meeting by noon on the day prior to the meeting by emailing delegations@durham.ca and will be provided with the details to delegate electronically.

1 Roll Call

2 Declarations of Interest

3 Adoption of Previous Minutes

- A) Durham Active Transportation Committee meeting held on September 24, 2020 ([Attachment 1](#))

4 Presentations

- A) Great Lakes to Greenbelt – the Emerging Cycling Network - Marlane Koehler, Executive Director & David Meyer, Project Manager, Waterfront Regeneration Trust
- B) E-Mobility By-Law – Danielle Culp, Durham Region
- C) Active and Sustainable School Travel Update – Alia Tulloch, Durham Region

5 Discussion Items

- A) 2020 DATC Annual Report ([Attachment 2](#))
- B) 2021 DATC Workplan ([Attachment 3](#))
- C) Terms of Reference Update ([Attachment 4](#))

6 Information Items

- A) Regional Cycling Plan Update – Anthony Caruso

7 Other Business

8 Date of Next Meeting

Thursday, March 11, 2021 (to be determined)

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The Regional Municipality of Durham

MINUTES

DURHAM ACTIVE TRANSPORTATION COMMITTEE

Thursday, September 24, 2020

A meeting of the Durham Active Transportation Committee was held on Thursday, September 24, 2020 in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby at 7:01 PM. Electronic participation was offered for this meeting.

1. Roll Call

Present: R. Lalonde, Whitby, Chair
P. Smith, Uxbridge, Vice-Chair
J. Bate, Oshawa
M. Gibbons, Scugog
K. Haines, Ajax
A. Heywood, Pickering
C. Kobelka, Clarington

*** all members of Committee, except Chair Lalonde, participated electronically**

Absent: R. Kerr, Regional Councillor, Oshawa
S. Lee, Regional Councillor, Ajax, Alternate
J. Martin, Brock

Staff

Present: B. Bridgeman, Commissioner of Planning and Economic Development
A. Caruso, Senior Planner, Transportation Planning, Planning and Economic Development
D. Culp, Planning Analyst, Transportation Planning, Planning and Economic Development
R. Inacio, Systems Support Specialist, Corporate Services – IT
G. Muller, Director of Planning, Planning and Economic Development
G. Pereira, Manager, Transportation Planning, Planning and Economic Development
A. Tulloch, Planning Analyst, Transportation Planning, Strategic Planning, Planning and Economic Development
N. Prasad, Committee Clerk, Corporate Services – Legislative Services
M. White, Systems Support Specialist, Corporate Services – IT
C. Tennisco, Committee Clerk, Corporate Services – Legislative Services

2. Declarations of Interest

There were no declarations of interest.

3. Adoption of Minutes

Moved by K. Haines, Seconded by M. Gibbons,
That the minutes of the Durham Active Transportation Committee
meeting held on June 11, 2020, be adopted.

CARRIED

4. Presentations

A) Steven Kemp, Manager, Traffic Engineering and Operations, Durham
Region, re: Traffic Update

Steven Kemp provided a PowerPoint presentation regarding a traffic update.

Highlights of his Presentation included:

- Walk Signal Automation – Item 7. A) of the DATC June 11, 2020 minutes
- Walk Signal Automation – Guelph Experience
- Walk Signal Automation – Other Options
- Mid-block Crossing Study
- Leading Pedestrian Interval (LPI) Pilot
 - Photos of intersections
- Automated Enforcement – Speed Cameras
- Automated Enforcement – Red Light Cameras

S. Kemp invited the Committee to send him any comments or questions regarding the Traffic Signal.

S. Kemp responded to questions regarding whether staff has considered painted pavement markings at trail crossings for increased visibility to warn on-coming traffic of the crossing; if the City of Guelph did a full automation of the traffic signals at the pedestrian crossing, including sensor de-activation and operating on “fixed -time”, similar to the City of Montreal; and the pressing of peg-buttons at signalized intersections resulting in a green light being awarded to motorists but not to pedestrians walking in the same direction.

The Committee inquired whether traffic lights could be programmed to award pedestrians and crossing guards a walk signal when a green light is granted to motorists travelling in the same direction. S. Kemp explained that this option differs from the City of Guelph and would have less impact than signal lights operating at full “fixed-timed”. He advised that staff would look into this option.

B) Claire Basinski, Project Manager, and Dave McLaughlin, Senior Project Manager, of WSP; re: Regional Cycling Plan (RCP) Update

Claire Basinski and Dave McLaughlin, WSP; provided a PowerPoint presentation update on the Regional Cycling Plan (RCP). C. Basinski noted that Justin Jones, Share the Road; and, Cristina Valente, of WSP, were also participating in the meeting electronically.

Anthony Caruso outlined the background and process for the 2020 Regional Cycling Plan (RCP).

Key highlights of his presentation included:

- Developing the 2020 RCP
 - Phase 1: Background Review (Winter / Spring 2020)
 - Phase 2: Program Update (Summer / Fall 2020)
 - Phase 3: Finalize the Study (Winter 2020)
- Overview of Summer Public Engagement Activities
 - RCPU Online Summer Cycling Strategy Survey
 - Pop-up Engagement at Bruce Hanscombe Memorial Park in the City of Pickering
 - Pop-up Engagement at Port Perry Lakefront Farmers Market

C. Basinski provided an overview of the Summer Survey Results. She advised that the Survey contained a total of 35 questions on the following strategies: bicycle parking; signage and wayfinding; education and encouragement; and maintenance. She also advised that the purpose of the survey was to receive input on the cycling strategies by identifying the challenges and opportunities; the needs and preferences of the community members and stakeholders; and, to shape the recommendations and next steps for consideration by the Region.

Key highlights of the survey strategies included:

- Bicycle Parking Survey Results
 - 40% of respondents NEVER use bicycle parking within Durham Region
 - Maintenance Survey Results (Facilities)
 - Signage & Wayfinding Survey Results
 - Education & Encouragement Survey Results
- Primary Cycling Network (PCN) Update
 - Updating the Primary Cycling Network
 - Network Assumptions
 - Maps:
 - Step 1a: Update Mapping Results
 - Step 1b: Level of Separation Results
 - Areas for Improvement:
 - Step 2: PCN Update & Status
 - Step 3: Identify and Confirm Facilities

- Cycling Strategy Review
 - Approach & Considerations
 - Next Steps and staying in touch

C. Basinski and J. Jones responded to questions regarding whether the specific working groups initiatives could also target the various community groups, with a diverse and ethnical perspective, including individuals with disabilities for a better understanding of their active transportation experiences.

C. Basinski and D. McLaughlin also responded to questions regarding the potential for a short term solution to improve the unsafe gap identified in the Network, from Simcoe Street/Old Scugog Road to Coates Road, south of Port Perry; whether a connecting route from Lake Scugog to Lindsay, extending from Highway 7A and along Highway 57 to River Road, could be looked at as part of the Network; if consideration has been given to partner with the Regional Municipality of York for a Network connection from Uxbridge / Port Perry to the Toronto Zoo, extending from the north end of the York-Durham Line; and a route from the Mississaugas of Scugog Island First Nation to the York Regions' First Nations.

C. Basinski responded to a question regarding whether the Regional Cycling Plan will bring forth a recommendation for dedicated funding for the various active transportation (alternative transportation) categories. A. Caruso advised that Planning staff will be meeting with the Region's Works and Finance staff to discuss the various funding options to raise the profile of cycling, particularly during COVID-19.

Discussion ensued regarding the need for consistency within the regional, municipal and rural cycling strategy standards/guidelines; and, whether the Regional Cycling Plan will reflect a program to support mid-block crossings that are primarily a municipal crossing on a regional road.

D. McLaughlin invited the Committee to email any comments or suggestions regarding the Regional Cycling Plan Update to A. Caruso and the Project Consultants of WSP.

5. Discussion Items

- A) There were no items to be discussed.

6. Information Items

- A) Port Perry Downtown Pilot Project – Street Closure to Vehicle Traffic

M. Gibbons announced that the Port Perry Downtown Pilot project is taking place in the Township of Scugog. He explained that Queen Street, between Perry Street and Water Street, has been closed to vehicle traffic on Saturdays and Sundays, effective July 25, 2020, for a four week period and noted that though its has been a controversial topic with some business

owners, it has been a great initiative for people to experience the downtown area; particularly during the COVID-19 pandemic.

B) Henry Street Closure in the Town of Whitby, Sunday, September 27, 2020, from 8:00 AM to 8:00 PM in Support of Active Transportation

Chair Lalonde announced that Henry Street in the Town of Whitby will be closed Sunday, September 27, 2020 from 8:00 AM to 8:00 PM in support of active transportation. He noted it will be a full closure from Victoria Street north, over the Highway 401 bridge, and then a partial closure from the Highway 401 bridge up to Dundas Street.

Chair Lalonde advised that the Town of Whitby is in the final stages of completing their Active Transportation Plan (ATP), and public discussion will take place in mid October 2020. It is anticipated that the ATP will be finalized by the year end.

7. Other Business

There was no other business to be considered.

8. Date of Next Meeting

The next regularly scheduled meeting of the Durham Active Transportation Committee will be held on Thursday, December 10, 2020 in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, at 7:00 PM.

9. Adjournment

Moved by K. Haines, Seconded by P. Smith,
That the meeting be adjourned.
CARRIED

The meeting adjourned at 8:47 PM

R. Lalonde, Chair
Durham Active Transportation Committee

C. Tennisco, Committee Clerk

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 2564



The Regional Municipality of Durham Report

To: Planning and Economic Development Committee
From: Commissioner of Planning and Economic Development
Report: #2021-P or EDT-**
Date: February 2, 2021

Subject:

Durham Active Transportation Committee 2020 Annual Report and DATC 2021 Workplan.

Recommendation:

That the Planning and Economic Development Committee recommends to Regional Council:

- A. That Commissioner's Report #2021-P-XX be received as the Durham Active Transportation Committee's 2020 Annual Report;
 - B. That the Durham Active Transportation Committee's 2021 Workplan be approved, as outlined in Attachment #1, to Commissioner's Report #2021-P-xx;
 - C. That a copy of Commissioner's Report #2021-P-XX be forwarded to the Durham Active Transportation Committee, Conservation Authorities and the Area Municipalities.
-

Report:

1. Purpose

- 1.1 The Durham Active Transportation Committee (DATC) Terms of Reference (ToR) requires the submission of an annual report to the Planning and Economic Development Committee summarizing the activities of the previous year. The ToR also requires an annual Workplan be prepared for the coming year and when necessary, recommend revisions to the ToR, for consideration and approval by

the Planning and Economic Development Committee and Regional Council.

1.2 The DATC Terms of Reference (Attachment #1) were formally updated on September 5, 2018 ([Report #2018-COW-159](#)). An amendment to the ToR has been requested by Council in March of 2020 and this change has been updated (see Attachment #2).

1.3 The purpose of this report is to:

- Summarize the key DATC 2020 activities; and
- Present the DATC 2021 Workplan.

2. 2020 Annual Report Background

2.1 The DATC is comprised of eight citizen volunteers from each area municipality, one Council representative and one Council Alternate. Membership at the end of 2020 was as follows:

- Ron Lalonde (Whitby) (Chair);
- Phil Smith (Uxbridge) (Vice-Chair);
- Keith Haines (Ajax);
- Jean Martin (Brock);
- Connie Kobelka, (Clarington);
- Jim Bate (Oshawa);
- Aisha Heywood (Pickering);
- Marc Gibbons (Scugog);
- Councillor Rick Kerr (Planning and Economic Development Committee); and
- Councillor Sterling Lee (Planning and Economic Development Committee - Alternate)

3. Previous Reports and Decisions

In March 2020 the 2019 Annual Report and 2020 Workplan ([Report #2019-P-8](#)) was presented to Council and approved.

4. Major Activities

4.1 The role of the Durham Active Transportation Committee is to advise Regional staff on matters related to active transportation across Durham. The Committee also provides input on Regional initiatives, including its Active and Sustainable School Travel (ASST) program and the Regional Cycling Plan update (RCPU). Its membership largely consists of citizen volunteers, who bring different perspectives and active transportation-related experiences to the Committee. The DATC fulfilled its role in 2020 by:

- a. Receiving presentations and engaging in discussions on the following:
 - Workshop session on the vision, objectives, network priorities, and cycling strategies for the RCPU;
 - Waterfront cycling routes around great lakes and greenbelt;
 - E-Mobility and the development of an e-bike and e-scooter bylaw; and
 - Active and sustainable school travel planning in Durham region.
- b. Providing advice and investigating various Regional issues, including:
 - Information and updates on the progress of updating the Durham Regional Cycling Plan;
 - Information updates on enhancing pedestrian and cycling safety including walk signal automation at Regional traffic intersections, leading pedestrian interval pilot, and implementation of automated speed enforcement units and red-light cameras;
 - Information updates regarding micro-mobility issues such as e-bikes and their use in the Region; and
 - Feedback on challenges of winter maintenance of sidewalks and pathways and the need for synchronization between area municipalities to deliver this service.
- c. Establishment of a Sub-Committee to focus on investigating signage at cross rides intersections, trail crossings and multi-use pathways.

5. Workplan

- 5.1 The proposed DATC 2021 Workplan (Attachment #1) consists of activities which are a priority and achievable with the calendar year. These activities are divided into three categories:
 - a. Cycling Safety and Education – Providing input and support for Active and Safe Routes to School programs in municipalities where it exists, and the Region's Vision Zero initiative;
 - b. Infrastructure – Activities involve providing advice on the advancement of active transportation initiatives as outlined in the Region's Transportation Master Plan Update, including the RCPU, 2020 and coordination with area municipal cycling plans;
 - c. Communications and Advocacy – Activities related to the coordination of efforts amongst municipalities and other partners.

6. Terms of Reference

- 6.1 The DATC is guided by a Durham Region Council approved ToR. The ToR outlines the goals, mandate and scope of activities for the Committee. See

Attachment #2 – DATC Terms of Reference.

- 6.2 At a high level, the ToR establishes the vision of the DATC, which is to enhance, promote and expand active transportation throughout the Region of Durham. The DATC also provides advice on AT matters in urban, rural, utilitarian and recreational contexts.
- 6.3 An amendment to the ToR has been made, based on suggested wording from other Regional advisory committee ToRs.

7. Conclusion

- 7.1 The DATC was active in supporting Regional active transportation initiatives and providing advice to Council throughout 2020. Members should be commended for the time and commitment they have invested in the activities of the Committee and in helping to improve active transportation across the Region. Anthony Caruso acted as the Planning and Economic Development Department staff liaison.
- 7.2 It is recommended that:
- a. This report be received as the DATC's annual report on its 2020 activities;
 - b. The 2021 DATC Workplan be approved (Attachment #1); and
 - c. A copy of this report be forwarded to the Durham Active Transportation Committee, Conservation Authorities and the Area Municipalities.

8. Attachments

Attachment #1: Proposed DATC 2021 Workplan

Attachment #2: Proposed DATC Terms of Reference

Respectfully submitted,

Brian Bridgeman, MCIP, RPP
Commissioner of Planning and
Economic Development

Recommended for Presentation to Committee

Elaine C. Baxter-Trahair
Chief Administrative Officer



DURHAM ACTIVE TRANSPORTATION COMMITTEE (DATC) 2021 WORKPLAN (DRAFT)

Scope of Activities

The following areas of active transportation will act as a guideline for the committee's work throughout the year. Many of the initiatives are ongoing, but those that can be substantially achieved in 2021 have been identified:

Sustainability

1. Recognize and advance AT activities related to reducing greenhouse gas emissions in the Region of Durham. (ongoing)

Cycling Safety and Education

2. Provide advice on the identification and implementation of programs which encourage public awareness and education on Active Transportation (AT) matters, including the achievement of bronze-level Bike-Friendly status for the Region of Durham and any area municipalities not yet designated in Durham, in collaboration with the Works Department and other stakeholders. (ongoing)
3. Provide input and support for Active & Safe Routes to Schools, also known as Active Sustainable School Travel (ASST), in some jurisdictions. (ongoing)
4. Promote the use of AT in the Region, especially the important role that it plays in connecting people to transit. (ongoing)
5. Recognize the differing AT needs of commuters and recreational users within the urban and rural areas. (ongoing)

Infrastructure

6. Continue to advance the Regional Trail Network (RTN) as a key transportation and tourism component of the AT network based on various requests and initiatives in partnership with Planning and Economic Development, Health and Works Department staff and area municipal partners. (ongoing)
7. Support the development of multi-modal transportation options in the Region of Durham with a focus on advancing the Region's AT network as outlined in the Transportation Master Plan, including; providing input on the Regional Cycling Plan Update. (ongoing)

8. Assist in updating and implementing the Regional and Area Municipal Cycling Plans. This includes assisting in the planned update to the Regional Cycling Plan (RCP). (2020-2021)

Communications and Advocacy

9. Coordinate efforts to advance the shared goals of the various area municipal AT committees. (ongoing)
10. Collaborate with partners on active transportation initiatives occurring at all government levels, including: Lake Ontario Waterfront Blueway, Waterfront Regeneration Trust, Smart Commute, the Active and Sustainable School Travel program, and Public Health. (ongoing)
11. Provide advice to Regional Council on legislative matters, programming, and policies from all levels of government related to AT. (ongoing)
12. Identify and advance initiatives to improve communication and collaboration between the Region and the eight area municipalities' Active Transportation Committees. (ongoing)
13. Provide advice on AT matters related to Vision Zero initiatives to improve safety on Regional infrastructure. (ongoing)

2021 Meeting Dates

- March 11, 2021
- June 10, 2021
- September 16, 2021
- December 9, 2021



Durham Active Transportation Committee (DATC)

Terms of Reference

January 2021

1. Vision

- 1.1 To enhance, promote and expand active transportation (AT) throughout the Region of Durham.

2. Goal

- 2.1 To provide advice to the Region of Durham on AT matters: urban, rural, utilitarian and recreational.

3. Guiding Principles

- 3.1 The following principles will guide this committee's activities as it works to:
- Focus on a Regional active transportation network;
 - Recognize the differing needs of users within urban and rural areas;
 - Ensure protection of natural heritage features and functions; and
 - Undertake consultation with other stakeholders throughout the process.

4. Scope of Activities

- 4.1 The activities of the Committee will encompass the following:
- Provide advice on the identification and implementation of programs which encourage public awareness and education on AT matters;
 - Continue to advance the Regional Trail Network (RTN) as a key transportation and tourism component of the AT network;
 - Support the development of multi-modal transportation options in the Region of Durham with a focus on advancing the Region's AT network as outlined in the Transportation Master Plan;
 - Provide input and support for Active & Safe Routes to Schools, also known as Active Sustainable School Travel (ASST), in some jurisdictions;
 - Assist in updating and implementing the Regional and Area Municipal Cycling Plans. This includes assisting in the planned update to the Regional Cycling Network (RCN);

- Promote the use of active transportation in the Region, especially the important role that it plays in connecting people to transit;
- Recognize and advance AT activities related to reducing greenhouse gas emissions in the Region of Durham;
- Recognize the differing AT needs of commuters and recreational users within the urban and rural areas;
- Coordinate efforts to advance the shared goals of the various area municipal AT committees;
- Collaborate with partners on active transportation initiatives occurring at all government levels, including: Lake Ontario Waterfront Blueway, Waterfront Regeneration Trust, Metrolinx Smart Commute, and Public Health; and
- Provide advice to Regional Council on legislative matters, programming and policies from all levels of government related to active transportation.

5. Composition and Membership Selection

- 5.1 The Durham Active Transportation Committee (DATC) is an advisory committee of Regional Council and is guided by these Terms of Reference. The DATC shall report directly to the Planning and Economic Development Committee.
- 5.2 The DATC will be comprised of nine voting members in total. Eight (8) of which shall be citizen representatives from each area municipality, and one (1) member will be a representative of the Planning and Economic Development Committee.
- 5.3 Regional Council shall appoint a representative and an alternate to the DATC from the members of the Planning and Economic Development Committee.
- 5.4 Each area municipality shall appoint one citizen member of the public to sit on the DATC.
- 5.5 Membership for regular members shall correspond with the term of Regional Council. At the discretion of the DATC, non-attendance of three consecutive meetings will be sufficient grounds for replacement.

6. Officers

- 6.1 A chair and a vice-chair will be elected by the DATC membership. The Commissioner of the Planning and Economic Development Department or his designate will chair the inaugural DATC meeting.

7. Support Services

- 7.1 The Commissioner of Planning and Economic Development shall appoint a staff liaison to support the activities of DATC. The liaison will provide administrative, procedural and technical support to the DATC and will utilize the Technical Support Group noted in Section 7.3 as deemed necessary.
- 7.2 Regional Legislative Services Division will provide secretarial and other support services. Regional Council will as necessary provide a budget to cover the operational expenses of the DATC and this budget will be administered by the Planning and Economic Development Department.
- 7.3 A Technical Support Group, consisting of Regional staff, area municipal staff and representatives from other appropriate agencies (e.g. Conservation Authorities and the Waterfront Regeneration Trust) shall be established to provide technical advice and expertise to the DATC. The DATC may invite stakeholders and/or individuals with specialized expertise to attend meetings on an as-needed basis.
- 7.4 The liaison from the Regional Planning and Economic Development Department shall contact participating area municipalities and other agencies to establish the Technical Support Group.

8. Meetings

- 8.1 The DATC will establish a meeting schedule at its inaugural meeting, taking into account the business needs, and the schedule of the Planning and Economic Development Committee and Council. Special meetings may be held at the call of the Chair.
- 8.2 Unless otherwise determined, all meetings will be open to the public. As an ad-hoc Committee of Regional Council, the DATC is subject to the Regional Procedural By-law, unless otherwise specified in the Terms of Reference.
- 8.3 A quorum for a DATC meeting shall consist of a majority of the sitting members.

9. Delegations at Committee Meetings

- 9.1 Any person(s) wishing to appear before the DATC as a delegate must submit a request to delegations@durham.ca advising of the topic or item to which they wish to speak, which will then be forwarded to the staff liaison in the Regional Planning and Economic Development Department. All requests for delegations must be received at least one week prior to the meeting to ensure the inclusion in the agenda. Any person wishing to address the DATC as a delegate, who has not previously arranged to do so, may be granted permission to do so only by Committee resolution.

10. Minutes and Agenda

- 10.1 The minutes of each DATC meeting will be amended as necessary and approved at the following meeting. The unapproved minutes will be forwarded to the Regional Clerk for inclusion in the Council Information Package (CIP) for information. When approved, any amendments will be forwarded to the Legislative Services Division. The DATC agendas will be prepared by the staff liaison, along with the DATC chair or vice-chair, with input from other DATC members.

11. Committee Resolutions

- 11.1 The DATC will seek to achieve consensus on decisions. Recommendations are 'carried' if supported by a majority. Only resolutions as they appear in the adopted Minutes may be considered as officially representing the position of the DATC.

12. Annual Reports and Workplan

- 12.1 An annual report summarizing the activities completed in the previous year shall be prepared by the DATC. The annual report shall be forwarded to the Planning and Economic Development Committee.
- 12.2 An annual Workplan with an estimate of the resources necessary and any suggested revisions to the Terms of Reference for the coming year shall also be prepared by the DATC for consideration and approval by the Planning and Economic Development Committee and Council.
- 12.3 An annual review of the DATC by the Planning and Economic Development Committee will be completed to examine the effectiveness of the Committee and to ensure continued improvements.

Appendix 1: Definitions

- 1) For the purposes of the DATC Terms of Reference, “Active Transportation” describes all human-powered forms of travel such as: walking, cycling, inline skating, skateboarding, skiing and canoeing. It also includes manual and power assisted mobility devices. Walking and cycling are among the most popular modes and can effectively be combined with other modes such as public transit.
- 2) A “trail” is defined as a trail route on land or water with protected status and public access for recreation or transportation purposes. Activities that are typically performed along a trail can include: walking, jogging, motorcycling, hiking, bicycling, horseback riding, mountain biking, canoeing, kayaking, snowmobile or ATV driving, bird watching, nature observation or backpacking.