



CATARAQUI TRAIL MANAGEMENT BOARD

MINUTES

From the meeting held at The CRCA Boardroom at 7:00 pm on Thursday March 3rd, 2016.

Members present: Doug Good (Chair), Jim Hase (Vice Chair), Graeme McDonald (Secretary), Bob Cavanagh (Treasurer), Doug Davison, Linda Carr, Jeremy Statham, Claire Gunnewiek, Jeff Holtz, Doug Weese, Rich Ludlow, Pat McNamee, Allen Brown, Robert Charest.

CRCA Staff present: Steve Knechtel & Jason Hynes

Regrets: Kent Mainse, Dawn Quinn, Tina-Marie Gourley, Don Coulter, Paul Rappell, Ross Sutherland

1. **Meeting was called to order at 7:00 PM** by the Chair, Doug Good.
2. **Introduction of CTMB members, CRCA staff .**
3. **Approval of agenda.**
Motion to approve by Doug Davison, seconded by Doug Weese – Motion carried.
4. **There was no declaration of conflict of interest.**
5. **Minutes from the November 2015 meeting had not been completed for review**
6. **Election of CTMB Officers**
Steve Knechtel, General Manager of the CRCA assumed the chair to conduct the election of officers for the 2016 calendar year. Before the floor was opened for nominations, **Linda Carr made a motion to keep the existing slate of officers in place for the ensuing year. After a minor protest from the Secretary, this motion was seconded by Jeff Holtz - Motion carried.**
2016 Officers:
Chair: Doug Good
Vice Chair: Jim Hase
Treasurer: Bob Cavanaugh
Secretary: Graeme McDonald
7. **Report of Committees**
-Executive Committee had not met.

-Finance Committee.
The financial statements for the periods ending Nov 30 & Dec 31st 2015 were presented and reviewed by Bob Cavanagh. Jason H reported that there has been very few donations or new memberships over the winter. Steve K stated that two trucking bills were paid in Feb totaling approx. 2K which were not yet reflected in the statements. **Motion to accept the Financial Report by Bob Cavanagh and seconded by Pat McNamee – Motion carried.**

-Communications Committee

Bob C gave a guided tour through the new website (test.cattrail.ca) pointing out new features and areas where he still wanted to add content. Particular attention was given to the new interactive map feature which provides a detailed list of trailhead services and amenities for trail users to plan their excursions. **Bob asked for new photos for the website to refresh the content, in particular, some snowmobile and winter use shots.**

The consensus was that the website was looking great and more than adequate to launch asap. **Jason H suggested reaching out to affiliated or complimentary organizations to set up reciprocal links between websites.**

-MMP Committee

Dates for the Opinicon Dinner on June 24 and Bike or Hike fundraiser in Yarker on Aug 20th were confirmed. **Linda C to confirm times and ticket price with the folks at The Opinicon.**

The usual, annual events (e.g. Kingston Leisure show, etc) were discussed that the MMP Committee might take advantage of, however Graeme M expressed his concern that these events ultimately attract very little attention for The Trail and that we need to find, or create, opportunities to generate interest & support in new ways. Ideally, a more direct approach to our target demographic of active, outdoors oriented folks in the region. **Doug G asked the Management Board at large to consider this and new events or approaches we can consider.**

Graeme to send a draft spring newsletter to Doug G for review prior to the next meeting on Aug 31st.

-Trail Development and Maintenance Committee (CTDC).

Pat McNamee reported that the culvert at the 50km mark is quite rusted out and recommended that it be replaced asap. Doug G asked for some cost figures to be researched for the replacement of the culvert.

Allen B reported that he had patched up some holes on the Iron Bridge and Little Lake bridge with plywood and that both were chewed up pretty badly from snowmobile belts. Doug D stated that he felt most of the timbers on the railway bridges are still in good shape and that it is just the top inch or two that show wear. Doug D further suggested that a complete inspection of all bridges be conducted in the spring for further discussion on what action is necessary if any.

Closing date for the trail gates is April 1st. Steve K said that Snowmobile club representatives need to be contacted to arrange closing date and to send PSAs to.

Steve K also stated that there is lots of work for the M&D Committee to get organized for and he suggested local tours with the Committee and Township & County representatives and also an end to end tour for any interested parties and CTMB members.

Steve also reported on work for the year ahead within Frontenac County which includes decking on bridges, Surface improvement project west of Harrowsmith and the design for the pavilion at the junction in Harrowsmith. Steve reported that the conversation the CRCA is having with the county is promising and we hope to receive enough money to cover half the resurfacing project and all of the funds for the pavillion.

Doug D reported that the 6 new gates will be ready to install this spring consisting of two 12' gates & three 14' gates for the eastern end of the trail and one gate to be put in at Curl Rd in Stone Mills.

8. Master Plan

Jason H introduced a discussion on the make up and size of the CTMB. Norm Ruttan, representing the Trans Canada Trail, has completed his 1 year term on the CTMB and will not be continuing. John MacDougall has also resigned his chair. Should we fill those two vacancies or leave them empty and focus on restructuring the CTMB?

We have a total of 26 CTMB members and Jason raised the question of whether the MB needs to be that large and suggested we consider decreasing the size of the CTMB and possibly moving some of the names to committees to spread more of the work and meeting times around to lighten the load on the active CTMB members also meeting and working as committee members.

Steve K asked if we should be looking at adding CTMB members with different qualifications or skill sets from outside the current board member make up. Doug G suggested representatives from the L&A, Frontenac & Leeds counties would be beneficial. Graeme M suggested creating positions on the CTMB for regional representatives in roles such as Economic Development, Tourism, Media & Promotion.

Steve K said he and Jason would discuss and come back to the CTMB with recommendations.

9. Next Meeting Date

March 31st at 7PM in the CRCA boardroom.

Motion to Adjourn at 9:07 made by Allen Brown.

Minutes prepared by Graeme McDonald, CTMB Secretary.