



# CATARAQUI TRAIL MANAGEMENT BOARD

## MINUTES

**From the meeting held at the CRCA Boardroom, 7:00 pm on Thur. Nov 24, 2016.**

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

**CRCA Staff present:** Tom Beaubiah

**Regrets:** Dawn Quinn, Tina-Marie Gourley, Paul Rappel, Don Coulter, Doug Weese, Claire Gunnewiek, 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 agenda by Linda Carr, seconded by Pat McNamee – Motion carried.**
- 4. There was no declaration of conflict of interest.**
- 5. Approval of minutes from the October meeting was moved by Allen Brown and seconded by Doug Davison – Motion carried.**
- 6. Report of Committees**  
**-Executive Committee had not met.**

### **-Finance Committee.**

SER for month of Oct was reviewed by Bob Cavanagh. The Chair suggested that perhaps the counties might be persuaded to pony up to help cover the Trail property taxes. **The Chair requested the CRCA to put together what the tax bills were in each township** so that a presentation to the counties might be made. **Motion to accept the SER made by Pat McNamee, seconded by Al Brown – Motion carried.**

### **2017 Budget.**

The Treasurer made a report on the numbers for the 2017 budget with a projector display. In terms of changes to expenses for the coming year, Bob noted that the Trail had acquired 5 new properties in Stone Mills Township and that the Trails property taxes have gone up generally across the board and also due to these new acquisitions. A review of the operational numbers available was made but some of the information was still missing to be able to complete the budget. It was agreed that once the operational numbers were completed that **the budget would be sent to the CTMB via email for approval.**

On the project side of the budget...we are short 25K for matching funds for the Canada 150 Grant that we had previously expected to come from Frontenac County. **The Chair asked Kent and Jeff for badly needed assistance from the OFSC to help find 50K for the year ahead.** Bob C noted that we need to find some revenue from L&G County who have not been a source for contributions to this point. **Doug G** agreed and stated that we need about 375K and that L&G County are in the strategic planning phase of their Trails Plan, so the time is right to approach them.

**Tom B** pointed out that the CTMB needs to find and develop core funding streams to continue to maintain and improve the trail. Grants and handouts cannot be the only significant revenue for the Trail.

#### **-Communications**

**Graeme M** stated that he would work on a newsletter when we come back in the new year and was hopeful we would have lots of new photos and stories from trail users by this point.

FB engagement continues a slow but steady growth and we should be able to get up to approx. 400 followers by the end of the winter.

#### **-Trail Development and Maintenance Committee (CTDC).**

An urgent matter was raised of needing to get plywood on the bridge at Chaffey's Lock in the next couple of days as the gates are being opened to snowmobiles on the coming weekend. It was determined we need 10 sheets of plywood and 500 deck screws to cover the job. **A work party was put together for 10 Am on Monday, Nov 28**

**The Chair said he would be contacting Mrs Anne-Marie Forcier to follow up on our commitment to contribute \$1000 towards signage in and around Chaffey's Lock.**

**Tom B said the CRCA is adopting a camera policy and will discuss a volume purchase of equipment for its properties including the Cat Trail.**

**Doug D said that if we can find the metal, he can arrange to have more gates made.**

**Tom B confirmed that the ads for new CTMB members would be taken care of by the CRCA.**

Several members of the CTMB expressed in a trails seminar being put on by the Executive Director of Ontario Trails on Dec 8<sup>th</sup> in Ivy Lea.

## **7. Round Table**

**Al Brown** reported that he had approached the folks at the Aero Club to see if it would be possible to get aerial shots of the trail....would follow up.

**Al** also had a conversation with the folks at Queen's U in the Public Admin Masters program who would be willing to work with the CTMB on planning, policy and admin. Much discussion ensued on the various benefits this could bring to the CTMB and the end result was that **Allen was to put them in touch with Tom B** to discuss further and lay out terms of reference.

**Robert C** stated that in running into trail users he is hearing that they would like to see more integration with the other trails in the region.

**Doug D** reported that he had been at a seminar discussing cycling, including on trails. He provided them with info on the at Trail which they would integrate into their plans. Doug also mentioned that the trail work in Stone Mills was complete to Portland and that the brush and he estimated that the trail widening work come in at least 9K in "in kind" work fro Stone Mills.

**Items for consideration the Chair asked to be put on future agendas:**

- Feb. '17 agenda: Discussion re: approval for Spring Fling in Smiths Falls (Apr 22 & 23)
- Feb. '17 agenda: Discussion on trail membership and \$\$\$ amounts

**8. Next meeting will be at the CRCA boardroom on Feb 23, 2017**

**9. Motion to adjourn by Allen Brown at 8:53 pm.**

**Minutes recorded by Graeme McDonald (Secretary)**

**\*\*\*The 2017 budget was emailed to all members of the CTMB on Dec 19<sup>th</sup>.**

**A subsequent email on Jan 14<sup>th</sup> stated:**

“It will be recorded as an addendum to the minutes that the motion to adopt the 2017 Cataraqui Trail budget was moved by Bob Cavanagh, seconded by Graeme McDonald and passed by the members of the CTMB by email ballot.

Of the 20 active CTMB members who were emailed the motion along with the accompanying budget document, we received 17 votes in favour of passing the ballot with 3 non responses.”