



CATARAQUI TRAIL MANAGEMENT BOARD

MINUTES

From the meeting held at the CRCA Boardroom, 7:00 pm on Thur. Oct 27, 2016.

Members present: Doug Good (Chair), Graeme McDonald (Secretary), Jim Hase (Vice Chair), Bob Cavanagh (Treasurer), Doug Davison, Linda Carr, Jeremy Statham, Pat McNamee, Ross Sutherland, Jeff Holtz, Rich Ludlow, Don Coulter, Kent Mainse, Paul Rappell, Robert Charest, Claire Gunnewiek

CRCA Staff present: Krista Fazackerley

Regrets: Dawn Quinn, Doug Weese, Tina-Marie Gourley, Allen Brown

- 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 Doug Davison, seconded by Bob Cavanagh – Motion carried.
- 4. There was no declaration of conflict of interest.**
- 5. Approval of minutes from the September meeting was moved by Pat McNamee and seconded by Rich Ludlow – Motion carried.**
- 6. Report of Committees**
-Executive Committee had not met.

-Finance Committee.

SER for month of Sept had not been included with package but the Treasurer reviewed a few minor items (\$225 in donations & \$1 expense for credit/debit card test at Bike or Hike) in and out of the account. **In the absence of the physical statement, there were no proceedings to adopt the SER for Sept (carried over to Oct).**

-Communications

Graeme McDonald reported that the Fall newsletter had been completed with some new photos taken by a trail user and submitted to CRCA for mail & email out to the lists. **Krista Fazackerley** reported that a PSA had been published regarding the work being done between Harrowsmith west to Boundary Rd.

-Trail Development and Maintenance Committee (CTDC).

The Chair requested a **motion to spend \$300 on plywood and screws for the temporary repair of the surface on the Chaffey's Lock bridge. It was so moved by Don Coulter & seconded by Kent Mainse – Motion carried.**

Pat McNamee reported that the privy had been installed at Forfar Station.

Doug Good reported that he had attended the L&G Snowmobile Club meeting and that Tom Beaubiah will be following up with them regarding the transfer of ownership of a tractor in their

possession to the CRCA. It's a '93 or '94 MF Tractor with a cab and approx.. 90-100 hp. CRCA will own and insure the tractor.

-MMP Committee (Fundraising discussion)

Doug G stated that the K&P Trail and Renfrew Trail have set the standards we need to keep up with and that we need to implement a strategic plan to take to the townships & counties showing usage and the plan for steps forward. To this end, we must specify & prioritize our needs & associated costs along with the available grants applicable to each project.

The Chair further stated that we're missing opportunities for grants that are passing us by and that we need to be doing a better job of identifying and capitalizing on existing and new grant opportunities.

Jeremy Statham asked whose role it was to identify these needs and to put a prioritized Strategic Plan in place for Trail projects, to which **Doug G** responded, it's our job to do that.

Ross Sutherland stated there was no doubt in his mind that the major users are young families moving to the area and wanting active, healthy lifestyles. He further state that it should fall to the CRCA to be identifying grants for the Cat Trail. Ross suggested creating a "Friends of The Trail" membership on our own or in partnership with the K&P Trail (possibly Rideau & Renfrew) which, for \$100, would include a membership card that included 10% off at supporting retail partners around the area. Ross stated that surely there must be 200 people or families a year that would be happy to part with \$100 for a program like this?

Jim Hase then reviewed our current practice and tiers with membership at \$25 for individuals and \$40 for families, but that, besides the tax receipt, there are no perks to the current membership.

Doug G pointed out that the K&P Trail has a comparatively huge advantage as it draws from the tax base of the City of Kingston.

Krista mentioned that she and Steve had been discussing an "Adopt a KM" program. **Graeme** asked if a program which involved putting lots of visible signs along the trail could run at odds with the Cat Trail Master Plan? **Krista** stated that any such program need not include overbearing signage.

Don Coulter stated that we need to have the Trail M&D Committee outline prioritized needs and provide that info to the CRCA. That we need to figure out what the rough costs are per km for grading and resurfacing (to have that info and approx. costs standing by to plug in to grant apps).

Doug G said that we don't have to have hard quotes ready to go for every project along the trail, but we need to clearly identify the work that needs to be done, what are usage is like on the different trail sections and have this information ready for grant applications and to approach stakeholders (townships and counties) with.

Doug G then highlighted the main areas the discussion thus far:

-Memberships

-Adopt a KM

-An updated list of prioritized projects that includes approx. costs and usage for that section.

Graeme M stated that the trail project document ought to be a “living or dynamic document” that is laid out with the trail map and can be viewed geographically with the map and trail sections over laying townships and counties, or cross referenced by priority or other factors. This dynamic document should also show progress and phases of current and ongoing projects.

Paul Rappell suggested that the document could also be modular with the different needs or types of projects, eg. Signage projects, resurfacing or kiosks & pavilions.

Doug G summarized that portion of the discussion stating that we need an inventory of work to be done integrated with an interactive map/document like Graeme is suggesting.

7. New or Other Business

Pat McNamee moved to approve an additional \$72.22 be paid to Allen Brown for new trail camera equipment to cover the memory cards. Paul R seconded - motion carried

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

- Nov '16 agenda: Advertising for CTMB positions
- Nov. '16 agenda: Ask CRCA (Tom B) regarding signage for trail cameras
- 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 Nov 24,2016

9. Motion to adjourn by Pat McNamee at 8:45 pm.

Minutes recorded by Graeme McDonald (Secretary)