



# Cataraqi Trail Management Board

## Minutes

**From the meeting held at the CRCA Boardroom**

**Thur. June 22, 2017**

**CTMB Members present:** Ross Sutherland(Chair), Rich Ludlow(Secretary), Bob Cavanagh, Don Coulter, Pat McNamee, Linda Carr, Robert Charest, Arie Hoogenboom, Jeremy Statham, Doug Weese,, Graeme McDonald, Jeff Holtz, Doug Davison

**Staff present:** Tom Beaubiah

**Regrets:** Paul Rappell, Allen Brown

Meeting was called to order at 7:00 PM by the Chair, Ross Sutherland.

2. Introduction of CTMB members and CRCA staff.

3. Approval of agenda (with additions). Motion to approve agenda by Doug D., seconded by Doug W.- carried.

4. There was no declaration of conflict of interest.

**5. Approval of minutes** from the May 25, 2017 meeting was moved by Bob C., seconded by Doug D. Motion carried.

### **6. Reports by Committees:**

**Executive committee** - has not met.

### **Finance**

Bob C. presented the SER for April & May, 2017.

**Motion to approve the financial report as presented by Pat M., seconded by Doug D.- carried.**

Tom B. provided an update on funding and grants. Discussion took place amongst the group regarding using deferred revenue. Tom B. will send an e-poll in July to the Board to get a recommendation.

Tom B. also mentioned the grant from the Snowmobile Association for work to be performed on the iron bridge in Chaffeys Locks.

**Motion to spend \$3,000 towards this grant by Arie H., seconded by Graeme M.- carried.**

**Motion to apply for OFSC grant by July 31 deadline by Linda C., seconded by Doug W.- carried.**

### **Communications**

Rich L. presented an overview of SkEye Stream drone filming from Kingston (with video) with the intention of creating a video clip in the fall 2017 to promote the trail.

**Motion to create drone footage with SkEye Stream provided that the \$700 cost will be raised through sponsors/donations by Doug W., seconded by Doug D.- carried.**

Tom B. mentioned that he will again try to contact Google with the intention of filming the trail for Google Earth/ Street View. We will reassess in September to see if we can rent a camera.

**Motion to go in camera to discuss a litigation issue by Doug D., seconded by Doug W.- carried. Motion to come out of camera by Doug. D., seconded by Graeme M.- carried. No report at this time.**

### **Marketing, Membership & Promotion**

Graeme M. provided an update for the Bike & Hike- Aug.19, 2017.

CRCA has some hard tickets for the Opinion fundraising dinner, Oct.13, 2017 but people can purchase the online (Cat Trail website).

Arie H. again asked people to bring items for the silent auction to the next CTMB meeting in September. (gift certificates are a good idea). Linda C. suggested that a letter should be prepared for businesses willing to make a donation for this- Graeme M. offered to do this.

Graeme M. mentioned he has quotes for signage promoting businesses around Chaffeys Locks. Ross S. said he could obtain other pricing options having recently priced a banner.

**Motion to table pursuing costs on signage for advertising purposes by Linda C., seconded by Arie H.- carried.**

## **Maintenance & Development**

Pat M. lead a discussion on mowing the Trail. Jeff S. said he will look into obtaining a mower.

Tom B. again discussed the keys for the gates and brought up the need for a key policy.

**Motion to create a letter for key holders to keep track of who has keys by Linda C., seconded by Doug W,- carried.**

## **7. New Business**

Tom B. will circulate a commemorative items policy, listing standardized items for the recognition of work by the late Doug Good and Steve Knechtel.

Linda C., Tom B. And Steve K. will make recommendations for Doug Good.

Graeme M. discussed the benefits of a possible extension of the Trail to Napanee. People thought that the issue should be brought to the attention of Napanee council and we should pursue in getting this on their agenda. Tom B. will discuss the issue with the CRCA General Manager, Geoff Rae.

Discussion regarding police monitoring was led by Doug D.

**Motion to draft and send a letter to the OPP traffic coordinators across all districts of the Cataraqui Trail by Doug D., seconded by Linda C.- carried.**

Tom B. again mentioned the rickshaw rides request for the area around Sydenham. Ross S. will follow up on this.

8. Next meeting will be at the CRCA boardroom on September 21, 2017 at 7:00pm

9. Motion to adjourn by Doug D. at 9:08 pm.

Minutes recorded by Rich Ludlow (Secretary)