

# Cataraqi Trail Management Board

## Minutes

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

**Thur. Sept.21, 2017**

**CTMB Members present:** Ross Sutherland(Chair), Rich Ludlow(Secretary), Bob Cavanagh, Allen Brown, Don Coulter, Pat McNamee, Linda Carr, Robert Charest, Arie Hoogenboom, Doug Davison

**Staff present:** Tom Beaubiah, Steve Knapton

**Regrets:** Doug Weese, Graeme McDonald, Kent Mainse, Jeremy Statham

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 Arie H., seconded by Doug D.- carried.

4. There was no declaration of conflict of interest.

**5. Approval of minutes** from the June 22, 2017 meeting was moved by Doug D. seconded by Pat M. Motion carried.

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

#### **Executive**

Committee met on Sept. 21 prior to CTMB meeting, chaired by Ross S. and discussed a range of issues, including the future vision and goals of the trail.

**(1) Motion to investigate extending the western end of the trail to Napanee and approach the necessary parties to generate interest by Arie H., seconded by Pat M.- carried.**

(2) All agreed that the Executive committee move forward with re-evaluating the vision of the trail, including funding, management structure and strategic planning over the short and long term.

### **Finance**

Bob C. presented the SER for August 2017.

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

Tom B. provided an update on funding and grants. Discussion continued amongst the group regarding using deferred revenue for the Canada 150 grant for work at Harrowsmith. It was decided that moving forward with this will help secure other grants in the future.

**Motion to spend approximately \$17,500 from deferred revenue to receive the matching amount of the Canada 150 grant by Doug D. seconded by Don C. carried.**

### **Communications**

Rich L. gave an update of SkEye Stream drone filming. This is scheduled for Sept. 25, 2017. A proposal to raise funds was sent out and the County of Frontenac has agreed to pay for the portion filmed in their jurisdiction. Arie H. will ask the County of Leeds and Grenville for additional support.

**Motion to move forward with the filming and use up to \$700 from the budget by Allen B., seconded by Arie H.- carried.**

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

The upcoming fundraiser dinner at the Opinicon Resort was discussed. To date, roughly 60 of 100 tickets have sold and Arie H. has been collecting items for the silent auction.

It was agreed to allow the Smith Falls run to use the trail for an event in October.

### **Maintenance & Development**

Allen B. reported that all the mowing along the trail was completed.

## **7. New Business**

Allen B. had submitted a request called "Classroom without Walls" from a local school teacher looking for help from volunteers for elementary school classes on the trail. It was agreed they could use the trail for this purpose (if anyone wants to volunteer, dates are Sept. 25-28 and Oct. 2-6).

Tom B. went over some correspondence and some future funding possibilities.

**Motion to apply for the Keen footwear grant of \$5,000 by Rich L,  
seconded by Bob C.- carried.**

8. Meetings are normally the 4th Thursday of the month. Next meeting will be at the CRCA boardroom on October 26, 2017 at 7:00pm

9. Motion to adjourn by Bob C. at 8:30 pm.  
Minutes recorded by Rich Ludlow (Secretary)