

# Cataraqi Trail Management Board

## Minutes

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

**Thur. Nov. 23, 2017**

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

**Staff present:** Steve Knapton

**Regrets:** Dawn Quinn, Allen Brown, Tom Beaubiah

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. Motion to approve agenda by Doug D., seconded by Pat M.- carried.

4. There was no declaration of conflict of interest.

**5. Approval of minutes** (with amendment) from the Oct. 26, 2017 meeting was moved by Paul R., seconded by Doug D. - carried.

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

#### **Executive**

Ross S. summarized the meeting of the Executive Committee on Nov.23, 2017.

Two items in particular were raised:

1. An extension of the trail to Napanee.
2. A review and creation of a strategic plan to be worked on in 2018.

**Motion that the CTMB/CRCA approach Napanee council to discuss a possible extension of the trail to Napanee by Pat M., seconded by Doug D. - carried.**

**Motion that a process begin to plan for a facilitated session on creating a strategic plan by Spring 2018 by Linda C, seconded by Doug D.- carried.**

It was agreed that the Executive Committee would be the best group to work together on this.

**Motion- that the CTMB Executive Committee work on the planning for creating a strategic plan by Arie H., seconded by Pat M.- carried.**

### **Finance**

Bob C. presented the SER for Oct. 2017.

**Motion to approve the financial report as presented by Arie H., seconded by Graeme M.- carried.**

Revenue from memberships decreased in 2017; it was suggested that emails should go out to people who donated in the past (and anyone else). Graeme M. volunteered to write an email that could be sent from CRCA.

### **Communications**

Arie H. showed the drone video to a group from Smiths Falls, which was well received. It was requested that the video be put on You Tube for wider distribution.

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

Robert C. showed some examples of signage on other similar rail trails. This will be passed on to Paul R. and the committee reviewing signage.

### **Maintenance & Development**

Steve Knapton provided a summary of an upcoming report on four bridges, including the two near Sydenham and the iron bridge in Chaffeys Locks. These will require dollars in the budget over the next 1-5 years. The report will be produced in Feb. 2018.

### **7. New Business**

There was a discussion on a request from a club in Smiths Falls to allow ATVs on a section off the trail. Arie H. suggested that while it will be beneficial to have the trail link with other trail networks, allowing ATVs should not be allowed (however, we encourage a friendly tone in this decision as linkages are important).

**Motion that the CTMB is not in favour of allowing ATVs on the trail as requested by Doug D. , seconded by Arie H.- carried.**

It was suggested that t-shirts for trail volunteers would be beneficial for users of the trail. People thought this is good idea. Bob C. said he will try and obtain a quote.

8. Next meeting will be at the CRCA boardroom on February 22, 2018 at 7:00pm

9. Motion to adjourn by Paul R. at 8:35 pm.  
Minutes recorded by Rich Ludlow (Secretary)