

APRIL 1, 2021
MAILOUT TO ALL CLUBS

DESCRIPTION	REPLY	DEADLINE
Club's AGM 2021 Cancelled		
Club Survey Schedule		
Zone Meeting Schedule		
Trail Permit Returns / Payments	YES	April 30, 2021
Club Survey Questionnaire	YES	May 31, 2021
Club Directors list	YES	May 31, 2021
Financial Report	YES	May 31, 2021
Club Agreement	YES	May 31, 2021
NBFSC Annual Lottery Winners		
NBFSC Annual Lottery Sales		
Award Nominations	YES	April 15, 2021
Proposed two-tier pricing for 2022 NBFSC Classic Trail Permits		
Proposed Trail Permit Pricing		
Proposed Budget 2021-2022		
By-Law Change		
Policy Changes		
Notice of Election		
2020 AGM Minutes		



A Volunteer Organization
Une organisation bénévole



The New Brunswick Federation
of Snowmobile Clubs

www.nbfsc.com

La Fédération des Clubs
de Motoneige du Nouveau-Brunswick

147, chemin Houlton Road | Unit/Unité B | Woodstock, NB E7M 1Y4

Tel: 506.325.2625 | Fax: 506.325.2627 | Email: info@nbfsc.com

March 25th, 2021

Re: Club's AGM 2021 Cancelled / Voting on AGM Agenda Business

Dear Clubs / Club Presidents

The NBFSC board of Directors is cancelling the Annual General Meeting (AGM) slated for Sunday May 02, 2021. This is common sense given what has transpired and is also because of the recommendation of New Brunswick's Chief Medical Officer of Health aimed at limiting the spread of the COVID-19 virus.

We still must conduct critical business items historically voted upon at your AGM, but now we recommend via electronic e-mails. The AGM 2021 Agenda critical items include:

1. **Vote / Acceptance of the 2020 AGM Minutes.**
2. **Voting for the all types of 2022 Trail Permit Prices.**
3. **Voting for the 2021-2022 Operating Budget.**
4. **Voting for By-Law Changes**
5. **Election of the 2021-2022 Board of Directors. (Directors will elect the 2022 Executive Officers in a future Electronic Vote.)**
6. **Vote / Appointment of an Auditor for 2022.**

All 49 Member club will be given equal vote. We then will multiply your Club's votes by the number of Club Delegates you were eligible to send to the 2021 AGM. The assumption is that all delegates from one (each) club would vote the same. All replies will be totaled to ascertain if all motions have passed or been defeated.

If a vote on any motion is defeated, we will redistribute a new motion until we have a majority amongst the 49 Member Clubs delegates.

CORPORATE PARTNERS FOR 2020-2021

EXCLUSIVE PARTNER



PARTENAIRE EXCLUSIF

ENTREPRISES PARTENAIRES 2020-2021



All carried motions will be communicated to all Member Clubs in the future, most likely in May of 2021.

First, however.... The NBFSC General By Laws do not disallow an electronic vote on business and they do not allow an electronic vote either. Thus we need a majority of the delegates of the 49 Member Clubs to agree to the process outlined above.

You are by way of this communication being asked to cast your vote on the following motion;

Be it moved that the 2021 NBFSC Annual General Meeting be conducted electronically this year only, because of the worldwide Covid-19 Pandemic and that all voting of critical business items will be conducted electronically with all Member Clubs between May 3rd, 2021 ending by May 17th, 2021 so our companies business can proceed which will enable us to be normally prepared for the 2021-2022 season, which in most cases unofficially begins by Labor Day which is September 6th, 2021 this year.

Yay / Nay

Please respond with either Yes (Yay) or No (Nay) to this e-mail.

The deadline to respond is April 9th, 2021. The deadline to respond to Business motions will be May 17th, 2021. All business motions will be distributed after we have authority to proceed.

NBFSC Board of Directors, March 2021

CLUB SURVEY SCHEDULE
HORAIRES DES SONDAGES ANNUELS

Tuesday, April 20, 2021
 mardi, 20 avril, 2021
 Quality Inn, Edmundston

CLUB #	CLUB NAME	ZONE #	TIMES
44	Du Nord	1	1:30-2:30 PM
42	Twin Rivers	1	2:30-3:30 PM
31	Mad Vic	1	3:30-4:30 PM
29	ASNO	1	4:30-5:30 PM
76	Riviere Verte	1	5:30-6:30 PM
39	Victoria County	1	6:30-7:30 PM

Monday, April 19, 2021
 lundi, 19 avril, 2021
 Quality Inn, Campbellton

CLUB #	CLUB NAME	ZONE #	TIMES
69	Supervillage Trail Blazers	2	2:30-3:30 PM
78	Restigouche Timber Trails	2	3:30-4:30 PM
12	Restigouche Snowmobile Club	2	4:30-5:30 PM

Monday, April 19, 2021
 lundi, 19 avril, 2021
 TBD

CLUB #	CLUB NAME	ZONE #	TIMES
33	St. Quentin	2	TBD
41	Kedgwick	2	TBD

CLUB SURVEY SCHEDULE
HORAIRES DES SONDAGES ANNUELS

Thursday, April 8, 2021
jeudi, 8 avril, 2021
N.B.F.S.C. Office, Woodstock

CLUB #	CLUB NAME	ZONE #	TIMES
55	Aberdeen	4	1:30-2:30 PM
72	C.F.M.	4	2:30-3:30 PM
62	Mountain View	4	3:30-4:30 PM
3	Carleton Borderview	4	4:30-5:30 PM
47	Northern Lights	4	5:30-6:30 PM
23	Woodstock	4	6:30-7:30 PM

Tuesday, April 6, 2021
mardi, 6 avril, 2021
Ramada, Fredericton

CLUB #	CLUB NAME	ZONE #	TIMES
73	Southwest	7	12:30-1:30 PM
5	Fredericton	7	1:30-2:30 PM
49	Millville Snowhawks	4	2:30-3:30 PM
10	Nackawic	4	3:30-4:30 PM
59	Keswick River	4	4:30-5:30 PM

CLUB SURVEY SCHEDULE
HORAIRES DES SONDAGES ANNUELS

Wednesday, April 7, 2021
mercredi, 7 avril, 2021
Ramada, Fredericton

CLUB #	CLUB NAME	ZONE #	TIMES
71	Caribou	7	1:30-2:30 PM
67	St. Croix Ridge Runners	7	2:30-3:30 PM
11	Oromocto River Valley	7	3:30-4:30 PM
70	Grand Lake Snow Cruisers	7	4:30-5:30 PM
50	Nashwaak Valley	7	5:30-6:30 PM
74	Charlotte County	7	6:30-7:30 PM

Tuesday, April 27, 2021
mardi, 27 avril, 2021
Rodd Inn, Miramichi

CLUB #	CLUB NAME	ZONE #	TIMES
14	Rogersville	5	12:30-1:30 PM
8	Neguac	5	1:30-2:30 PM
68	Baie St. Anne	5	2:30-3:30 PM
1	Nepisiguit	5	3:30-4:30 PM
22	Miramichi Snow-Goers	5	5:30-6:30 PM
7	Miramichi Valley	5	6:30-7:30 PM

CLUB SURVEY SCHEDULE
HORAIRES DES SONDAGES ANNUELS

Monday, April 12, 2021
lundi, 12 avril, 2021
Goshen Clubhouse

CLUB #	CLUB NAME	ZONE #	TIMES
20	SENBSA	8	5:00-6:00 PM
66	Millstream	8	6:00-7:00 PM
30	Fundy	8	7:00-8:00 PM
28	Goshen	8	8:00-9:00 PM

Tuesday, April 13, 2021
mardi, 13 avril, 2021
Holiday Inn - Moncton

CLUB #	CLUB NAME	ZONE #	TIMES
19	Safari 2000	6	1:30-2:30 PM
15	Moncton - St. Antoine Snowmobile Club	6	2:30-3:30 PM
63	Memramcook	6	3:30-4:30 PM
53	Sackville Snow Drifters	6	4:30-5:30 PM
77	Cap Pele	6	5:30-6:30 PM

Wednesday, April 14, 2021
mercredi, 14 avril, 2021
Bouctouche Gun Club

CLUB #	CLUB NAME	ZONE #	TIMES
35	Rexton	6	9:00-10:00 AM
26	Ours Polaires	6	10:00-11:00 AM
45	Bouctouche - Ste. Marie	6	11:00-12:00 PM

ZONE MEETING SCHEDULE

**Zone 1 Meeting – Wednesday, April 7, 7 PM
Quality Inn, Edmundston**

**Zone 2 Meeting – Thursday, April 15, 7 PM
Quality Inn, Campbellton**

**Zone 3 Meeting – Wednesday, April 14, 7 PM
Deux Rivieres - Tracadie**

**Zone 4 Meeting – Tuesday, April 20, 7 PM
Best Western, Woodstock**

**Zone 5 Meeting – Tuesday, April 6, 7 PM
Rodd Inn, Miramichi**

**Zone 6 Meeting – Wednesday April 21, 7 PM
Holiday Inn, Moncton**

**Zone 7 Meeting – Tuesday, April 13, 7 PM
Ramada, Fredericton**

**Zone 8 Meeting – Thursday, April 22, 7 PM
Goshen Clubhouse, Sussex**



A Volunteer Organization
Une organisation bénévole



The New Brunswick Federation
of Snowmobile Clubs

www.nbfsc.com

La Fédération des Clubs
de Motoneige du Nouveau-Brunswick

147, chemin Houlton Road | Unit/Unité B | Woodstock, NB E7M 1Y4

Tel: 506.325.2625 | Fax: 506.325.2627 | Email: info@nbfsc.com

March, 2021

To: N.B.F.S.C. Member Clubs

Re: Trail Permit Returns
Trail Permit Payments
N.B.F.S.C. Policies, TRL-002

Please regard this memo as a reminder of the **very important** upcoming date regarding club sales of seasonal non-resident Trail Permits. Please see attached NBFSC Policy TRL-002 :

VII. DATES OF RETURN

Sold and unsold Season, Replacement and Daily Permits **MUST** be returned by **April 30th, 2021**. The NBFSC office will invoice the club for sold or lost permits.

Any questions may be directed to your Zone Director or myself.

Regards,

Ross Antworth
General Manager
The New Brunswick Federation of Snowmobile Clubs Inc.

G:\Word Documents\Mailouts\2020-2021\April\Permit Return Memo 04 21
CORPORATE PARTNERS FOR 2020-2021

EXCLUSIVE PARTNER



PARTENAIRE EXCLUSIF

ENTREPRISES PARTENAIRES 2020-2021



NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS POLICY STATEMENT

TRL-002

TRAIL PERMIT SALES & RETURNS

I. GENERAL

The purpose of this policy is to outline the terms involving the sale and return of all types of Trail Permits.

II. DISTRIBUTION

All permits will be forwarded to the member clubs only after an order is received in writing.

III. SALE OF PERMITS

As per **Article 6.3.2** of the General By-Laws, member clubs must sell Trail Permits at a price determined by a General Meeting of the member clubs.

The member clubs are permitted to sell seasonal Trail Permits to non-residents only.

The member clubs are permitted to sell Daily and Replacement Trail Permits to NB Residents as well as non-residents.

NBFSC approved checkpoints and Corporate Partners are permitted to sell seasonal Trail Permits to residents as well as non-residents between December 16th and April 15th, annually. These Trail Permits will be invoiced to the club at their highest selling price.

The NBFSC office may sell Trail Permits to walk-ins, tourists and out of province requests received. The net monies from these sales will be credited to the October Club Payout.

The NBFSC office may only distribute seasonal Trail Permits at no charge as outlined in Policy TRL-007, No Charge Trail Permits.

IV. CASH ONLY

The permit is only to be sold for cash. Cash is defined here as currency, cheque or credit card or debit card. Permits are not to be issued for any other goods or services other than cash.

V. SNOWMOBILES ONLY

As per **Article 6.3.3** of the General By-Laws, Trail Permits are to be sold to individuals for the use of snowmobiles only on designated trails.

Date of Last Change: June 22, 2014

**NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS
POLICY STATEMENT**

TRL-002

TRAIL PERMIT SALES & RETURNS cont'

VII. DATES OF RETURN

All non-resident Season Trail Permits **sold by clubs on or before December 15** must be returned (or postmarked) to the office by **December 20** and will be invoiced to the club at the early sale price.

All remaining Trail Permits (sold or unsold) must be returned (or postmarked) to the office by **April 30** and will be invoiced to the club at their highest selling price.

Unsold Trail Permits that are not returned by April 30 are considered as sold Trail Permits and will be invoiced at their highest selling price.

VIII. CREDITS

Unsold permits returned after **June 30** will not be credited.

IX. POLICY REVIEW

This policy shall be reviewed annually and revised at the discretion of the Board of Directors.

Date of Last Change: June 22, 2014

2020-2021 PERMIT RETURN FORM

DEADLINE APRIL 30, 2021

Club # _____ Club Name _____

Permits received:

Date received	Seasonal	Daily	Replacement
Totals			

Permits returned

	Date returned	Seasonal	Daily	Replacement
Sold				
Unsold				
Totals				

NBFSC Annual Club Survey
April, 2021

Club Name: _____ **Club #:** _____

Day/Date of Survey with NBFSC: _____

Survey completed by, Name/Title: _____

Club's Trail Mapping Questions:

1. Is there an individual in your club responsible for the accuracy of your Club's trails and their assigned Route Numbers (signage) compared to the NBFSC published Trail Maps?

(Circle) **Yes/No** **If yes, Name :** _____ **Phone:** _____

2. Are you aware that you can create an account within the GoSnowmobiling App that can be shared with friends to see your/their location on the trail?

(Circle) **Yes/No** _____

3. Does your club support the annual Trail Check inspection we complete with you?

(Circle) **Yes/No** _____

4. Does your club support the annual fall Sign Placement Training course?

(Circle) **Yes/No** _____

5. Does your Snowmobile Club have any written existing agreements with your neighboring ATV Club?

(Circle) **Yes/No** _____

6. Does your club have any trail(s) that don't appear on NBFSC mapping? (interactive, app, paper)

(Circle) **Yes/No**

If yes, speak with Trail Manager during your 1-hour appointment.

Club's Trail Signage Questions:

1. Is your club aware that only approved signage for our trail system are the ones purchased through our provincial supplier (**Codiac Printing**)?

(Circle) **Yes/No** _____

- 2. When placing the Temporary Hazard Posts/Cones where are they placed:
 - a. Directly over/in the hazard itself?
 - b. 100m each side of the hazard?

- 3. Is your club aware that the **Managed Trail** sign must be posted for Off Road Vehicle Enforcement (ORVE) to enforce the ORV act?
(Circle) **Yes/No** _____

- 4. Does your club have any PSS's already that need replaced?
(Circle) **Yes/No** _____

- 5. Is your club aware that you can no longer add trails without authorization by your provincial Board of Directors first?
(Circle) **Yes/No** _____

- 6. Is your club aware you may be responsible for the first **\$2500.00** of all claims and settlements against the NBFSC/Club as it relates to liability around your trail system (Grooming/Signage Placement)?
(Circle) **Yes/No** _____

Club's Trail Grooming Questions:

- 1. Does your club have a representative to watch your groomer GPS online on the AtlasTrax Website?
(Circle) **Yes/No** _____

- 2. Do you have the AtlasTrax website link for your groomer's GPS unit?
(Circle) **Yes/No** _____

- 3. Is your clubs GPS mounted _____ the cab of the groomer?
 - a. Inside
 - b. Outside

- 4. Does your club shut off the GPS for transportation (ex: floating)?
(Circle) **Yes/No** _____

- 5. Does your club shut off the GPS during the off season? (Very Important)
(Circle) **Yes/No** _____

- 6. For the 2021-2022 season, would your club support the groomer operator training?
(Circle) **Yes/No**

- 7. Are you aware that if your Groomer has been purchased under an NBFSC Groomer M.O.U. since 2009, you must receive the NBFSC Board’s written approval-permission to sell or trade your grooming equipment?
(Circle) **Yes/No** _____

- 8. Are you aware that if your Club purchases an additional piece of Grooming equipment without the NBFSC Board’s written approval-permission it will not be paid for the grooming hours it performs? **GRM-002** (It will also not be insured under the NBFSC Groomer Fleet Insurance).
(Circle) **Yes/No** _____

- 9. Would club entertain a system where all provincial trails must be groomed twice in a 7-day period as per policy?
(Circle) **Yes/No** _____

- 10. Does your club understand that if your groomer has a break down affecting policy TRL-004, your first call of notification must be to your zone director and second the NBFSC, Trail Manager?
(Circle) **Yes/No** _____

- 11. Should NBFSC own a spare groomer/drag to float around the province to clubs when there are catastrophic failures of clubs grooming equipment?
(Circle) **Yes/No** _____

- 12. What means of communication do you have with your groomer operators while they are in the field? **(Circle all that apply)**
 - a. Spot unit
 - b. Sat Phone
 - c. Cell
 - d. None
 - e. Other(s)? _____

- 13. How many hours did your club groom this season 2020-21? _____

- 14. Would your club entertain the NBFSC putting out a large tender for groomer purchasing, which yields a greater discount on pricing for our groomer funding program?
(Circle) **Yes/No** _____

- 15. Today, if public money (government grants) were made available, and only one choice or priority could be made, would your club want matching dollars to purchase/construct new:
(Circle one)
 - a. Trail Bridges?
 - b. Trail Groomers?

PLEASE ATTACHED A COPY OF YOUR GROOMERS REGISTRATION(S)
AND INSURANCE CARD(S) TO THIS DOCUMENT.

Registration (copy)

Insurance (copy)

Policy/Administrative Requirements

Operating Policies – Documents Required by May 31st, 2021 to NBFSC Office

PLEASE BRING THESE DOCUMENT WITH YOU TO YOUR CLUB SURVEY

1. Provide your club’s annual Financial Report / May 31st 2021
2. Provide your club’s annual Club Agreement Form / May 31st 2021
3. Provide your club’s annual Director’s List / May 31st 2021
4. Provide a copy of your “Annual Return” from corporate affairs / May 31st 2021
(Please Attach)

Club Contact Information -2021/22

1. Club President Primary contact info including email address within the club:

President : _____

Phone # (Day)_____ (Eve)_____

Email Address_____

Street : _____

City : _____ Postal Code_____

COURIER ADDRESS:

Name:_____

Street:_____

City:_____

Postal Code: _____ Telephone : _____

2. ALTERNATIVE CONTACT

Please provide the NBFSC a second designated primary point of contact for your club.

Contact:_____

Phone # (DAY)_____ (Eve)_____

Email Address: _____

Street Address: _____

City: _____ Postal Code: _____

3. Provide the name and address of the individual in your club who is to receive all Federation invoices and statements in 2021-2022.

Name: _____

Address: _____

Phone: _____ E-Mail : _____

Trail Permits -2021/22

Note: Clubs will only require season permits for non-residents. N.B. residents are not permitted to buy seasonal or regular permits from clubs. These are your orders for 2021-2022:

1. How many Seasonal trail permits do you require?
(For sale to **Non-Residents ONLY**) # _____
2. How many Daily permits do you require?
(Now available online also.) # _____
3. How many Replacement permits do you require? # _____
4. Would your Club support all types (as possible) of Trail Permits being sold **ONLY ONLINE**?
(Circle) **Yes / No**

Lottery – 2021/22

Note: Clubs, this is your order for 2021-2022

1. How many lottery tickets do you require? # _____

Administration – 2021/22

1. Does your club require a current copy of the **NBFSC Policies or By-Laws**? If yes, please circle.
Policies By-Laws
2. How many **Land Use Agreement Forms** (& Brochures) does your club require?
_____ English # _____ French

- 3. Would club rather have the mailouts and other correspondences sent by: (Circle one)
 - a. Canada Post mail?
 - b. Email?

- 4. Does your club know how to reach ORVE and what should be reported to them versus local police?
(Circle) Yes/No _____

- 5. Does your club own any lands under its incorporated name?
(Circle) Yes/No _____

- 6. Does your club have its financial statements prepared by an accounting firm?
(Circle) Yes/No If yes, who? _____

- 7. In what month/year was your club incorporated/registered as a business?

Provincial Maps-2021/22

- 1. How many Provincial Paper Maps do you require? # _____

Questions/Comments/Concerns

Club President's Name: _____

Club President's Signature: _____

Date: _____

Deadline May 31, 2021

Section 1: Regular Operations Statement of Revenue and Expenses

Club Name: _____ Club #: _____ Date: _____

A) Revenue (net HST)	Amount
<input type="checkbox"/> Payouts	
<input type="checkbox"/> May/20	\$
<input type="checkbox"/> June /20	\$
<input type="checkbox"/> October/20	\$
<input type="checkbox"/> December/20	\$
<input type="checkbox"/> February/21	\$
<input type="checkbox"/> Fund Raising	\$
<input type="checkbox"/> HST Input Tax Credits (HST returns where refunds claimed)	\$
<input type="checkbox"/> Other revenue (List):	\$
Total Revenue	\$

B) Expenditures (net HST)	Amount
Grooming:	
<input type="checkbox"/> Groomer Repairs and maintenance	\$
<input type="checkbox"/> Groomer Fuel	\$
<input type="checkbox"/> Groomer Insurance	\$
<input type="checkbox"/> Groomer Operator Labour	\$
<input type="checkbox"/> Other Grooming Expenses (list):	\$
Other Expenses:	
<input type="checkbox"/> Fund Raising	\$
<input type="checkbox"/> Building Repairs & Maintenance	\$
<input type="checkbox"/> Heat, Power, Phone	\$
<input type="checkbox"/> Insurance (other than groomer)	\$
<input type="checkbox"/> Office & Administration	\$
<input type="checkbox"/> Interest & Bank charges	\$
<input type="checkbox"/> Property Taxes	\$
<input type="checkbox"/> NBFSC Expenses (insurance, club dues etc.)	\$
<input type="checkbox"/> Trail Maintenance & Development (such as bulldozing, brushing, bridge repairs.)	\$
<input type="checkbox"/> General Equipment Repairs & Maintenance (repairs to chain saws etc.)	\$
<input type="checkbox"/> Minor Asset Purchases (where price was less than \$1000, such as equipment - tools, saws, signs - other than signs purchased through the NBFSC if reflected above).	\$
<input type="checkbox"/> Labour (other than grooming - please note nature of payments):	\$
<input type="checkbox"/> HST Payments (HST returns where payments made)	\$
<input type="checkbox"/> Other (list)	\$
Total Expenses	\$
Revenue Less Expenses	\$

Section 2: Club House Operations (as applicable)

A) Revenue

Amount

<input type="checkbox"/> Club House / Bar Sales	\$
<input type="checkbox"/> HST Input Tax Credits (HST returns where refunds claimed)	\$
<input type="checkbox"/> Other Revenue (List):	\$
Total Revenue	\$

B) Expenditures

Amount

<input type="checkbox"/> Supplies	\$
<input type="checkbox"/> Staff Wages	\$
<input type="checkbox"/> Building Repairs & Maintenance	\$
<input type="checkbox"/> Heat, Power, Phone	\$
<input type="checkbox"/> Building Insurance	\$
<input type="checkbox"/> Office & Administration	\$
<input type="checkbox"/> Interest & Bank Charges	\$
<input type="checkbox"/> Property Taxes	\$
<input type="checkbox"/> Equipment Repairs & Maintenance	\$
<input type="checkbox"/> Minor Equipment Purchases (where price was less than \$1000).	\$
<input type="checkbox"/> HST Payments (HST returns where payments made)	\$
<input type="checkbox"/> Other (list):	\$
Total Expenses	\$
Revenue Less Expenses	\$

Section 3: Unusual One Time Major Expenses: (Please list and explain any unusual one time major expenses included in either of the above statements):

Section 4: Supplementary Information:

A) GOVERNMENT FUNDING (Please note the name of program & amount of funding provided by government programs for each of the following during the past year). Please also indicate if related amounts (revenue / expenses) are reflected within the above statements):

Trail bulldozing and or grading:

Bridge repair:

Wages for labor for brushing or trail maintenance:

Wages for groomer operators:

Grant funding and related expenses are included within the statements above:

Yes

No

B) CAPITAL PURCHASES (Note amounts over \$1,000 spent to build bridges / buildings, or purchase buildings, equipment, groomers etc. during the past year. Please identify the item and the total purchase price (including HST and before any government assistance). Please also indicate the amount of any government assistance received):

<u>Item</u>	<u>Total Purchase Price</u>	<u>Government Grant</u>
1.		
2.		
3.		
4.		

C) LOAN PAYMENTS (Please note for each outstanding loan the nature of the loan, the unpaid amount of the loan remaining, the interest rate, the yearly payment required, and date of the last payment):

<u>Loan Description</u>	<u>Unpaid Loan Amount</u>	<u>Interest Rate</u>	<u>Annual Payment</u>	<u>Date of Final Payment</u>
1.				
2.				
3.				
4.				

I hereby certify the above information to be complete and correct to the best of my knowledge.

President: _____ Date: _____

Treasurer: _____ Date: _____

2021 N.B.F.S.C. Lotto Winners

The New Brunswick Federation of Snowmobile Clubs is pleased to announce the winners of the 2021 Lotto Draw held on March 15, 2021.

Grand Prize – \$10,000 CASH -
Aldrin Nixon – Mineville, NS

1st Prize – Easy Kleen Pressure Washer – Easy-Kleen - \$4000 Value –
Marcel Leblanc – Scoudouc, NB

2nd Prize – 5 Nights for 2 People - Adair’s Wilderness Lodge, \$2500 Value –
Ghyslain Coté, St-Quentin, NB

3rd Prize – 509 Outerwear Set, \$750 Value
Charles Melanson- St-Antoine Sud, NB

4th Prize – 509 Outerwear Set, \$750 Value –
Jesse Coleman – Perth-Andover, NB

5th Prize – 3 Nights for 2 People, 4 Dinners, Halcomb’s Moose Barn \$1500 Value -
Shane Phillips – Swan Creek, NB

6th Prize – His & Her Snowmobile Suits - CHOKO- \$1000 Value -
Ross Piercy – McAdam, NB

THANK YOU TO OUR CORPORATE PARTNERS

**EASY KLEEN
509**

**ADAIR’S WILDERNESS LODGE
HALCOMB’S MOOSE BARN
CHOKO DESIGN**

2021 NBFSC Lottery Sales

#	Club Name	Sold	Club \$	NBFSC \$	Total \$
1	Nepisiquit Sport Lodge Inc.	29	\$203.00	\$87.00	\$290.00
3	Carleton Borderview Trails Inc.	118	\$826.00	\$354.00	\$1,180.00
4	Club Motoneige Chaleur Inc.	87	\$609.00	\$261.00	\$870.00
5	Fredericton Snowmobile Club Inc.	73	\$511.00	\$219.00	\$730.00
7	Miramichi Valley Snowmobile Club Inc.	324	\$2,268.00	\$972.00	\$3,240.00
8	Le Club Autoneige de Neguac Inc.	585	\$4,095.00	\$1,755.00	\$5,850.00
9	Club Motoneige Nord-Est Inc.	348	\$2,436.00	\$1,044.00	\$3,480.00
10	Nackawic Sno-Drifters Inc.	300	\$2,100.00	\$900.00	\$3,000.00
11	Oromocto River Valley Snowmobile Club	86	\$602.00	\$258.00	\$860.00
12	Restigouche Snowmobile Club Inc.	209	\$1,463.00	\$627.00	\$2,090.00
14	Rogersville Snowmobile Club Inc.	88	\$616.00	\$264.00	\$880.00
15	St. Antoine Snowmobile Club Inc.	184	\$1,288.00	\$552.00	\$1,840.00
19	Safari 2000 Inc.	383	\$2,681.00	\$1,149.00	\$3,830.00
20	SENBSA	105	\$735.00	\$315.00	\$1,050.00
22	Miramichi Snow-Goers Inc.	105	\$735.00	\$315.00	\$1,050.00
23	Woodstock Trailmakers Inc	474	\$3,318.00	\$1,422.00	\$4,740.00
26	Le Club Motoneige Ours Polaires Inc.	132	\$924.00	\$396.00	\$1,320.00
28	Goshen Snowmobile Club	251	\$1,757.00	\$753.00	\$2,510.00
29	ASNO	83	\$581.00	\$249.00	\$830.00
30	Fundy Trailriders Snowmobile Club Inc.	0	\$0.00	\$0.00	\$0.00
31	Madawaska-Victoria Snowmobile Trail	229	\$1,603.00	\$687.00	\$2,290.00
33	Club Motoneige St. Quentin Inc.	293	\$2,051.00	\$879.00	\$2,930.00
35	Rexton Snowmobile Club	385	\$2,695.00	\$1,155.00	\$3,850.00
39	Victoria County Snowmobile Club Inc.	190	\$1,330.00	\$570.00	\$1,900.00
41	Club de Motoneige de Kedgwick Inc.	86	\$602.00	\$258.00	\$860.00
42	Twin Rivers Snowmobile Club Inc.	277	\$1,939.00	\$831.00	\$2,770.00
44	Club des Motoneigistes Du Nord Inc.	227	\$1,589.00	\$681.00	\$2,270.00
45	Bouctouche / Ste. Marie Snowmobile Club	1800	\$13,600.00	\$4,400.00	\$18,000.00
47	Northern Lights Trail Blazers Inc.	39	\$273.00	\$117.00	\$390.00
49	Millville Snowhawks Snowmobile Club	140	\$980.00	\$420.00	\$1,400.00
50	Nashwaak Valley Snowmobile Club	0	\$0.00	\$0.00	\$0.00
53	Sackville Snow Drifters Inc.	87	\$609.00	\$261.00	\$870.00
55	Aberdeen Snowmobile Club Inc.	104	\$728.00	\$312.00	\$1,040.00
59	Keswick River Trail Blazers Inc.	321	\$2,247.00	\$963.00	\$3,210.00
62	Mountain View Trailmakers	142	\$994.00	\$426.00	\$1,420.00
63	Memramcook Snowmobile Club Inc.	180	\$1,260.00	\$540.00	\$1,800.00
66	Millstream Valley Snowmobile Club	104	\$728.00	\$312.00	\$1,040.00
67	St. Croix Ridge Runners Inc.	100	\$700.00	\$300.00	\$1,000.00
68	Baie Ste Anne Snowmobile And Gun Club	412	\$2,884.00	\$1,236.00	\$4,120.00
69	Supervillage Trailblazers Inc.	300	\$2,100.00	\$900.00	\$3,000.00
70	Grand Lake Sno-Cruisers Inc.	200	\$1,400.00	\$600.00	\$2,000.00
71	Caribou Snow Drifters Inc.	250	\$1,750.00	\$750.00	\$2,500.00
72	Canterbury Meductic Fosterville Rec.	200	\$1,400.00	\$600.00	\$2,000.00
73	Southwest Snowmobilers	600	\$4,200.00	\$1,800.00	\$6,000.00
74	Charlotte County Snow Cruisers	190	\$1,330.00	\$570.00	\$1,900.00
75	Club Montoneige Peniinsule Acadienne Inc.	135	\$945.00	\$405.00	\$1,350.00
76	Riviere Verte	13	\$91.00	\$39.00	\$130.00
77	Cap Pele	68	\$476.00	\$204.00	\$680.00
78	Restigouche Timber Trails Inc.	98	\$686.00	\$294.00	\$980.00
	TOTALS	11134	\$77,776.00	\$32,402.00	\$111,340.00

**Nominations for the NBFSC Annual Awards
For the Annual General Meeting in May 2021**

DEADLINE – APRIL 15, 2021

Award Chosen:

1. Snowmobiler of the Year; Howard Doucet Memorial, or;
2. Club Groomer of the Year, or;
3. Snowmobile Dealer of the Year

Name of Nominee's:

1. _____
2. _____
3. _____

Contact Information of Nominee:

1. Phone: _____
2. E-mail: _____
3. Other: _____

Home Club of NBFSC:

1. Club Name: _____
2. Club Number #: _____

Started Snowmobiling:

- Year: _____
First Snowmobile: _____
Current Snowmobile: _____

Started Volunteering?

- Year: _____
Number of Years: _____

Position's held in Club:

- _____
- _____

Other Awards or Recognition:

- _____
- _____

Why do you recommend this Volunteer?

- _____



A Volunteer Organization
Une organisation bénévole



The New Brunswick Federation
of Snowmobile Clubs

www.nbfsc.com

La Fédération des Clubs
de Motoneige du Nouveau-Brunswick

147, chemin Houlton Road | Unit/Unité B | Woodstock, NB E7M 1Y4

Tel: 506.325.2625 | Fax: 506.325.2627 | Email: info@nbfsc.com

March, 2021

To: All Members Club's Presidents & AGM Delegates
Re: Proposed two-tier pricing for 2022 NBFSC Classic Trail Permits

Dear Club,

The NBFSC Board of Directors is proposing a new two-tier pricing structure for the Classic Trail Permits for the 2022 season. As with all Trail Permit prices, the decision will be the majority of the delegates at your 2021 Annual General Meeting.

The purpose of this communication and the club's subsequent Spring (April) Zone Meetings are to provide a background, data and the rationale for the change being proposed for 2022.

Background:

- Classic Trail Permits were first sold in the 2007 season.
- Classic was defined as a model year (MY) snowmobile at least 10 years older than the current MY, thus in 2022, all 2012 and older snowmobiles will be sold a Classic or Antique Trail Permit, with proof of current MY registration.
- NBFSC introduced Classic (and 3 other types) Trail Permits for sale because older snowmobiles were not purchasing the seasonal Trail Permits.
- NBFSC was the first jurisdiction in North America to adopt the concept of selling older snowmobiles a reduced price permit, which has now been copied across Canada and in much of the USA with Trail Permits.

CORPORATE PARTNERS FOR 2020-2021

EXCLUSIVE PARTNER



PARTENAIRE EXCLUSIF

ENTREPRISES PARTENAIRES 2020-2021



Data:

2021 Trail Permit Sales (as of March 15th, 2021)

	<u>ACTUAL</u>	<u>BUDGET</u>
• Seasonals (early)	9,736	8000
• Seasonals (regular)	908	1000
• Classics	5,121	3000
• Antiques	1,938	1000
• 200 cc	26	0

- Therefore / **Sales: 29% - Classics / 11% - Antiques**
- Since 2008 the total sales of all Classic and Antique Permits has been between 35% to 40%

Rationale:

- A Classic snowmobile should be contributing more to cost of maintaining a trail.
- A 10-year old snowmobile is now not very old with the advancements in snowmobile technology since 2006-2007.
- An early price may improve cash flow to the NBFSC if it captures all the snowmobiles who buy a Classic Trail Permit before December 15th.
- An in-season price – after December 15th - will contribute more monies to Club Payouts if the sales remain equal to or greater than under the current (one-tier) system.

Proposed for 2022:

- Before December 15th, 2021 / \$105.00 before tax
- After December 15th, 2021 / \$155.00 before tax

The (two) motions for the 2022 Classic Trail Permits are contained in your Club Mailout of April 1st, 2021.

Regards,


Ross Antworth, General Manager, NBFSC

Cc: Board of Directors

Proposed 2021-2022 Trail Permit Prices – Motions for submission to May 2021 AGM from the NBFSC Board of Directors

<i>Be it moved that the 2022 NBFSC's Pre-Season Trail Permit cost \$185.00 per permit, plus HST, as a pre-season incentive selling price on or before December 15th 2021.</i>
<i>Be it moved that the 2022 NBFSC's Seasonal Trail Permit cost \$265.00 per permit, plus HST, as the regular selling price after December 15th 2021.</i>
<i>Be it moved that the 2022 NBFSC's Pre-Season Classic Trail Permit cost \$105.00 per permit, plus HST, as a pre-season incentive selling price on or before December 15th 2021.</i>
<i>Be it moved that the 2022 NBFSC's Classic Trail Permit cost \$155.00 per permit, plus HST, as the regular selling price after December 15th 2021.</i>
<i>Be it moved that the 2022 NBFSC's Antique Trail Permit cost \$60.00 per permit, plus HST, as the regular selling price all season.</i>
<i>Be it moved that the 2022 NBFSC's Family (1st & 2nd) Trail Permit cost \$265.00 per permit, plus HST, as the regular selling price after December 15th 2020 and cost \$185.00 per permit, plus HST, as a sales incentive selling price before December 15th 2021.</i>
<i>Be it moved that the 2022 NBFSC's Family (3rd, 4th etc...) Trail Permit cost \$105.00 per permit, plus HST, as the regular selling price all season.</i>
<i>Be it moved that the 2022 NBFSC's Dealer Trail Permit cost \$265.00 per permit, plus HST, as the regular selling price after December 15th 2021 and cost \$185.00 per permit, plus HST, as a sales incentive selling price before December 15th 2021.</i>
<i>Be it moved that the 2022 NBFSC's Late Season Trail Permit cost \$185.00 per permit, plus HST, as a late-season incentive selling price after December 15th 2021, for those who have purchased a snowmobile at an authorized dealership – available through the NBFSC office only.</i>
<i>Be it moved that the 2022 NBFSC's Replacement Trail Permit cost \$20.00 per permit, HST included, as the regular selling price for the complete season.</i>
<i>Be it moved that the 2022 NBFSC's One-Day Trail Permit cost \$40.00 per permit, HST included, for the complete season.</i>
<i>Be it moved that the 2022 NBFSC's Two-Day Trail Permit cost \$60.00 per permit, HST included, for the complete season.</i>
<i>Be it moved that the 2022 NBFSC's Three-Day Trail Permit cost \$80.00 per permit, HST included, for the complete season.</i>
<i>Be it moved that the 2022 NBFSC's Four-Day Trail Permit cost \$100.00 per permit, HST included, for the complete season.</i>
<i>Be it moved that the 2022 NBFSC's Five-Day Trail Permit cost \$120.00 per permit, HST included, for the complete season.</i>
<i>Be it moved that the 2022 NBFSC's Six-Day Trail Permit cost \$140.00 per permit, HST included, for the complete season.</i>
<i>Be it moved that the 2022 NBFSC's Seven -Day Trail Permit cost \$160.00 per permit, HST included, for the complete season.</i>
<i>Be it moved that the 2022 NBFSC's 200cc Snowmobile Trail Permit cost \$105.00 per permit, plus HST, as the regular selling price all season.</i>



A Volunteer Organization
Une organisation bénévole



The New Brunswick Federation
of Snowmobile Clubs

www.nbfsc.com

La Fédération des Clubs
de Motoneige du Nouveau-Brunswick

147, chemin Houlton Road | Unit/Unité B | Woodstock, NB E7M 1Y4

Tel: 506.325.2625 | Fax: 506.325.2627 | Email: info@nbfsc.com

March, 2021

To: NBFSC Member Clubs

Re: Out-Of-Province Trail Permit Holders – 2021 Season

As you are aware, due to Covid-19, the New Brunswick borders were closed for the 2020-2021 snowmobiling season. Some snowmobilers from outside the province bought Seasonal Trail Permits early in the season to take advantage of the early discounted price and were not able to use their permits due to the border closure.

In the interest of not losing these faithful customers and their tourism dollars, a proposal was put in front of the NBFSC Board of Directors to make this situation right. It was discussed at the February 27th, 2021 meeting and the following motion was passed:

“...that Out of Province Season Permit holders that purchased permits in the 2021 season will receive a free permit in 2022.... Motion Carried”

This motion will be proposed to the member clubs through the (AGM) email voting process this May, 2021. If passed, Out-Of-province Trail Permit holders from the 2021 Season will be offered a free Trail Permit **from the NBFSC Office** for the 2022 Season.

Any questions may be directed to your Zone Director or the NBFSC Office.

CORPORATE PARTNERS FOR 2020-2021

EXCLUSIVE PARTNER



PARTENAIRE EXCLUSIF

ENTREPRISES PARTENAIRES 2020-2021



The New Brunswick Federation of Snowmobile Clubs Inc.
MEMBER CLUBS PROPOSED OPERATING BUDGET 2021-2022

INCOME

2021-2022

TRAIL PERMITS

Seasonal Permit Sales (9000 @ \$185.00)	\$1,665,000.00	57.62%
Seasonal Permit Sales (500 @ \$265.00)	\$132,500.00	4.59%
Classic Permit Sales (4000 @ \$105.00)	\$420,000.00	14.54%
Antique Permit Sales (1000 @ \$60.00)	\$60,000.00	2.08%
Daily Permit Sales (1500 @ \$40.00)	\$60,000.00	2.08%
Subtotal Trail Permits	\$2,337,500.00	80.90%

REGISTRATIONS

Trail Management Trust Fund- (18,000 @ \$25.00)	\$450,000.00	15.57%
Subtotal Registrations	\$450,000.00	15.57%

OTHER

Corporate Partnerships	\$40,000.00	1.38%
Annual Lottery	\$25,000.00	0.87%
Annual Dues	\$9,800.00	0.34%
Interest Income	\$10,000.00	0.35%
Insurance - D&O Liability	\$2,500.00	0.09%
Amortization	\$14,736.00	0.51%
Subtotal Other	\$102,036.00	3.53%

TOTAL REVENUES

\$2,889,536.00 100.00%

EXPENSES

ADMINISTRATIVE

Staff Payroll	\$319,018.06	11.04%
Staff Payroll Expenses	\$79,721.34	2.76%
Office Insurance & Supplies	\$14,000.00	0.48%
Office Capital Purchase	\$1,500.00	0.05%
Office Rent, Security & NBEPC	\$14,000.00	0.48%
Office Telephone / Cell / Internet / Website	\$12,500.00	0.43%
Office Postage / Courier	\$10,000.00	0.35%
Subtotal Administrative	\$450,739.40	15.60%

CLUB OPERATIONS

SEASON START UP

Trail Permits	\$42,000.00	1.45%
CGL Trail / Landowner Insurance	\$136,000.00	4.71%
Groomer Fleet Insurance	\$26,000.00	0.90%
Insurance - D&O Liability	\$2,500.00	0.09%
Gov., Rail, Industrial & Freehold Leases	\$26,000.00	0.90%
Subtotal Club Start Up	\$232,500.00	8.05%

CLUB EXPENSES - NECESSARY

Service New Brunswick	\$65,000.00	2.25%
GIS Tracking System	\$34,423.00	1.19%

The New Brunswick Federation of Snowmobile Clubs Inc.
MEMBER CLUBS PROPOSED OPERATING BUDGET 2021-2022

GIS- Paper Maps and Online Maps	\$23,000.00	0.80%
Annual General Meeting	\$18,500.00	0.64%
Professional / Legal / Translation	\$38,000.00	1.32%
Payouts - Membership & Grooming (Dec/ Feb/ Oct)	\$1,182,401.60	40.92%
Payouts - Grooming Only May	\$300,000.00	10.38%
Payouts - Registrations June	\$270,000.00	9.34%
Depreciation	\$38,472.00	1.33%
Subtotal Club-Necessary	<u>\$1,969,796.60</u>	68.17%

CLUB EXPENSES - DISCRETIONARY

Board of Directors Meetings	\$15,000.00	0.52%
Directors and President's Travel	\$8,000.00	0.28%
Board of Directors Committees	\$5,000.00	0.17%
General Manager's Travel	\$4,000.00	0.14%
Trail Manager's Travel	\$9,000.00	0.31%
Government Relations	\$4,000.00	0.14%
Annual Report	\$5,000.00	0.17%
Annual Lottery	\$19,000.00	0.66%
Corporate Partnerships	\$15,000.00	0.52%
Survey Meetings	\$4,000.00	0.14%
Spring & Autumn Zone Meetings	\$5,000.00	0.17%
Snowmobiles and Trailer - Travel	\$8,000.00	0.28%
Signage Training	\$6,000.00	0.21%
Groomer Operator Training	\$6,000.00	0.21%
Trail Checks	\$8,000.00	0.28%
Trail Counters / Travel / Maintenance	\$5,000.00	0.17%
Presidents Ride	\$13,000.00	0.45%
Go Snowmobiling Rides / Federal / Provincial	\$10,000.00	0.35%
International Snowmobile Congress	\$10,000.00	0.35%
Reward Program	\$24,500.00	0.85%
Youth Operator Training	\$5,000.00	0.17%
Trail Permit Online Implementation	\$10,000.00	0.35%
Education & Awareness Programs	\$10,000.00	0.35%
Industry Association (CCSO - TIANB - NE Chapter)	\$6,000.00	0.21%
40Th Anniversary Celebrations	\$10,000.00	0.35%
Board Governance	\$2,000.00	0.07%
Bridge Study vs Gap Analysis	\$10,000.00	0.35%
Subtotal Club Discretionary	<u>\$236,500.00</u>	8.18%

TOTAL EXPENSES	<u>\$2,889,536.00</u>	100.00%
-----------------------	------------------------------	----------------

Net Surplus/(Deficit) for the Year	<u>\$ -</u>
---	--------------------



A Volunteer Organization
Une organisation bénévole

The New Brunswick Federation
of Snowmobile Clubs

www.nbfsc.com

La Fédération des Clubs
de Motoneige du Nouveau-Brunswick

147, chemin Houlton Road | Unit/Unité B | Woodstock, NB E7M 1Y4

Tel: 506.325.2625 | Fax: 506.325.2627 | Email: info@nbfsc.com

March, 2021

To: Member Clubs

RE: Proposed By-Law Change - "Snowmobile-Motoneige NB"

The Board of Directors has proposed a change regarding the operating name of our organisation. This change of name will be a proactive move forward in our position of communication to government and other organisations. It clearly defines our goal as a Federation providing member benefits and tourism product. The name NBFSC shall remain as legal title but we shall operate as "Snowmobile-Motoneige NB".

In consultation with government and other stakeholders, your Board of Directors feels this becomes a modern positive opportunity of rebranding in efforts to capture the momentum of our sport through apps, social media, print and communications.

The Board of Directors shall seek your support at the AGM to move this exciting news of rebranding forward in the form of a proposed change to **NBFSC By-Law Article 1 – NAME** (attached).

On behalf of the Board of Directors

CORPORATE PARTNERS FOR 2020-2021

EXCLUSIVE PARTNER



PARTENAIRE EXCLUSIF

ENTREPRISES PARTENAIRES 2020-2021



CHAPTER I

GENERAL PROVISIONS

Article 1 – NAME

The name of the association will be “The New Brunswick Federation of Snowmobile Clubs, Inc.”, ~~A Volunteer Organization~~ and/or “La Fédération des Clubs de Motoneige du Nouveau-Brunswick, Inc.”, ~~Une Organisation Bénévole~~, hereinafter referred to as the “Federation”. **The association will operate as “Snowmobile-Motoneige NB”.**



A Volunteer Organization
Une organisation bénévole

The New Brunswick Federation
of Snowmobile Clubs

www.nbfsc.com

La Fédération des Clubs
de Motoneige du Nouveau-Brunswick

147, chemin Houlton Road | Unit/Unité B | Woodstock, NB E7M 1Y4

Tel: 506.325.2625 | Fax: 506.325.2627 | Email: info@nbfsc.com

April, 2021

To: NBFSC Member Clubs
Re: NBFSC Policy Updates

Dear Club,

Attached please find the following updates to your copy of the NBFSC Policy Statements. These policies were voted on and accepted by the NBFSC Board of Directors at the February 27, 2021 Board Meeting and are effective immediately.

- 1) TRL-001 Club Payouts / Annual Club Agreement (Update)
- 2) TRL-006 Interactive Groomer Tracking Responsibilities (Update)
- 3) GRM-006 Emergency Plan, Moving Groomers (New Policy)

If you have any questions regarding these policies, please contact your Zone Director or the office.

Regards,

Ross Antworth
General Manager, NBFSC

CORPORATE PARTNERS FOR 2020-2021

EXCLUSIVE PARTNER



PARTENAIRE EXCLUSIF

ENTREPRISES PARTENAIRES 2020-2021

G:\Word Documents\Mailouts\2020-2021\April\Policy Changes 04 21.doc



NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS POLICY STATEMENT

TRL-001

CLUB PAYOUTS / ANNUAL CLUB AGREEMENT

I. GENERAL

The purposes of this policy are to identify the source of Club Payouts, define the terms and conditions of the Annual NBFSC / Club Agreement, identify “**NBFSC Snowmobile Use Only**” trails, and identify the NBFSC Operating Policies necessary for Member Clubs to meet in order to qualify for the four (4) annual Club Payouts.

II. PURPOSE OF THE CLUB PAYOUTS

Member Clubs are responsible to budget their four (4) Club Payouts for all requirements of the member club's trail annual maintenance and infrastructure. Maintenance generally, but not entirely, defines all the capital, fixed and variable costs associated with owning and operating Trail Grooming equipment. Infrastructure generally, but not entirely, defines the costs around trail signage, trail bridges, culverts, bushing and trail improvements or modifications. Membership in the Federation does not guarantee any other sources of financial funds therefore it is expected most member clubs will only derive a percentage of their overall financial requirements from the four (4) Club Payouts.

III. SOURCE OF THE CLUB PAYOUTS

The primary source of the Club Payouts is from all Trail Permit sales and the Trail Management Trust Fund (license rebates) received from the Provincial Government for every snowmobile registered (licensed) in the snowmobile season. Other revenues received by the NBFSC may be added to the total fund at the discretion of the Board.

IV. TIME, SOURCE AND NUMBER OF PAYOUTS

- **October:** Sourced from previous season's Trail Permit sales, all types, left over after the December and February Pay Outs. Calculated on the club's 5-year grooming hour averages and the club's 5-year Trail Permit sales averages.
- **December 31st:** Sourced from current season's Trail Permit sales up to December 15th. Calculated on the 5-year grooming hour averages and 5-year trail permit sales averages.
- **February:** Sourced from current season's Trail Permit sales up to the end of January. Calculated on the 5-year grooming hour averages and 5-year trail permit sales averages.
- **June:** Sourced from same season's snowmobile registrations at \$15.00 per. calculated on the 5-year grooming hour averages only.

Date of Last Change: February 27, 2021

NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS POLICY STATEMENT

TRL-001

CLUB PAYOUTS / ANNUAL CLUB AGREEMENT cont'

V. ELECTRONIC TRACKING SYSTEMS

'Electronic tracking systems' or more commonly known as GPS-Groomer Tracking Systems are completely defined in NBFSC Operating Policy #TRL-006

For Club Payouts, only the electronic records of the approved Tracking System from the NBFSC will be utilized to calculate and pay Member Clubs, via the four (4) annual Club Payouts.

Where and when any piece of equipment (i.e., snowmobiles, modified trucks, etc.) is utilized as a Trail Groomer, that Member Club's annual Club Payouts will be calculated at 50% of grooming hours.

Member Club's Trail Groomers must be equipped with an 'electronic tracking system' approved by the NBFSC to receive Club Payouts.

VI. NBFSC SNOWMOBILE USE ONLY TRAILS

Member clubs will only receive Club Payouts for grooming "**NBFSC Snowmobile Use Only**" trails.

Where and when clubs are utilizing Trail Groomers for the maintenance of other trails (i.e. ATV or non-motorized winter trails), grooming hours must be recorded separately from "**NBFSC Snowmobile Use Only**" trails, or not submitted electronically with all other grooming hours.

VII. TERMS & CONDITIONS FOR FOUR ANNUAL CLUB PAYOUTS

After annual grooming hour percentages are calculated by the NBFSC, all required NBFSC Operating Policies and General By-Laws must be met in order for a club to receive one hundred percent (100%) of their allowance.

Date of Last Change: February 27, 2021

**NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS
POLICY STATEMENT**

TRL-001

CLUB PAYOUTS / ANNUAL CLUB AGREEMENT cont'

VII. TERMS & CONDITIONS FOR FOUR ANNUAL CLUB PAYOUTS cont.

The NBFSC Operating Policies which must be met, over and above the Club Agreement and General By-Laws are as follows:

Annual NBFSC/ Club Agreement; signed by Member Club President.

- 1. NBFSC: Club Payouts/Annual Club Agreement Policy - #TRL-001**
- 2. NBFSC: Trail Permit Sales Policy - #TRL-002**
- 3. NBFSC: Trail Guidelines (Trail Grooming & Trail Signage) - #TRL-004**
- 4. NBFSC: Lost or Stolen Trail Permit Policy - #TRL-005**
- 5. NBFSC: Credit Policy - # ADM-001**
- 6. NBFSC: Financial Reporting Policy - #CLB-002**
- 7. NBFSC: Interactive Groomer Tracking Responsibilities - #TRL-006**
- 8. NBFSC: Club's Accident & Insurance Deductible Responsibilities -#ADM-009**
- 9. NBFSC General By-Laws – as of May 2, 2021**
- 10. Clubs must identify to the Trail Manager Annually – Club Trail Boundaries**

The Annual NBFSC / Club Agreement must be signed on or before **May 31st** of each NBFSC fiscal year, by the Member Club's President, in order to qualify for monies from the four (4) Club Payouts.

The June Payout will be withheld if the Federation office does not have the following documents:

- 1. Club's Annual Return – NB Companies Act Form 35.1 for the Club's current fiscal year, and**
- 2. Club's Groomer Registrations for all groomers for the current snowmobile season.**

VIII. COMPLIANCE / REWARDS

Compliance with this Operating Policy, the NBFSC General By-Laws and the terms and conditions of the NBFSC Annual Club Agreement will not be achieved through a system of pre-determined financial penalties or percentages, rather from overall compliance and rewards, available to the member clubs.

The NBFSC Board of Directors may withhold a Member Club's Payout, entirely, until the member Club complies with the outstanding Club Agreement, By-Law Article or Operating Policy as outlined in this Operating Policy.

The NBFSC Board will reward Member Clubs who are eligible at the next regularly scheduled Annual Zone Meeting or in a scheduled Club Payout, at the discretion of the Board of Directors.

Date of Last Change: February 27, 2021

**NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS
POLICY STATEMENT**

TRL-001

CLUB PAYOUTS / ANNUAL CLUB AGREEMENT cont'

VIII. COMPLIANCE / REWARDS cont.

Any other penalties, if applied through the NBFSC's Operating Policies are separate and mutually exclusive of the penalties levied under this Operating Policy.

IX. RECEIPT OF PAYOUTS

Member clubs will only receive their Club Payouts on schedule if a current NBFSC Annual Club Agreement has been signed, on or before May 31st, annually or until they have met the terms and conditions as outlined in this operating policy.

X. WITHHOLDING OF A CLUB PAYOUT

The NBFSC Board may withhold any Member Club's four (4) Payouts with a motion of the Board at any time throughout a fiscal year for non-compliance of the NBFSC Annual Club Agreement.

All non conforming issues creating non compliance with the Annual NBFSC Club Agreement will be dealt with at the next scheduled Board of Director's Meeting.

Member Clubs must, in writing, explain to the Board of Directors what actions have been undertaken to comply.

For Member Clubs who are advised after June 30th, for a previous season's non-compliance, they will have no later than September 1st of that calendar year, to submit their explanation for future compliance with the NBFSC Annual Club Agreement.

Member Clubs who fail to respond in writing, may risk their future Club Membership in the NBFSC as per General By-Law Article # 9 - LOSS OF MEMBERSHIP STATUS.

XI. ASSUMPTION / CONDITION

The NBFSC Board of Directors expects and requires all member clubs to abide by the Annual *NBFSC / Club Agreement*. Clubs who fail to adhere to the *Annual NBFSC / Club Agreement* and/or NBFSC General By-Laws are placing at risk, their future membership in the Federation.

XII. POLICY REVIEW

This policy shall be reviewed annually and revised at the discretion of the Board of Directors.

Date of Last Change: February 27, 2021

NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS POLICY STATEMENT

TRL-006

INTERACTIVE GROOMER TRACKING RESPONSIBILITIES

I. GENERAL: The NBFSC Board of Directors, with the member clubs support introduced an Interactive Groomer Tracking system to the NBFSC in 2012. The advantages and benefits from this technology were, but not limited to:

- Security Feature for Groomer Operators.
- Elimination of Log Books.
- Secured record of Grooming Hours – Financial Payouts.
- Accurate Trail Mapping Files.
- Possible Revenue(s) Sources - Applications.
- Trail Status Interactive - eliminate subjective Trail Conditions.
- Snowmobile Trip Planning features.

II. PURPOSE: The purpose of this operating policy is to ensure all Member Clubs are aware of their individual responsibilities as it relates to the new technology. This is imperative for each club's role in the entire system, in season, and also critical to each individual member club as failure to comply with the terms and conditions could result in less than expected Club Payouts (See TRL-001).

III. TERMS & CONDITIONS:

All member clubs must;

1. Have installed properly, at the member club's cost, the approved GPS hardware / unit as established by the NBFSC Board of Directors, annually.
2. After installation, with the exception of a total unit failure, all damages to the units, antennas, etc., are at the cost and responsibility of the member club the units / hardware is assigned to for repairs or replacement.
3. At the beginning of each season, it is the member club's responsibility to "test" their Groomer Tracking Unit with the Federation's service provider.
4. Understand that they are responsible for where their Groomers and Groomer Operators maintain trails and if the GPS tracking determines that snowmobile trails are being maintained on properties without landowner permission, hours may be deducted from their total hours for the season.
5. Understand that the recording by GPS tracking equipment, of groomer idling time will be limited to 25 minutes commencing in the 2022 snowmobile season.

Date of last Change: February 27, 2021

**NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS
POLICY STATEMENT**

TRL-006

**INTERACTIVE GROOMER TRACKING RESPONSIBILITIES
cont.**

III. TERMS & CONDITIONS cont.:

6. Understand that they are responsible to manage the percentage of hours they utilize their Trail Groomer for activities such as 'snow plowing', 'brush cleaning', etc. If the GPS tracking determines that activities other than snowmobile trail grooming are excessive, hours may be deducted from their total hours for the season.
7. Understand that they are responsible to manage the percentage of hours they utilize their Trail Groomer for ATV Winter –Use Trails; if the GPS tracking determines that ATV Winter-Use trails are being maintained, hours may be deducted from their total hours for the season.

IV. ASSUMPTION / CONDITION: The NBFSC Board of Directors expects and requires all member clubs to abide by the *Annual NBFSC / Club Agreement*. Clubs who fail to adhere to the *Annual NBFSC / Club Agreement* and/or NBFSC General By-Laws are placing at risk, their future membership in the Federation.

V. APPEALS: There will be no appeal process for this policy.

VI. POLICY REVIEW: This policy shall be reviewed annually and revised at the discretion of the Board of Directors.

Date of last Change: February 27, 2021

NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS POLICY STATEMENT

GRM-006

EMERGENCY PLAN, MOVING GROOMERS

I. GENERAL

The purpose of this emergency plan is to improve a weakness in the NBFSC trail system as it relates to consistently and frequently grooming trails throughout a season by the Member Clubs. All Member Clubs have identified a territory for "their" trails over the last approximate 35 years. Member Clubs meet at these territory boundaries to collectively groom the entire NBFSC Trail network each season. When a Member Club's Groomer/Drag has a mechanical failure ("broken down") there has been no backup plan to groom their trails with other grooming equipment from around the Province. Note: the NBFSC does not own any Trail Groomers, the Member Clubs own the Trail Groomers in the provincial fleet.

II. PURPOSE

The purpose of this emergency plan is to identify another club(s) grooming equipment by a Director (of the Board) in cooperation with the Member Clubs who may assist when a Groomer / Drag is "broken down" or will be "broken down" beyond the guideline of seven (7) days as outlined in **NBFSC Operating Policy, TRL-004**. This plan outlines all steps to be taken to assist the "broken down" Club and ensure all NBFSC Permit Holders have a groomed trail system throughout the Province.

III. RESPONSIBILITY

The "broken down" Member Club's Zone Director is to undertake this recommended sequence of actions. The Zone Director is the lead, with assistance from the Trail Manager when required. Overall responsibility to ensure this plan is followed is the Zone Director first and in his/her absence the Member Club affected by the breakdown.

IV. PROCESS / STEPS / ORDER OF PRIORITY ACTIONS ARE;

1. Call/ contact the NBFSC member club(s) whose trail system directly joins the club whose groomer/drag is unable to groom their trails. Contact as many adjoining clubs as required to ensure all trails, under the effected "break down" are groomed to the NBFSC guidelines. If not successful;
 - i. Note; in order of importance, NBFSC Provincial Trails should be groomed first and generally groomed more frequently. While NBFSC Local trails are important, they are the secondary priority when prioritization of resources must be applied.

Date of Last Change: February 27, 2021

NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS POLICY STATEMENT

GRM-006

EMERGENCY PLAN, MOVING GROOMERS

IV. PROCESS / STEPS / ORDER OF PRIORITY ACTIONS ARE; (CONT.)

2. Call / contact all member clubs in the entire NBFSC Zone affected in the event that a number of member clubs must 'come together' to schedule grooming to ensure all trails in the affected Zone are groomed to the minimum of once every seven (7) days. If not successful;
3. Call / contact NBFSC member clubs in the adjoining NBFSC Zone(s) – with the assistance of other Zone Directors - that may be able to groom an expanded territory to assist the effected Member Club or all Clubs in the Zone who are assisting the effected Club who is broken down. If not successful;
4. Ask a Member Club with grooming equipment that is not being utilized (in a winter with no snow in some Zones) to agree to physically move their Groomer/Drag to the effected Club to groom the trails where the "broken down groomer" is at. After receiving agreement;
5. Ask the NBFSC Board of Directors for the financial approval of the estimated costs to float the Groomer/Drag from its home Club to the 'broken down' club including a return trip. Estimates of cost must be provided in the request so the motion can be made for an actual quantitative \$\$ amount.

V. FUNDING for MOVING GROOMERS

The Board of Directors will propose to the Member Clubs at each AGM a line item to support this Emergency Plan in the proposed Operating Budget, approved by a majority of the delegates of the AGM. It is the Board's intent, with Member Club support, to always have a budgeted amount to support this plan.

VI. RULES

1. Grooming hours collected on a Club's Groomer will be credited to that Groomer at year end, no matter which club's snowmobile trails they groom. Exceptions for not crediting grooming hours are covered under **NBFSC Operating Policy, TRL-006**, of which examples could be using the groomer for snow plowing, using the groomer to surface or plow ATV winter trails or excessive engine idling recorded.
2. The cost/compensation for labor (if agreed to) is between individual member clubs – volunteers; the NBFSC will not be a referee in any disputes or fund labor.

Date of Last Change: February 27, 2021

**NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS
POLICY STATEMENT**

GRM-006

EMERGENCY PLAN, MOVING GROOMERS

VI. RULES

3. The cost/compensation for fuel (if agreed to) is between individual member clubs – volunteers; the NBFSC will not be a referee in any disputes or fund fuel.
4. The cost/compensation for mechanical breakdowns (if agreed to) is between individual member clubs – volunteers; the NBFSC will not be a referee in any disputes or fund mechanical breakdowns.
5. In the event of an accident with the 'borrowed' Club's Groomer/Drag and the 'public' while grooming another Member Clubs trails, the NBFSC's Groomer Fleet insurance will respond to the claim, however the Member Club whose trails the Groomer is operating in, may hold liability if proven.
6. In the event of improperly placed or missing NBFSC Trail Signage, the operator of the 'borrowed' Club's Groomer/Drag will not be responsible for correcting the errors. If the operator is from the "broken down" club but using the 'borrowed' groomer, then the operator is responsible to replace and report improperly placed or missing NBFSC Trail Signage as he/she is currently. In the event an accident occurs during this time, the Member Club who is borrowing the Groomer shall remain solely responsible for any claims pursuant to trail signage.

VI. POLICY REVIEW

This policy shall be reviewed annually and revised at the discretion of the Board of Directors.

Date of Last Change: February 27, 2021



A Volunteer Organization
Une organisation bénévole



The New Brunswick Federation
of Snowmobile Clubs

www.nbfsc.com

La Fédération des Clubs
de Motoneige du Nouveau-Brunswick

147, chemin Houlton Road | Unit/Unité B | Woodstock, NB E7M 1Y4

Tel: 506.325.2625 | Fax: 506.325.2627 | Email: info@nbfsc.com

February, 2021

To: Club Delegates
**Re: Nomination & Election of the
Directors & Executive of the N.B.F.S.C.**

As per **Article 21** of the N.B.F.S.C. General By-Laws and in accordance with the election policy for Directors which is included in **Appendix "A"** of the General By-Laws, please see below the upcoming vacancies on the Board of Directors due to expired terms and/or retirement.

<u>Zone</u>	<u>Director</u>	<u>Retiring</u>	<u>Elected</u>
1	Mario Levasseur		May 6, 2018
3	Ronald Lanteigne		April 30, 2017
5	Marc Hannan		May 1, 2016
7	Jim Connors		Oct. 29, 2015

The NBFSC Board of Directors will elect the Executive Officers immediately following the election of the Directors during the AGM.

Note also that as per **Article 57** of the General By-Laws, the By-Laws regarding the election of Directors came into force on the 3rd day of May, 2020.

Therefore, at our Annual General Meeting and subsequent election, which will be held on May 2, 2021 there are vacancies to be filled in Zones 1, 3, 5 & 7.

G:\Word Documents\Mailouts\2020-2021\April\Election Notice 04 21.doc



EXCLUSIVE PARTNER

PARTENAIRE EXCLUSIF

CORPORATE PARTNERS FOR 2020-2021

ENTREPRISES PARTENAIRES 2020-2021



The nominations for candidates to fill the above vacancies are considered open from the date of this notice. All guidelines as set out in Appendix "A" of the General By-Laws apply. **All nominations and applications shall be sent to the Secretary who shall transmit them to the Nominating Committee.**

Regards,



Sandy young
Secretary

The New Brunswick Federation of Snowmobile Clubs Inc.

cc: Board of Directors

cc: Ross Antworth – General Manager, N.B.F.S.C.

cc: Marc Hannan – Chair, Nominating Committee, N.B.F.S.C.

AGM 2020 Sequence of Events:

An email was sent out to all clubs on March 19, 2020 explaining that due to the COVID-19 pandemic, the AGM would not be held as a group function as per usual and asked the clubs to vote on the ability to hold the AGM by email vote.

Moved by Linda Mann, Club 12, Seconded by Stephen Geikie, Club 7 :

“Be it moved that the 2020 NBFSC Annual General Meeting be conducted electronically this year only, because of the worldwide Covid-19 Pandemic and that all voting of critical business items will be conducted electronically with all Member Clubs between April 3rd, 2020 ending by April 17th, 2020 so our company’s business can proceed which will enable us to be normally prepared for the 2020-2021 season, which in most cases unofficially begins by Labor Day which is September 7th, 2020 this year.”

Replies were received by 32 of 49 clubs, YAY votes = 117, NAY votes = 0

Motion Accepted.

Call for a vote to accept the minutes of the 2019 AGM (previously distributed to clubs) was sent out by email on March 26, 2020.

Moved by Vicky Gaunce, Club # 28 and seconded by Guy Landry, Club # 9:

“Be it moved that the Minutes from the NBFSC AGM held May 5, 2019 be approved as distributed to clubs.”

Replies were received by 37 of 49 clubs, YAY votes = 126, NAY votes = 0

Motion Accepted.

Call for a vote to give the clubs authority to the NBFSC Board of Directors to appoint the auditor for 2020-2021 was sent out by email on March 26, 2020.

Moved by Dwayne Pauley, Club #53, seconded by Linda Mann, Club # 12:

“Be it moved that the clubs give authority to the NBFSC Board of Directors to appoint the auditor for 2020-2021.”

Replies were received by 28 of 49 clubs, YAY votes = 104, NAY votes = 0

Motion Accepted.

The Board of Directors will appoint the Auditor at the first scheduled Board Meeting of the 2020-2021 Season (usually held in June)

Call for a vote to accept the permit prices proposed by the NBFSC Board of Directors for 2020-2021 was sent out by email on April 2, 2020.

Moved by Duane Pauley, Club 53 and seconded by Vicky Gaunce, Club 28 to approve the Proposed Prices below:

“Be it moved that the 2021 NBFSC’s Pre-Season Trail Permit, Family (1st & 2nd) Trail Permit, Dealer Trail Permit cost \$185.00 per permit, plus HST, as a pre-season incentive selling price on or before December 15th 2020.”

“Be it moved that the 2021 NBFSC’s Seasonal Trail Permit, Family (1st & 2nd) Trail Permit, Dealer Trail Permit cost \$265.00 per permit, plus HST, as the regular selling price after December 15th 2020.”

“Be it moved that the 2021 NBFSC’s Classic Trail Permit cost \$105.00, per permit, plus HST, as the regular selling price all season.”

“Be it moved that the 2021 NBFSC’s Antique Trail Permit cost \$60.00 per permit, plus HST, as the regular selling price all season. “

“Be it moved that the 2021 NBFSC’s Family (3rd, 4th etc...) Trail Permit and 200cc Snowmobile Trail Permit cost \$105.00 per permit, plus HST, as the regular selling price all season. “

“Be it moved that the 2021 NBFSC’s Late Season Trail Permit cost \$185.00 per permit, plus HST, as a late-season incentive selling price after December 15th 2020, for those who have purchased a snowmobile at an authorized dealership – available through the NBFSC office only. “

“Be it moved that the 2021 NBFSC’s Replacement Trail Permit cost \$20.00 per permit, HST included, as the regular selling price for the complete season. “

“Be it moved that the 2021 NBFSC’s :

One-Day Trail Permit cost \$40.00 per permit

Two-Day Trail Permit cost \$60.00 per permit

Three-Day Trail Permit cost \$80.00 per permit

Four-Day Trail Permit cost \$100.00 per permit

Five-Day Trail Permit cost \$120.00 per permit

Six-Day Trail Permit cost \$140.00 per permit

Seven -Day Trail Permit cost \$160.00 per permit

All prices are HST included, for the complete season.”

Replies were received by 30 of 49 clubs, YAY votes = 104, NAY votes = 0

Motion Accepted.

Call for a vote to accept the 2020-2021 Operating Budget (previously distributed to clubs) was sent out by email on April 6, 2020.

Moved by Brad Mann, Club # 12 and seconded by Denis Banville, Club # 33:

“Be it moved that the proposed NBFSC 2020-2021 Operating Budget be approved as distributed to clubs.”

Replies were received by 32 of 49 clubs, YAY votes = 117, NAY votes = 1 club/3 votes

Motion Accepted.

The four Zones that needed to have Director elections this year were Zones 2, 4, 6 & 8. A call for nominations was first sent out to each zone on April 3, 2020, a second call for nominations was sent out on April 13, 2020 and a third call for nominations was sent out on April 17, 2020. Having only one nomination for each Zone, there was no need for a vote. The new 2020-2021

Directors for each Zone are:

Zone 2 – Brad Mann

Zone 4 – Greg Grant

Zone 6 – Paul Robichaud

Zone 8 – Steve George

On April 22, 2020, the NBFSC Board of Directors had a teleconference to vote in the Executive Officers. John Clark CPA was the scrutineer of the votes, which were all sent directly to him by email. The new 2020-2021 Executive Officers of the NBFSC are:

President – Dave Garland

Vice President – Ronald Lanteigne

Treasurer – Greg Grant

Secretary – Sandy Young

2020 Awards

The 2020 Wallace Kenny Initiative Award is awarded to Alyre Marquis of the Serpentine Lodge.

The 2020 Howard Doucet Volunteer of the Year Award recipient is Bruce Cail of the Rexton Snowmobile Club.

The 2020 Groomer Operator of the Year Award recipient is Dominique Paulin of the Club Motoneige Nord Est.

The 2020 Snowmobile Dealer of the Year Award is awarded to Hawkins Equipment Ltd.

The 2020 Robert J. Walsh Club of the Year Award is awarded to Club 73 – Southwest Snowmobilers Inc.

Our warmest congratulations to all awards recipients and appreciation for all that you do in support of organized snowmobiling in New Brunswick.

This concludes the business of the 2020 AGM. The 2021 AGM will be held on May 2, 2021 at the Rodd River Resort in Miramichi.

Submitted By:
Paul J. Robichaud
NBFSC Secretary

DRAFT