

**FEBRUARY 14, 2020**  
**MAILOUT TO ALL CLUBS**

DESCRIPTION	REPLY	DEADLINE
Delegate Registration Form	<b>YES</b>	April 15, 2020
Provincial NBFSC Lottery	<b>YES</b>	March 1, 2020
Zone Meeting Schedule		
Club Survey Schedule		
North Shore Club		
Thank you Clubs		
NBFSC Awards - Volunteer of the Year - Snowmobile Dealer of the Year - Groomer of the Year	<b>YES</b>	April 15, 2020
Annual General Meeting Notice		
NBFSC-NBATVF MOU		
NBFSC Policy Updates		
N.B.F.S.C. Contact Lists <ul style="list-style-type: none"> <li>● Board of Directors</li> <li>● Member Clubs</li> <li>● Federation Staff</li> </ul>		



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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, 2020

To: N.B.F.S.C. Member Clubs  
Re: Changes to NBFSC ByLaw Article 11  
Delegate Registration

Amendments to NBFSC ByLaw Article 11 were voted on and accepted at the May 4, 2014 Annual General Meeting (AGM) in Miramichi.

These changes mean that your club must have your delegate registration form returned to the NBFSC Office **no later than 11:59 PM on April 15<sup>th</sup> in order to have voting privileges at this year's AGM.** If your delegate registration form is received later than this, the club will be allowed to attend the AGM, but will not have any voting privileges.

You will notice on your form this year a space for you to list Alternates as well. You are encouraged to do so, in case your chosen delegate is unable to attend.

Your delegate registration form has been included in this mailout, and if you have misplaced your copy of the NBFSC ByLaws, they are available on the website at [www.nbfsc.com](http://www.nbfsc.com) under the club area, or the office can provide a copy for you.

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

Regards,

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



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February, 2020

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

Re: 2020 NBFSC Provincial Lottery

Reminder – the draw date is **March 16, 2020**, therefore all sold tickets are required to be returned to the office no later than **March 1, 2020**. Clubs are required to sell a minimum of 50 lottery tickets.

Any questions may be directed to the office.

Regards,

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

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CORPORATE PARTNERS FOR 2019-2020



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MIRAMICHI



**2020 Lotto Tickets**  
**Billets de Loterie 2020**

**Return Deadline : March 1, 2020**  
**Date Limite : 1 mars, 2020**

Club # : \_\_\_\_\_ Club Name / Nom : \_\_\_\_\_

**Returning \_\_\_\_\_ sold tickets.**

**Retourne \_\_\_\_\_ billets vendus.**

\_\_\_\_\_  
Signature



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January, 2020

## Re: Snowmobile Economic Impact Final Study

The New Brunswick Federation of Snowmobile Clubs (NBFSC) is pleased to provide you with New Brunswick's Snowmobile Economic Impact Study (EIS), as of December 2019. The report was contracted to highly respected *Gardner Pinfold Consultants Inc – Mr. Gregor MacAskill* with offices in Nova Scotia, New Brunswick and British Columbia.

The results are impressive;

Gross Domestic Product (GDP)
<b>\$61.1 million – all added value GDP</b>
<b>\$21.7 million- volunteer contributions</b>
-----
<b>Total = \$82.8 million</b>
And.....Spending
<b>\$29.4 million – from snowmobile tourism</b>
<b>\$39.4 million – from snowmobile gear</b>
<b>\$21.7 million – volunteer contributions</b>
-----
<b>Total = \$90.5 million</b>

The Snowmobile EIS was completely developed with an agreed upon template between the Provincial Government's Departments of Tourism, Heritage & Culture and Finance in mid- 2018. Before release to industry stakeholders, corporate partners, member clubs and media the final study has been previously released to Government prior to the end of 2019.

The volunteer contributions as a financial measurement are a new aspect to previously conducted Government snowmobile EIS Studies in the 1990's, 2009 and 2015. It is accepted however that without the volunteer contributions



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## **2020 ZONE MEETING SCHEDULE**

**Zone 1 Meeting – Wednesday, April 8, 7 PM  
Travelodge, Edmundston**

**Zone 2 Meeting – Thursday, April 16, 7 PM  
Quality Inn, Campbellton**

**Zone 3 Meeting – Wednesday, April 15, 7 PM  
Auberge Centre-Ville, Tracadie**

**Zone 4 Meeting – Tuesday, April 14, 7 PM  
Best Western, Woodstock**

**Zone 5 Meeting – Thursday, April 9, 7 PM  
Knight's Inn, Miramichi**

**Zone 6 Meeting – Wednesday April 22, 7 PM  
Hampton Inn, Moncton**

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

**Zone 8 Meeting – Tuesday, April 21, 7 PM  
Goshen Clubhouse, Sussex**

**CLUB SURVEY SCHEDULE**  
**HORAIRES DES SONDAGES ANNUELS**

**Monday, April 27, 2020**  
**lundi, 27 avril, 2020**  
**Best Western, Edmundston**

<b>CLUB #</b>	<b>CLUB NAME</b>	<b>ZONE #</b>	<b>TIMES</b>
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

**Tuesday, April 28, 2020**  
**mardi, 28 avril, 2020**  
**Quality Inn, Campbellton**

<b>CLUB #</b>	<b>CLUB NAME</b>	<b>ZONE #</b>	<b>TIMES</b>
69	Supervillage Trail Blazers	2	2:30-3:30 PM
78	Restigouche Timber Trails	2	3:30-4:30 PM
43	North Shore	2	5:30-6:30 PM
12	Restigouche Snowmobile Club	2	6:30-7:30 PM

**Tuesday, April 28, 2020**  
**mardi, 28 avril, 2020**  
**TBA**

<b>CLUB #</b>	<b>CLUB NAME</b>	<b>ZONE #</b>	<b>TIMES</b>
33	St. Quentin	2	TBD
41	Kedgwick	2	TBD

**CLUB SURVEY SCHEDULE**  
**HORAIRES DES SONDAGES ANNUELS**

**Monday, April 20, 2020**  
**lundi, 20 avril, 2020**  
**N.B.F.S.C. Office, Woodstock**

<b>CLUB #</b>	<b>CLUB NAME</b>	<b>ZONE #</b>	<b>TIMES</b>
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 21, 2020**  
**mardi, 21 avril, 2020**  
**Riverside Resort, Mactaquac**

<b>CLUB #</b>	<b>CLUB NAME</b>	<b>ZONE #</b>	<b>TIMES</b>
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 22, 2020**  
**mercredi, 22 avril, 2020**  
**Radisson, Fredericton**

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

**Wednesday, April 8, 2020**  
**mercredi, 8 avril, 2020**  
**Knight's Inn, Miramichi**

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

**CLUB SURVEY SCHEDULE**  
**HORAIRES DES SONDAGES ANNUELS**

**Monday, April 13, 2020**  
**lundi, 13 avril, 2020**  
**Goshen Clubhouse**

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

**Tuesday, April 14, 2020**  
**mardi, 14 avril, 2020**  
**Hampton Inn - Moncton**

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

**Thursday, April 23, 2020**  
**jeudi, 23 avril, 2020**  
**Bouctouche Inn**

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

**CLUB SURVEY SCHEDULE**  
**HORAIRES DES SONDAGES ANNUELS**

**Monday, April 6, 2020**  
**lundi, 6 avril, 2020**  
**Super 8, Caraquet**

<b>CLUB #</b>	<b>CLUB NAME</b>	<b>ZONE #</b>	<b>TIMES</b>
<b>9</b>	<b>Nord Est</b>	<b>3</b>	<b>1:00-2:00 PM</b>
<b>75</b>	<b>Peninsule Acadienne</b>	<b>3</b>	<b>2:00-3:00 PM</b>
<b>4</b>	<b>Chaleur</b>	<b>3</b>	<b>3:00-4:00 PM</b>



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December 2<sup>nd</sup>, 2019

Perry Godin – Past President  
NBFCSC Club #43, North Shore Snowmobile Club, Inc.  
599 Main St.  
Lorne, NB  
E8G 1L1

## Re: Club #43's Loss of Membership Status by Registered Letter

Dear Perry,

Thank you for your Club's recent email advising the NBFCSC Board of Director's of your Club's decision to no longer continue operating. We received your email on November 5<sup>th</sup>, 2019 from Bernadette Lavigne on your behalf as Club #43's Past President.

As per the General By Laws of the NBFCSC, your communication falls under the NBFCSC By Laws, Chapter 3, Termination of Membership - Article #9 – Loss of Membership Status.

The NBFCSC Board of Directors met on November 30<sup>th</sup>, 2019 adopting motions in regards to your Club's communications. The first motion was an acceptance of your Club's, Loss of Membership Status. The second motion was to send you this registered letter explaining the following details going forward.

### Club's immediate Losses (as of November 30<sup>th</sup>, 2019):

1. Membership status in NBFCSC
2. Financial Funding – Club Payouts from NBFCSC
3. Financial public Grants – via NBFCSC
4. Liability Insurance – from NBFCSC for all Trails and all Landowners
5. Liability Insurance – from NBFCSC for Trail Groomer
6. Liability Insurance – from NBFCSC for Directors, Officers & Volunteers
7. Recognition on NBFCSC Trail Mapping



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**Club's Responsibilities since Loss of Membership in NBFSC (as of November 30<sup>th</sup>, 2019):**

1. Removal of all NBFSC Trail Signage –Trails, Clubhouse, etc.
2. Return of all NBFSC Trail Signage to NBFSC Head Office.
3. Return GPS unit from Trail Groomer.
4. Return all NBFSC materials to NBFSC Head Office.
5. **To not sell the Trail Groomer until receiving direction from the NBFSC.** (also reviewed this directive in a phone conversation in early November and a subsequent email sent on November 15<sup>th</sup>, 2019).

*The most important action remaining between us pertains to our mutual and contractual responsibilities to protect, manage and ensure that past and future public financial funding which was received by Club #43 when you were a Member Club of the NBFSC is used into the future for the intent it was granted.*

The NBFSC diligently pursues public funding in the form of financial grants from both the Provincial and Federal Governments to assist our Member Club's and volunteer's efforts. Almost all of the remaining 49 Member Clubs of the NBFSC have agreed to a NBFSC Trail Groomer Memorandum of Understanding (M.O.U.) as a condition of their club receiving a public financial grant to subsidize their trail grooming responsibilities. All public financial grants are secured by the NBFSC or because the Club is a *Member* of the NBFSC.

On or about May 23<sup>rd</sup>, 2017 you as Club President and the Club's Treasurer, Connie Godin signed the NBFSC Trail Groomer Memorandum of Understanding (M.O.U.). Your club received **\$11,837.31** in public funding to assist your Trail Grooming needs at that time Monies were forwarded between June 2017 till October 2017. The M.O.U. between us states;

1. **The NBFSC will be a financial stakeholder in the asset.** The NBFSC Member Club agrees to this condition; no Member Club who has acquired a Groomer and/or Drag with the assistance of a government grant from the NBFSC or directly from the Government of New Brunswick or Canada may sell, dispose, trade or otherwise transfer the equipment after purchase without the prior written approval of the NBFSC Board of Directors at any time in the future of this contract.
2. With appropriate consideration of fair market value and the depreciated value of the initial grant, the NBFSC may assign or obtain the grooming assets acquired with the assistance of a government grant, before any future groomer/drag purchase and / or approval of future grants.
3. If a Member Club ceases to continue as a NBFSC Member Club maintaining trails, the grooming equipment acquired with a grant shall be returned to NBFSC, who may transfer the grooming assets to another Member Club for the purpose of continuing the maintenance and grooming of NBFSC trails.

The NBFSC Board of Directors as a result of your **Loss of Membership Status** has decided the following;

- **Your club's 1995 Lamtrac 4000, VIN #95120004 shall not be sold to another NBFSC Member Club in New Brunswick. The club's Drag is homemade we understand and has no \$\$ value.**
- **The 1995 Lamtrac is too old to depreciate according to industry representatives so the fair market value is whatever the Club is able to sell it for.**
- **The depreciated value of the \$11,837.31 of public funds you received is calculated at 10% per season - 2018 and 2019 – therefore the amount owing will be \$9,588.22.**
- **Your club had two cheques coming to you, as a Member Club, which were the equivalent of \$1300.00. These cheques will be applied against the \$9,588.22.**
- **The NBFSC will apply a financial PPSA Lien against your club's 1995 Lamtrac Groomer.**

After your Club sells the Lamtrac Trail Groomer outside of New Brunswick, you are responsible to remit the equivalent public money owing; \$9,588.22 to the NBFSC. An invoice for this amount is enclosed less the two cheques, and this invoice will not incur interest. The \$9,588.22 will be utilized in the future to subsidize other Member Club's Trail Groomer purchases and or upgrades when future public financial grants are ascertained by the NBFSC.

In closing I wish to thank you and your club's volunteers for the past service and commitment to sustain a snowmobile club in your community. Snowmobiling is better off when we can have trails in every region of New Brunswick. We are disappointed in your news but understand that Lorne as a community could no longer attract enough volunteers and financial support to stay open. Thank you for all the snowmobile seasons you did.

Regards,

  
Scott Ralston, President, NBFSC, "A Volunteer Organization"

Cc: Ray Godin, President North Shore Snowmobile Club

Cc: NBFSC Board of Directors

Cc: All 49 NBFSC Member Clubs

Cc: Ross Antworth, GM, NBFSC



The New Brunswick Federation of Snowmobile Clubs, Inc.  
 La Fédération des Clubs de Motoneige du Nouveau-Brunswick

# Invoice

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506-325-2625  
 www.nbfsc.com\*\*info@nbfsc.com  
 147 ch.Houlton Road, Unit B  
 Woodstock, NB E7M 1Y4

43-NORTH SHORE SNOWMOBILE CLUB  
 C/O RAYMOND GODIN  
 898 MAIN ST  
 LORNE, NB  
 E8G 1M2

Date	Invoice #
12/04/2019	19107

Item	Description	Qty	Rate	Amount
MISC	1995 LAMTRAC 4000, VIN 95120004 - DEPRECIATED VALUE FROM GRANT RECEIVED GST On Sales	1	9,588.22	9,588.22
			15.00%	1,438.23

SAFE RIDERS ! YOU MAKE SNOWMOBILING SAFE.		<b>Subtotal</b>	\$9,588.22
		<b>Sales Tax Total</b>	\$1,438.23
		<b>Total</b>	\$11,026.45
		<b>Payments/Credits</b>	-\$1,300.00
		<b>Balance Due</b>	\$9,726.45



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147 ch.Houlton Road, Unit B  
Woodstock, NB E7M 1Y4

# Statement

Date
------

12/04/2019

43-NORTH SHORE SNOWMOBILE CLUB  
C/O RAYMOND GODIN  
898 MAIN ST  
LORNE, NB  
E8G 1M2

Amount Due	Amount Enc.
\$9,726.45	

Date	Description	Amount	Balance		
06/30/2019	Balance forward		0.00		
10/31/2019	INV #18923. Due 11/30/2019.	251.50	251.50		
11/26/2019	CREDMEM #19043.	-251.50	0.00		
12/04/2019	INV #19107. Due 02/02/2020.	11,026.45	11,026.45		
12/04/2019	PMT	-605.56	10,420.89		
12/04/2019	PMT	-694.44	9,726.45		
<b>Current</b>	<b>1-30 Days Past Due</b>	<b>31-60 Days Past Due</b>	<b>61-90 Days Past Due</b>	<b>Over 90 Days Past Due</b>	<b>Amount Due</b>
9,726.45	0.00	0.00	0.00	0.00	\$9,726.45



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December 2019

## Re: Thank you from NBFSC Board of Directors

Dear Member Clubs,

Every autumn we all become excited that winter and new snow is almost here. At the same time as volunteers who make our Clubs run there is a lot of our time taken up by an endless to-do list.

On behalf of the NBFSC Board of Directors and staff we wish to thank you all individually for your commitment to your clubs and the schedule of NBFSC meetings, training and events that have become part of the snowmobile season as we all prepare for December 15<sup>th</sup>, every autumn.

Our annual NBFSC Signage Installation training in September – October was extremely well attended by clubs. We saw a number of new faces at almost every Zone and we trust this is a sign of new volunteers and interest in your communities club.

The annual NBFSC – Natural Resources – Crown Timber Licensee meetings in October were also very successful. As we prepare to enter the 2020 season, considering our large quantity of trails on forestry roads we only have two NBFSC trails that may be impacted part of the January to March grooming cycle. Your dedicated participation to this process has earned us respect and privilege at Natural Resources and strong relationships with the province's largest employers who we share the Crown Lands with.

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The Club's Autumn Zone Meetings in November are one of the most important set of meetings every season. We almost had 100% attendance throughout the province and it is a great opportunity for the Club's to *hear from* your elected representatives. These autumn meetings in conjunction with your annual Spring Zone Meetings continue to remain extremely well attended.

New for this season we undertook our own internal NBFSC Groomer Operator Training also in November at every Zone. Your attendance and your efforts to ensure that we reached as many operators as possible were outstanding. In some Zones attendance was more than 50 individual operators. The delivery of our "own" Groomer Operator training was the vision of having an NBFSC Trail Manager more than a decade ago. Thank you for supporting this training with your time.

In addition to all these Federation meetings we know you are busy at home with club meetings, club fundraisers and club trail work – it never ends.

Thank you,

Scott Ralston, President  
NBFSC, "A Volunteer Organization".

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MIRAMICHI



**Nominations for the NBFSC Annual Awards  
For the Annual General Meeting in May 2020**

**DEADLINE – APRIL 15, 2020**

**Award Chosen:**

1. Volunteer 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](http://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](mailto:info@nbfsc.com)

February 5, 2020

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

Re: 2020 N.B.F.S.C. Annual General Meeting Notice  
May 2 & 3, 2020

Our 2020 Annual General Meeting is scheduled for Sunday, May 3, 2020 at 9:00 a.m. at the Rodd Miramichi River, 1809 Water St.

On Saturday, May 2 from 1– 5 PM there will a Board of Director’s Meeting. There will be a **Meet & Greet** at 7 PM on Saturday, May 2 at the Rodd, all clubs are welcome to attend.

**PLEASE CONTACT THE HOTEL EARLY TO ENSURE YOUR ROOM.**

- The Rodd Miramichi River
- 1809 Water Street
- 1-800-565-7633

Any questions may be forwarded to the office or your Zone Director.

Regards,

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

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February 5, 2020

To: N.B.F.S.C. Member Clubs and Delegates  
Subject: NBFSC-NBATVF Joint Use Trail Memorandum of Understanding

We are pleased to announce that the NBATV Federation and the NBFSC have signed a Memorandum of Understanding with regards to "joint use" sections of trail. The document contains the process by which applications will be accepted as a proposal only and reviewed as well as guidelines for submission.

Attached are the documents you will need when submitting an application for joint use (NBATVF-NBFSC) trail approval. Please review the "Joint Use Application Procedure" prior to completing an application. The "NBFSC-NBATVF Joint Use Trail Application" document references two appendices that are currently being finalized and will be sent out as soon as they are completed. Until then we will provide the necessary information with each approval notification.

Your contacts for NBFSC will be T.M. Kyle Good and for NBATVF, Vance Johnson

\*\*\*\*\*

Nous sommes heureux d'annoncer que la Fédération NBATV et la FCMNB ont signé un protocole d'entente concernant des sections de sentiers «à usage commun». Le document contient le processus par lequel les demandes seront acceptées et examinées ainsi que les lignes directrices pour la soumission.

Vous trouverez ci-joint les documents dont vous aurez besoin pour soumettre une demande d'approbation de sentier d'utilisation conjointe (NBATVF-NBFSC). Veuillez consulter la «Procédure de demande d'utilisation conjointe» avant de déposer une demande.

Le document «Demande de sentiers d'utilisation conjointe FCMNB-FVTTNB» fait référence à deux annexes qui sont en cours de finalisation et seront envoyées dès qu'elles seront terminées. D'ici là, nous fournirons les informations nécessaires avec chaque notification d'approbation.

Vous pouvez contacter Kyle Good, FCMNB ou Vance Johnson au FVTTNB.

Thank you/Merci  
Kyle Good - Trail Manager, NBFSC

G:\Word Documents\Mailouts\2019-2020\February\AG EXCLUSIVE PARTNER



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CORPORATE PARTNERS FOR 2019-2020

ENTREPRISES PARTENAIRES 2019-2020



MIRAMICHI



# **NBATVF – NBFSC**

## **Joint Use Trail Memorandum of Understanding**

**December 2019**

**Between: THE NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS INC.**  
**And: THE NEW BRUNSWICK ALL-TERRAIN VEHICLE FEDERATION INC.**

Whereas the New Brunswick Federation of Snowmobile Clubs (hereinafter referred to as the NBFSC) is a non-profit corporation whose goal is to serve member clubs and to attend to the promotion and development of snowmobiling as a recreation and winter tourism sport in New Brunswick. and

Whereas the New Brunswick All-Terrain Vehicle Federation (hereinafter referred to as the NBATVF) is a non-profit corporation whose goal is to represent and serve member clubs in the promotion and development of all-terrain vehicle recreation and tourism sport in New Brunswick. and

Whereas the NBFSC and the NBATVF undertake to assure that their respective member clubs are made aware of and honor the terms and conditions set forth in this agreement. and

Whereas the NBFSC and NBATVF and their respective member clubs are responsible for the development, maintenance, grooming and signage of their respective trail networks. and

Whereas the NBFSC and the NBATVF and their respective member clubs are governed by the general regulations adopted by their respective federations, such regulations having been adopted to foster safer practices as the members of each federation participate in their respective activities. and

Whereas the NBFSC and the NBATVF acknowledge that snowmobiles and ATV's must not use the same trails except as noted below. and

Whereas the NBFSC and the NBATVF recognize that, under certain circumstances, it may be necessary to permit joint use of certain limited sections of trail approved jointly by NBFSC and NBATVF. and

Whereas the NBFSC and the NBATVF recognize that they do not necessarily own the lands upon which they have trails, and that any use of trails by one or both parties is subject to the approval of the landowner(s).

Now therefore, in consideration of the covenants and conditions hereafter set out, the parties hereto hereby agree as follows:

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**NBATVF – NBFSC  
Joint Use Trail Memorandum of Understanding  
December 2019**

**1. Joint Use of Trails**

1.1 The NBFSC and the NBATVF recognize that each organization and its respective member clubs has exclusive jurisdiction over its own network of trails for use by its own member clubs.

1.2 However the NBFSC and the NBATVF agree to consider the joint use of certain limited quantitative sections of trail under the jurisdiction of one or the other party.

1.3 The joint use of a trail will be allowed only in the situations described in Sections 2 through 5 and must be the subject of a resolution adopted in advance by the Joint Use Committee (see Section 9).

1.4 Thus, the joint use of a certain limited section of trail presently under the exclusive jurisdiction of one or the other of the parties is permitted in the following situations.

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**2. Road Crossings**

2.1 When a trail under the jurisdiction of one or the other of the parties crosses a road, joint use of that limited section of trail must be approved by the joint use trail committee.

2.2 In all cases where joint use of a trail is provided for in the present subsection, such joint use must not exceed 200 meters on either side of the road crossing except with consent of the joint use trails committee.

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**3. Bridge Crossings**

3.1 When a trail under the jurisdiction of one or the other of the parties crosses a bridge any joint use of that section of trail including the bridge requires the approval of the joint use trails committee.

3.2 Such joint use of a bridge cannot be affected without the prior consent of the owner of the bridge and the owner of the land on which it has been built.

3.3 Any costs incurred toward the construction and maintenance costs of the bridge shall be shared (50% - 50%) between the two Clubs / owners of the bridge.

3.4 In all cases where joint use of a trail is provided for in the present sub section, such joint use must not exceed 200 meters on either side of the bridge except with the consent of the joint use trails committee.

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**NBATVF – NBFSC  
Joint Use Trail Memorandum of Understanding  
December 2019**

#### **4. Railway Crossing**

4.1 When a trail under the jurisdiction of one or the other of the parties crosses a railway, joint use of that limited section of trail must be approved by the joint use trail committee.

4.2 In all cases where joint use of a trail is provided for in the present sub section, such joint use must not exceed 200 meters on either side of the railway crossing except with the consent of the joint use trails committee.

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#### **5. Access to Services**

5.1 There may be joint use of a trail under the jurisdiction of one or the other of the parties to enable the requesting party access to certain essential services such as food, lodging, fuel and repair shops.

5.2 In such cases, joint use must be pre-authorized by the joint use trails committee involved in accordance with the application stipulated by them.

5.3 In all cases where joint use of a trail is provided for in the present sub-section, such joint use must not exceed 500 meters except with the consent of the joint use trails committee.

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#### **6. Grooming / Plowing**

6.1 Whereas the NBFSC currently has a managed trail desired to be joint use by NBATVF, no plowing is permitted on these declared joint use sections, the NBATVF club will adopt the same method of grooming (if NBATVF club has grooming equipment) as the NBFSC club.

6.2 Whereas the NBATVF currently has a managed trail desired to be joint use by NBFSC, the NBFSC club will adopt the method of grooming/plowing currently in place by the local NBATVF club.

6.3 Any non-authorized plowing of a groomed trail will result in immediate suspension of joint use trail section.

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**NBATVF – NBFSC**  
**Joint Use Trail Memorandum of Understanding**  
**December 2019**

## **7. Trail Signage**

7.1 The parties agree that proper signage placement as per the Board of Directors approved signage placement guidelines must be installed by the applicant prior to the opening of a joint use trail segment. (Appendix 1 – to be developed)

7.2 The parties agree that photographs as proof of completion on signage installation must be sent to the joint use trails committee before it can be declared open.

7.3 All decisions relating to the nature of and the location of signage shall be made by the Joint Use Trails Committee.

7.4 The parties agree that the overall cost of all required signage as per Appendix 1 for this segment is the complete (100%) responsibility of the applicant.

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## **8. Landowner Approval**

8.1 The parties agree that all approvals for a joint use segment under this agreement are subject to the overriding agreement of the landowner (s) on whose land the trails are upon.

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## **9. Joint Use Trails Committee**

9.1 The parties agree to create a *Joint Use Trails Committee* which will oversee the application process of this MOU.

9.2 The Joint Use Trails Committee will consist of four (4) persons, 2 appointed by each party. A quorum will consist of 2 representatives from each party.

9.3 The Joint Use Trails Committee will assess each request separately for the joint use application made by a member club which will include the circumstances covered in clause 8. *Landowner Approval* taking into account current laws and regulations under the Off-Road Vehicle Act.

9.4 The Joint Use Trails Committee will decide on each request submitted, and in the event it is accepted, will determine any and all conditions to meet pertaining to the joint use trail segment.

9.5 The resolutions of the Joint Use Trails Committee must be carried out by a simple majority. Each party is entitled to no more votes than the other party has representatives at each meeting.

**NBATVF – NBFSC  
Joint Use Trail Memorandum of Understanding  
December 2019**

**9. Joint Use Trails Committee / Cont'd**

9.6 In the Case of a tie in the votes cast, the resolution will be defeated.

9.7 The agreement, as well as resolutions adopted by the Joint use Trails Committee, has a precedence over all other previous agreements linking the parties or their respective member clubs.

9.8 Any agreement allowing for the joint use of a trail segment that has not been subject to approval by a resolution of the Joint Use Trails Committee will be null and void.

9.9 Any arrangement made by the Joint Use Trails Committee shall be binding upon NBFSC and NBATVF.

9.10 All previous agreements made between the two Federations shall become null and void but shall be reviewed individually by the Joint Use Trails Committee and may be renewed upon approval by the said Committee.

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**10. Right of Appeal**

10.1 Notwithstanding the clauses of Section 9 pertaining to decisions of the Joint Use Trails Committee, and subject to no existing overriding agreement of the landowner as noted in Section 8, in the event an application is denied in whole or in part, the Applicant shall have the right to appeal for a review of such denial in accordance with the appeal process as laid out in (Appendix 2 - to be developed) of this MOU.

**11. Amendment**

11.1 No amendment shall be made to this MOU without the unanimous consent of the Joint Use Trails Committee.

**12. Additional Documents**

12.1 The parties hereto agree and will execute any and all additional documents and take all further actions that may be necessary to effectuate the intent and purpose of this MOU.

**13. Complete Arrangement**

13.1 This MOU contains the full and complete understanding of the parties hereto with reference to the subject matter hereof and supersedes all prior agreements or arrangements and understandings whether written or oral.

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**NBATVF – NBFSC  
Joint Use Trail Arrangement  
October 2019**

**14. Review**

*R.D.  
SR  
MOU*

*R.D.  
SR  
MOU*

14.1 The parties to the Arrangement acknowledge that the terms of the Arrangement have been reviewed by their staff and professional advisors.

**15. Amendment**

15.1 This Arrangement may not be altered or amended except by a written amendment duly executed by both of the parties.

**16. Termination**

*R.D.  
SR  
MOU*

16.1 If either party wishes to terminate the Arrangement, or any portion thereof, they may do so by providing 90 days written notice served on the other party but all previous arrangements shall not be effected and the Notice of Termination shall remain in place.

**17. Beneficiaries**

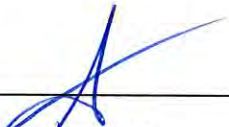
17.1 The agreement binds the parties and their legal representatives, successors and beneficiaries to the agreement.

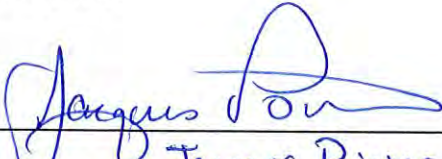
**18. Applicable Laws**

18.1 This agreement is regulated by and will be interpreted according to the current laws of the province of New-Brunswick.

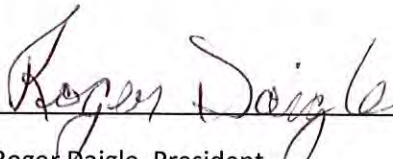
SIGNED at Fredericton, NB this 17 day of JAN, 2019 *2019*

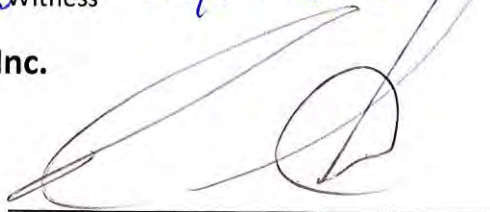
**New Brunswick Federation of Snowmobile Clubs Inc.**

  
\_\_\_\_\_  
Scott Ralston, President

  
\_\_\_\_\_  
Witness Jacques Poirier

**New Brunswick All Terrain Vehicle Federation Inc.**

  
\_\_\_\_\_  
Roger Daigle, President

  
\_\_\_\_\_  
Witness Ross Antworth

# Joint Use Trail Application Procedure

Anyone wishing to establish or modify a joint use snowmobile or ATV trail may do so **only** under the approval of the Joint Use Trail Committee. Obtaining approval consists of an application and review process. To expedite this process, please make sure that all application procedures have been followed and all required information has been provided.

Each application will require justification by the applicant. Joint use will not be approved where other viable options exist. It is the applicant's responsibility to research every option and provide detailed reasons for exclusion.

## Pre-Application

- Support from the local Club having jurisdiction over the trail section to be applied for
- Support from the landowner having jurisdiction over the trail section to be applied for
- Clarify whether any opportunity for separate parallel trails might exist rather than joint use
- Gather appropriate trail information (PID, Existing trail number, proposed length, etc)

Each application should have the full support of both the local controlling Club and the landowner whenever possible. Failure to provide documented support may have adverse effect on the Committee review and decision process.

Precise location information of the trail segment is required. Please provide a GPS track, GPS coordinates (begin and end points) or GIS file (shape, kml, etc) if possible. Contact your Federation for assistance if needed.

## Application

Fill out the application document in its entirety. Please provide as much information as possible when asked for comments or explanation. The more detail included, the better the review process will be.

Refer to the **NBATVF-NBFSC Joint Use Trail Memorandum of Understanding** for specific information relating to maintenance, signage and grooming requirements.

### **Post-Application Internal Review**

Each application will be reviewed internally by the applying Federation for accuracy and completeness. If the application meets all requirements, it will be forwarded to the controlling Federation for review. The applicant may be asked to provide further clarification or the application may be assigned to the Joint Use Trail Committee for review and process.

### **Joint Use Trail Committee Review**

The Committee will review each application based on its individual merits. In some circumstances, additional information may be requested or outside resources may be contacted for input.

The applicant will be advised as to any Committee decision as a result of the review process as well as an explanation to support the findings of the review.

An application may be

- Tabled pending additional review
- Rejected (in whole or in part)
- Approved (in whole or in part)

### **Tabled Pending Review**

While all efforts will be made to acquire all pertinent information and input, it may be necessary to table an application until additional information or input becomes available. The review will continue as soon as reasonably possible once the committee is satisfied as to the completeness of the application.

### **Application Rejected**

In the case where an application is rejected by the Committee, the applicant may appeal the decision as per article 10 of the memorandum of understanding.

### **Application Approved**

In the case where an application is approved in whole or in part by the Committee, the applicant will be notified of any conditions of approval that may apply. All approvals are subject to proper notification procedures for both Federations as well as required signage to be installed previous to any joint use.

## **NBFSC-NBATVF Joint Use Trail Application**

Anyone wishing to establish or modify a joint use trail, snowmobile or ATV may do so **only** under the approval of the Joint use Trails Committee. In order to expedite the process, the following information would be helpful and should be submitted to the Joint use Trail Committee through the provincial snowmobile or ATV federation trail manager.

### **APPLICANT**

**Club Name:**

**Club Address:**

**Contact Name:**

**Best Contact No.**

**Email:**

### **INTENDED USE**

- |   |  |
|---|--|
| <input type="checkbox"/> <b>New trail application</b> | <input type="checkbox"/> <b>Modification to existing trail</b> |
| <input type="checkbox"/> <b>Joint use</b>             | <input type="checkbox"/> <b>Separate Parallel</b>              |

**Justify why trail is being proposed?**

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**LOCATION**

PID no: \_\_\_\_\_

ATV / Snowmobile trail #: \_\_\_\_\_

Estimated trail section length (meters): \_\_\_\_\_

Zone / Region: \_\_\_\_\_

**\*SHAPEFILE OF PROPOSED SECTION OF TRAIL MUST BE PROVIDED\***

**APPLICATION DETAILS**

1. Does your club own a groomer?
  - a. Yes
  - b. No
  - c. Other: \_\_\_\_\_
  
2. Does your club groom or plow your managed trails?
  - a. Plow
  - b. Groom
  
3. Do you have consent from the local club who currently has this managed trail?
  - a. Yes (Provide letter of support)
  - b. No
  
4. Has private landowner consent been obtained?
  - a. Yes (If yes landowner consent is required as an attachment)
  - b. No
  - c. Not applicable
  
5. Is your club prepared to share maintenance costs on the proposed section of trail (ex: wind storm, ice storm, washouts, bridges, culverts, etc)?
  - a. Yes
  - b. No
  - c. Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Is the trail being proposed the only route available?

a. Yes

b. No

c. Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Is paralleling the trail an option assuming there is enough right of way?

a. Yes

b. No

c. Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Does your club understand section 7 of this agreement as it pertains to grooming versus plowing of trails?

a. Yes

b. No

9. As the applicant of this proposed trail segment, do you understand the signage requirements as per appendix 1 once approved by the joint use committee?

a. Yes

b. No

10. As the applicant of this proposed trail segment, do you understand costing/placement responsibilities as it relates to signage referred to in section 9 of this agreement

a. Yes

b. No

11. Does your club understand that non-compliance of the NBFSC-NBATVF Joint Use Agreement will result in immediate suspension of the segment of trail applied?

a. Yes

b. No

**Joint Use Committee ONLY**

- Approved as submitted
- Approved with modifications (fill in comments)
- Rejected (fill in comments)

**Conditions/Comments:**

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**NBFSC:**

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**NBATVF:**

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**Date:**

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Une organisation bénévole



The New Brunswick Federation  
of Snowmobile Clubs

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Tel: 506.325.2625 | Fax: 506.325.2627 | Email: [info@nbfsc.com](mailto:info@nbfsc.com)

February, 2020

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 November 30, 2019 Board Meeting and are effective immediately.

- 1) DIR-001 Director's and Staff Expenses (Update)
- 2) GRM-005 NBFSC Trail Groomer memorandum of Understanding (M.O.U.) (New Policy)

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

Regards,

  
Ross Antworth  
General Manager, NBFSC

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ENTREPRISES PARTENAIRES 2019-2020



MIRAMICHI



# NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS POLICY STATEMENT

DIR- 001

DIRECTOR'S AND STAFF'S EXPENSES

## I. GENERAL

In accordance to **Article 30** of the By-Laws, Directors of the Federation have the right to be reimbursed for reasonable expenses brought on by the fulfillment of their functions. It is the intent of this policy to define reasonable limits for which Directors are reimbursed in the performance of approved Federation activities.

## II. USE OF OWN VEHICLE

Directors will be reimbursed for the use of their vehicle at a rate per kilometer established annually in Appendix A, for basic expenses.

## III. TELEPHONE EXPENSES

The Board of Directors will be provided with teleconference numbers and passwords for use in conducting Federation business. Other telephone charges will be reimbursed upon submission.

## IV. MEALS

For travel within the Province of New Brunswick, Directors and staff shall be reimbursed for the cost of meals by actual receipts to a maximum of \$50 per day before taxes and tips. For travel outside New Brunswick, reimbursement will be based on actual expenses incurred. Under no circumstances will Directors and staff be reimbursed for the cost of alcoholic beverages.

## V. INCIDENTAL EXPENSES

When traveling outside New Brunswick, Directors may be reimbursed for incidental costs such as taxi fares or dry cleaning provided they are not personal in nature. Expenses such as movie rentals would not be covered.

## VI. ACCOMODATIONS

Directors shall be reimbursed for the costs of accommodations while attending Board meetings or other approved Federation activities. However, sharing of rooms, where feasible, is encouraged to keep these costs at a minimum. In the case of Board meetings, it will be the objective to negotiate a preferred rate.

Date of Last Change: November 30, 2019

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

**DIR-001**

**DIRECTOR'S AND STAFF'S EXPENSES cont'**

**VII. ENTERTAINMENT**

It may be beneficial from time to time, for certain individuals associated with the sport of snowmobiling to be entertained at the Federation's expense. This is allowed provided it has the approval of the President and is within the limits as established in the Annual Budget.

**VIII. SUBMISSION OF EXPENSE REPORTS**

Directors are expected to maintain complete and accurate records of their expenses. The NBFSC Expense Claim Form must be completed and submitted to the Federation office within ninety (90) days of the costs being incurred.

**IX. APPROVAL**

All expenses shall be approved by the President or Treasurer. Expenses submitted by the President require the approval of any member of the Board of Directors.

**X. POLICY REVIEW**

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

**Refer to Appendix A for further clarifications of this Policy.**

Date of Last Change: November 30, 2019

# NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS POLICY STATEMENT

## Appendix A: Policy DIR -001 Director's and Staff's Expenses

This Appendix interprets and clarifies the application of Policy DIR-001. Note the rates and general provisions of this Policy also apply to Federation Staff.

Policy Section / Title	Interpretation / Clarification
II. Use of Own Vehicle	<p>Director / Staff's vehicle: reimbursement rate of \$0.46 per km for use of personal vehicle.</p> <p>In addition to the reimbursement rate for use of a personal vehicle, the following kilometric rates also apply:</p> <p style="padding-left: 40px;">Staff - An additional \$1.00 per km for towing a four-place trailer on Federation business.</p> <p style="padding-left: 40px;">Staff - \$1.00 per km for use of a personal snowmobile on Federation business.</p> <p style="padding-left: 40px;">Director - \$0.46 per km for use of a personal snowmobile on Federation business.</p>
IV. Meals	<ul style="list-style-type: none"> <li>- There is no limit on meal expenses outside of N.B. (No maximum rates apply).</li> <li>- Directors are not to be reimbursed for the purchase of alcohol regardless of the location of travel.</li> <li>- In province meals paid for on behalf of others that are either part of the larger NBFSC organization or outside of the organization - such as a meal paid for a club president or a government official..., must follow the established meal rates.</li> </ul>
V. Incidental expenses	<p>There is no limit for the reimbursement of incidental expenses when traveling outside NB.</p>
VII. Entertainment	<ul style="list-style-type: none"> <li>- Entertainment is defined as group events such as gatherings at CCSO meetings where the expense has historically been rotated among the participating jurisdictions. An event such as a meeting with a government official where the Federation picks up the cost of their meal is not classed as entertainment.</li> <li>- The cost of alcoholic beverages paid as part of entertainment is an allowable expense.</li> <li>- Any claims for entertainment must include the nature / purpose of the event and the number of people attending.</li> <li>- Any expense claims that include entertainment must be approved in writing by the President.</li> </ul>
VIII. Submission of Expense Reports	<ul style="list-style-type: none"> <li>- Expense reports must be supported by receipts. There is no exception to the requirement for receipts. If receipts do not accompany an expense report the amount will be deducted by the Federation office. Similarly there is no tolerance for recording or mathematical errors; errors found will be corrected by the Federation office.</li> <li>- Expense claims must include a reasonable level of detail explaining the nature / purpose of the travel.</li> </ul>

Date of Last Change: November 30, 2019
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# NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS POLICY STATEMENT

## Appendix A: Policy DIR -001 Director's and Staff's Expenses cont.

Policy Section / Title	Interpretation / Clarification
VIII. Submission of Expense Reports cont.	<ul style="list-style-type: none"> <li>- Expense claims that include miscellaneous purchases such as office supplies or gasoline must include an explanation of the purpose of the purchase.</li> <li>- Any claims for entertainment must include the nature / purpose of the event and the number of people attending.</li> <li>- It is acceptable for one staff / board member to pay for and claim the expenses of another. For example if the General Manager and the President meet over dinner the GM can pay for and claim both meals.</li> <li>- In the case of "Non Business events" such as the Presidents Ride, or the Board of Directors ride..., only those organizing and working the event are eligible to claim expenses.</li> </ul>
IX. Approval	<ul style="list-style-type: none"> <li>- The President has the authority to approve expenses that are exceptions to this Policy. Examples include expenses not covered by the Policy, special circumstances where expense claims exceed allowances etc.</li> <li>- Any expense exceptions of the President must be approved by a member of the Board of Directors (someone other than the Treasurer who serves as the overall Policy gatekeeper).</li> <li>- Such approvals must be in writing.</li> </ul>

Date of Last Change: November 30, 2019

# NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS POLICY STATEMENT

GRM-005

NBFSC TRAIL GROOMER MEMORANDUM  
OF UNDERSTANDING (M.O.U.)

## Between the NBFSC and Member Clubs regarding Financial Grants, For the Purchase of Trail Grooming Equipment.

This Memorandum of Understanding (MOU) is made on \_\_\_\_\_, 20\_\_ by and between the  
(this date)  
\_\_\_\_\_ and the New Brunswick Federation of Snowmobile  
(incorporated name of member club)  
Clubs, Inc. (NBFSC) for the purpose of granting public funds to purchase grooming equipment.

Whereas the \_\_\_\_\_ and the NBFSC desire to enter into  
(incorporated name of member club)  
an agreement in which they both will work together to complete the project.

The purpose of this MOU is to provide the framework for this contract regarding the grooming  
equipment purchase between the \_\_\_\_\_ and the NBFSC.  
(incorporated name of member club)

- Member Clubs awarded or receiving groomer grants from public funds must abide by the terms of Appendix 1 or risk losing the opportunity of funding.
- Member Clubs agree by signing this document (MOU) that they have read understood and agree with the corresponding Appendix 1.

### AGREEMENT/SIGNATURES:

- I. NBFSC Member Club President: \_\_\_\_\_ Date: \_\_\_\_\_  
a. Printed Name \_\_\_\_\_
- II. NBFSC Member Club Treasurer: \_\_\_\_\_ Date: \_\_\_\_\_  
a. Printed Name \_\_\_\_\_
- III. NBFSC President: \_\_\_\_\_ Date: \_\_\_\_\_  
a. Printed Name \_\_\_\_\_
- IV. NBFSC Treasurer: \_\_\_\_\_ Date: \_\_\_\_\_  
a. Printed Name \_\_\_\_\_
- V. NBFSC Zone Director: \_\_\_\_\_ Date: \_\_\_\_\_  
a. Printed Name \_\_\_\_\_

Date of last Change: November 30, 2019

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NBFSC TRAIL GROOMER MEMORANDUM  
OF UNDERSTANDING (M.O.U.) cont.

## APPENDIX 1 / RECITALS:

- The NBFSC Board of Directors will determine all approved government groomer grants to Member Clubs as per the NBFSC's 'Annual Groomer Priority List'.
- The NBFSC Board of Directors requires that the Member Club will adhere annually to the NBFSC Operating Policies and the NBFSC General By-Laws, proof of compliance required.
- Operating Policies, GRM-001, GRM-003 and GRM 004 in particular, states procedures for approved purchases, financial deposits allowed and purchase and sale of groomers that must be adhered by the Member Club approved for groomer funding.
- The NBFSC Board of Directors will approve all purchases of equipment, sales of existing equipment; spending and programs that approved government grants are obtained for and assigned to.

## TIMELINES:

1. All Member Clubs that will be offered a Trail Groomer Grant will be notified in the form of written correspondence, known as the *offer* stating the dollar amount of the grant and the club's trail groomer unit they are replacing.
2. The NBFSC Trail Groomer M.O.U. must be signed by all Member Clubs before any purchases, trades or any monies change hands including the *offer* value of the Trail Groomer Grant Fund.
3. **Within 10 days** from receiving an electronic financial *offer*, the NBFSC Member Club must sign the most current NBFSC Trail Groomer M.O.U. This M.O.U. is the Contract between the NBFSC and the Member Clubs to quality for purchase and dispose of all Trail Groomers and Trail Drags received with Grants from the NBFSC and/or any public source of funds or from any restricted or budgeted funds of the NBFSC.
4. **Within 30 days** (including the 10 days) from receiving an electronic financial offer, the NBFSC Member Club must have completed a purchase agreement to purchase trail grooming equipment with a supplier.

Date of last Change: November 30, 2019

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OF UNDERSTANDING (M.O.U.) cont.

## APPENDIX 1 / TIMELINES (cont'd):

5. All Member Clubs, within the 10 day and 30 day periods, are required to provide the signatures of the Club President and the Club Treasurer indicating whether they are accepting the *offer* or declining the *offer*.
6. Member Clubs who do not provide signatures within the 10 days (sign the *offer*) shall be considered to have immediately declined the Trail Groomer Grant *offer* and the next approved NBFSC Member Club will be offered the monies available in the new *offer*.
7. All Member Clubs that are eligible on the *List* will be given two consecutive opportunities to accept an *offer*, in years there is funding available, before they lose their priority (ranking) status. A club who denies two consecutive offers will lose their place in the NBFSC Groomer Priority List for two complete grooming seasons.

## CONDITIONS:

1. The NBFSC Board of Directors will pay the consigner of the Groomer/Drag directly with the approved government grant portion at the time of the delivery of the Member Club's purchase.
2. The NBFSC will pay deposits of 10% to a maximum of \$10,000.00 on behalf of the Member Club if the term of the suppliers Contract of Sale requires it.
3. The NBFSC Member Club agreed there will be no 'back-dating' of any purchases, trades, refurbishments and/or upgrades of Trail Groomers/Drags.
4. The Member Club agreed to be solely responsible for capital financing for the life of the equipment.
5. If the Member Club ceases to continue as a NBFSC Member Club maintaining trails, the grooming equipment acquired with a grant shall be returned to the NBFSC who may transfer the grooming assets to another member club for the purpose of continuing the maintenance and grooming of NBFSC trails. This Member Club will take responsibility for any financial liabilities remaining on the unit. With the appropriate consideration of fair market value and the depreciated value of the Club's contribution to the purchase of the groomer, the NBFSC may assign or obtain the grooming assets acquired with the assistance of the government plan.

Date of last Change: November 30, 2019



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The New Brunswick Federation  
of Snowmobile Clubs

[www.nbfsc.com](http://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](mailto:info@nbfsc.com)

## N.B.F.S.C. DIRECTORS 2019-2020

<p><b>N.B.F.S.C. President – Scott Ralston</b> 108 Culbert Dr. Woodstock, NB E7M 1N9 Tel 328-3365 Email : <a href="mailto:scott.b.ralston@gmail.com">scott.b.ralston@gmail.com</a></p>	
<p><b>Director, Zone 1</b> Mario Levasseur 11 rue Denis St-Jacques, NB E7B 1E9 Tel / Fax : 740-7612 Email : <a href="mailto:mariolevasseur@greyrock-casino.com">mariolevasseur@greyrock-casino.com</a></p>	<p><b>Director, Zone 2</b> Brad Mann 21 Baseline Rd. Glen Levit, NB, E3N 4X4 Tel 760-1960 Email : <a href="mailto:bradmann35@hotmail.com">bradmann35@hotmail.com</a></p>
<p><b>Director, Zone 3 / Vice President</b> Ronald Lanteigne 56 rue Mazerole Caraquet, NB E1W 1B6 Tel 724-0640 Email : <a href="mailto:ronlant@nb.sympatico.ca">ronlant@nb.sympatico.ca</a></p>	<p><b>Director, Zone 4</b> Greg Grant 259 Route 555 Bedell, NB E7M 4M7 Tel 328-7535 Email : <a href="mailto:greg.grant@rogers.com">greg.grant@rogers.com</a></p>
<p><b>Director, Zone 5</b> Marc Hannan 1265 Johnson Ave. Bathurst, NB E2A 3T4 Tel 544-5445 Email: <a href="mailto:hanns@nbnet.nb.ca">hanns@nbnet.nb.ca</a></p>	<p><b>Director, Zone 6</b> Marcel Richard 374 ch. Cote Ste. Anne Ste. Anne, NB, E4S 1M3 Tel 743-7652 Email: <a href="mailto:mrichard@barichard.ca">mrichard@barichard.ca</a></p>

February, 2020

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## N.B.F.S.C. DIRECTORS 2019-2020 cont.

<p><b>Director, Zone 7</b></p> <p>Jim Connors 20 Grenville Lane Saint John, NB E2M 7M7 Tel 721-1848 Email: <a href="mailto:james.connors@gnb.ca">james.connors@gnb.ca</a></p>		<p><b>Director, Zone 8</b></p> <p>Steven George 48 Aldridge Dr. Quispamsis, NB E2E 6G2 Tel 643-0476 Email: <a href="mailto:sgeorge106@gmail.com">sgeorge106@gmail.com</a></p>
<p><b>N.B.F.S.C. Secretary</b></p> <p>Paul J. Robichaud 151 Coates Mills South Rd Ste Marie de Kent, NB E4S 1P2 Tel 743-1999 Email : <a href="mailto:jprobichaud@me.com">jprobichaud@me.com</a></p>		<p><b>N.B.F.S.C. Treasurer</b></p> <p>Yves Cormier 69 rue Francois, Suite 202 Edmundston, NB E3V 1E5 Tel 736-9777 Email : <a href="mailto:cuyves@cormiercormier.ca">cuyves@cormiercormier.ca</a></p>

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## N.B.F.S.C. Committee Contacts 2019-2020

### Officers

Scott Ralston – President  
Ronald Lanteigne – Vice President  
Yves Cormier – Treasurer  
Paul J. Robichaud – Secretary

### Committees

By-Laws & Policy Committee Chair – Ronald Lanteigne  
Fund Raising Committee Chair – Mario Levasseur  
Trail Committee Co-Chairs – Paul J. Robichaud & Greg Grant  
Nominating Committee Chair – Marc Hannan  
Human Resources Committee Chair – Paul J. Robichaud  
Awards (Honourary Members) Chair – Jim Connors

As of February 2020

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## NEW BRUNSWICK FEDERATION OF SNOWMOBILE CLUBS INC.

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### TELEPHONE NUMBER:

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### FAX NUMBER:

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### E-MAIL:

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WEB SITE: [www.nbfsc.com](http://www.nbfsc.com)

### PERSONNEL

ROSS ANTWRTH  
GENERAL MANAGER

JANICE BRAGDON  
OFFICE MANAGER

KYLE GOOD  
TRAIL MANAGER

LISA MACDOUGALL  
ADMINISTRATIVE ASSISTANT

As of February, 2020

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