

**SMNB Board of Director's Meeting Minutes**  
**Saturday, November 18, 2023**  
**Atlantic Host, Bathurst, NB**

<b>1.</b>	<p><b>Call to Order</b></p> <p>In attendance for this meeting:  Brad Mann, SMNB President  Dave Garland, SMNB Executive Director  Mario Lavasseur, Zone 1 Director  Linda Mann, Zone 2 Director  Valmond Hachey, Zone 3 Director  Greg Grant, Zone 4 Director, SMNB Treasurer  Andre Yoston, Zone 5 Director  Marcel Richard, Zone 6 Director  Stacey Noddin, Zone 7 Director, SMNB Executive Secretary  Steve George, Zone 8 Director, SMNB Vice President  Kyle Good, SMNB Trail Manager</p> <p><i>Brad called the meeting to order at 0805 hrs and welcomed all board members and staff.</i></p>	Brad
<b>2.</b>	<p><b>Additions to and Approval of Agenda</b></p> <p><i>Brad asked for additions to the agenda.</i></p> <p><i>Dave asked to add:</i>  4.26 Letter from 1000 Mile Challenge  4.27 ISMA Grant  9.5 PEI Federation Host ISC 2025  <i>Brad asked to add:</i>  9.6 Government Relations</p> <p><i>8.8 Northern Oddesy</i></p> <p><u><i>Valmond motioned for the additions to and approval of the agenda.</i></u>  <u><i>Greg 2<sup>nd</sup> and the board unanimously agreed.</i></u>  <u><i>Motion carried.</i></u></p>	Brad
<b>3.</b>	<p><b>Approval of Board's last minutes</b></p> <ul style="list-style-type: none"> <li>• Sept 16, 2023</li> <li>• Email vote – Club 9 ASK Re: Selling Groomer</li> </ul> <p><i>Board members reviewed attached minutes.</i></p> <p><u><i>Linda motioned to accept Sep 16 enclosed minutes. Andre 2<sup>nd</sup> and board unanimously agreed.</i></u>  <u><i>Motion Carried</i></u></p>	

	<u>Linda motioned to accept the email vote-Club 9 Ask Re: Selling Groomer. Andre 2<sup>nd</sup> and board unanimously agreed.</u>	
<b>4.</b>	<b>Trail Manager Files</b>	
	4.1 Trail Manager's Report	Kyle
	4.2 Media Rides / Photoshoot – Update  The Trail manager shared that Motoneige.ca is not coming now. No dates as of this time for other media rides. End Feb, NB tourism want to do photo shoot and update their footage for their tourism videos.	
	4.3 Signature Trail Infrastructure Fund (STIF) – Update  Most funds have been utilized. ISMA grant will cover part of the signage. Will utilize funding to upgrade aged PSS's and signs.	
	4.4 Trail Counter Placement – Update  All trail counters are out, in place and ready for the season.	
	4.5 Snowmobile Accident Reporting – Update  No major updates. The Executive Director shared that there is only 1 accident case that is about to expire.	Kyle/Dave
	4.6 Groomer Priority Ranking (enclosure)  Priority ranking is completed. Share with top 10 club's to get themselves ready for a grant offer.	
	4.7 Widescape VS Conversion bike  Widescape's are now VIN'd as a snowmobile, so we have no choice but to accept them on our trail system.	
	4.8 Autumn Zone Meetings / Spring Zone Meetings  Zone meetings overall went well. The Executive Director and Trail Manager are looking to do club surveys during the day and zone meeting at night to make things more efficient and reduce volunteer time.	Kyle / Dave

<p>4.9 McAdam Re-route – Update</p> <p>FYI, The Village of McAdam required that Trail 32 rerouted. Presently it only requires the crossing to be completed before SMNB will sign off the closure of the old route. The Village of McAdam paid the bill for this reroute.</p>	<p>Kyle / Dave</p>
<p>4.10 Club 9 – Nordest request to sell Groomer (handout - Brad)</p> <p>Completed. All board members email voted yes.</p>	<p>Brad</p>
<p>4.11 Dates of App &amp; Map – Open</p> <p>All apps are updated and ready to go for the season. The Trail Manager is going to leave the app open all year around.</p>	
<p>4.12 Club 75 Inkerman Bridge ASK (enclosure)</p> <p>The Executive Director shared that he drafted a letter of support to assist getting the government moving on getting this bridge completed.</p> <p><u>Valmond motioned to have the letter of support sent to government. Andre 2<sup>nd</sup> and board unanimously agreed.</u> <u>Motion Carried</u></p>	<p>Kyle / Dave</p>
<p>4.13 Club 53 – Sackville ASK – Bridge (enclosure)</p> <p>The Executive Director asked; Does the board want the Executive Director and Trail Manager involved in assisting clubs with bridge infrastructure funding.</p> <p><u>Andre motioned to have Executive Director and Trail Manager to assist with Gap Analysis File with future budget. Marcel 2<sup>nd</sup> and board unanimously agreed.</u> <u>Motion Carried.</u></p>	<p>Kyle/Dave /Marcel</p>
<p>4.14 removed</p>	
<p>4.15 THC Media Videos</p> <p>The Trail Manager shared that Motoneige.ca is not coming now. No dates as of this time for other media rides. End Feb, NB tourism want to do photo shoot and update their footage for their tourism videos.</p>	
<p>4.16 Groomer Priority list – clubs not eligible for funding for NEW</p> <p>It was discussed to be more transparent with offers to clubs for new or used groomers. Some smaller clubs are not aware that they will only be offered partial grant funding</p>	

	<p>compared to larger clubs. We agreed to share with smaller clubs that they can buy new rather than used groomer, but they will still only receive the partial grant funding.</p>	
	<p>4.17 Trail Check Schedule for this season (enclosure)</p> <p>Trail manager discussed the enclosure and the dates scheduled for each zone. Things looking good.</p>	
	<p>4.18 Club 22 – Miramichi Snow Goers Re: Trail 58 (enclosure)</p> <p>Executive Director and Trail Manager met with tourism to see if there was an option for Mount Carleton.</p> <p><u>Marcel motioned to accept the letter from Club 22 so they don't have to groom to Smith Forks. Valmond 2<sup>nd</sup> and board unanimously agreed.</u></p> <p><u>Motion Caried.</u></p> <p><b>ACTION: Executive Director will draft a letter to club 22 to inform them of all the consequences that come with closing this trail.</b></p> <p><b>ACTION: President will inform manager of Serpentine if trail actually closes.</b></p>	Brad
	<p>4.19 Clubs inquiries Re: Spare Groomers</p> <p>Executive Director discussed spare groomers. Trail Manager detailed definition of a spare groomer.</p> <p><u>Greg motioned to add the definition on what a "Spare Groomer" is under criteria VI-GRM-002 and Andre 2<sup>nd</sup> and board unanimously agreed.</u></p> <p><u>Motion Caried.</u></p>	
	<p>4.20 Club 42 Request to use a 2<sup>nd</sup> groomer (enclosure)</p> <p><u>Mario motioned to allow Club 42 to operate another groomer and dedicate it to trail 12 &amp; 44 to take the strain off of the other groomer. Also to add 3.5 km of trail to lead to a lookout over the Saint John and Aroostook River Valley with a 360 degree view on top of a local mountain. Greg 2<sup>nd</sup> and board unanimously agreed.</u></p> <p><u>Motion Carried.</u></p>	
	<p>4.21 Club 28 Goshen Groomer ASK (enclosure)</p> <p><u>Steve motioned Club 28 to be authorized / acquire a third groomer to their fleet and be added to the SMNB groomer inventory list only. (no fundable) Club 28 is responsible to pay for liability insurance at their cost. Andre 2<sup>nd</sup> and board unanimously agreed.</u></p> <p><u>Motion Carried.</u></p>	

	<p>4.22 Club 73 Southwest ASK to buy groomer (enclosure)</p> <p><u>Stacey motioned that Southwest Snowmobilers Inc Club 73 be authorized to purchase a 2000 John Deer 6410 with their clubs own funding as a spare groomer compliant to GRM-002. Andre 2<sup>nd</sup> and board unanimously agreed.</u></p> <p><u>Motion Carried.</u></p>	
	<p>4.23 Club 20 SENBSA ASK (enclosure)</p> <p><u>Steve motioned that Club 20 keep their Tucker as a back-up unit. Unit to be insured by Club 20 and GPS tracker can be installed from broken down unit or purchase on their own. Unit to be on inventory list, not funding list as per GRM-002. Mario 2<sup>nd</sup> and board unanimously agreed.</u></p> <p><u>Motion Carried.</u></p>	
	<p>4.24 Zone 2 ASK Re: Scheduling of club surveys (enclosure)</p> <p>Removed, not required.</p>	Kyle /Dave
	<p>4.25 Club 41 Kedgwick ASK (enclosure)</p> <p>Mario discussed the possibility of Club de Nord to groom out to Moose Valley, creating a loop rather than Club de la Riviere Verte.</p> <p><b>ACTION: This request will be tabled at the next meeting.</b></p>	Mario / Linda
	<p>4.26 Letter from 1000 Mile Challenge</p> <p>This letter has been sent to DNR and they are in are reviewing. The board agrees that all board members have no comment on this.</p>	
	<p>4.27 ISMA Grant</p> <p>\$3000 US has been approved for signage and put it towards upgrading and improving signage.</p>	

**SMNB Board of Director's Meeting Agenda cont.**

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<b>5.</b>	<b>President's Report</b>	Brad
	<ul style="list-style-type: none"> <li>• DTI Mapping Reconciliation</li> </ul> <p>President had a meeting with Minister Ames, Chris Austin and Public Safety on DTI Mapping and exhaust.</p> <p>Had a meeting with the Premier to advise him on possible issues for this coming season. Completed the Toronto Snowmobile Show and had a great experience. It was key having Grey Rock booth next to us.</p> <p>President believes we should be investing in Tech Vest's for the guests that are invited on rides.</p> <p>Went to CCSO meeting. Also had meeting with federal government officials.</p> <p>Motoneige.ca keeps insisting to try and get free trail permits but they should be paing considering they receive tourism funding.</p> <p><u>Greg motioned to purchase Tech Vest for Director, Trail Manager and 5 for the office. Andre 2<sup>nd</sup> and the board unanimously agreed.</u></p> <p><u>Motion carried.</u></p> <p><u>Mario motioned to accept the President's Report as presented. Linda 2<sup>nd</sup> and the board unanimously agreed.</u></p> <p><u>Motion carried.</u></p>	
<b>6.</b>	<b>Executive Director's Report</b> (enclosure)	Dave
	<p>The Executive reviewed his enclosed report with the board.</p> <p><u>Valmond motioned to accept the Executive Director's Report as presented. Mario 2<sup>nd</sup> and the board unanimously agreed.</u></p> <p><u>Motion carried.</u></p>	
<b>7.</b>	<b>Treasurer's Report</b>	Greg
	7.1 Profit & Loss Statement	
	7.2 Account Receivables, current	
	7.3 Restricted Cash Summaries, current	
	7.4 Groomer Funding Update	

	7.5 November Payout	
	7.6 Snowmobile Upgrade (enclosure)  The board reviewed 3 attached quotes.  <u>Valmond motioned to sell the Polaris Titan. Andre 2<sup>nd</sup> and the board unanimously agreed. Motion carried.</u>  <u>Andre motioned to purchase a new Skidoo Expedition from JT Sports as per lowest quote. Greg 2<sup>nd</sup> and the board unanimously agreed. Motion carried.</u>	
	<u>Greg motioned to accept the Treasure's Report as presented. Steve 2<sup>nd</sup> and the board unanimously agreed. Motion carried.</u>	
<b>8.</b>	<b>Old (Current) Business</b>	
	8.1 JPS – Exhaust Noise – Update (enclosure)  Executive Director and Stacey have a meeting with public safety on 27 Nov.	Stacey
	8.2 Wilson's Lodge – Update (emailed letter from Dave)  Executive Director and President are waiting for the newest letter.	Dave
	8.3 Toronto Snowmobile Show – Update (enclosure)  No cost for our booth because they do a lot for us and are a corporate partner. It's a tradeoff for us.  <u>Greg motioned to move forward with the 2024 Toronto Snowmobile Show budget to be determined. Andre 2<sup>nd</sup> and the board unanimously agreed. Motion carried.</u>	Dave
	8.5 Economic Impact Study – Update  The President discussed a letter from Andre LePlant and is going to check with ACOA to see if they will assist in funding. If so SMNB will only have to pay 20% of the cost.	Brad
	8.6 Canada 365 – Update  The President reviewed some highlights from Canada 365, Federal Tourism Growth Strategy. He shared with us that it is a huge supporter to snowmobiling. It was discussed about contacting RDC offices to get to know their processes.	Brad

	<p>8.7 CCSO Meetings – Update</p> <p>The Executive Director discussed on whether SMNB should be attending in person or zoom meetings. The board believes it’s very important to attend these meetings in person.</p> <p>Additional information was discussed in the President’s report.</p>	Brad / Dave
	<p>8.8 Northern Oddey</p> <p>SMNB supporting with maps and information.</p>	
9.	<b>New Business</b>	
	<p>9.1 Club Mergers (Nashwaak / Fredericton)</p> <p>The Executive Director discussed about the 2 club presidents inquiring about merger.</p> <p>Should there be a committee to evaluate merger of other clubs?</p> <p><b>ACTION: Stacey to reach out to the 2 above clubs to inquire on a possible merger.</b></p>	Dave / Stacey
	<p>9.2 Anderson bridge (MOU &amp; Ray Croft email)</p> <p>SMNB doesn’t own bridges and DTI want to hand the bridge over.</p> <p><b>ACTION: Table till next board meeting.</b></p>	Dave / Brad
	<p>9.3 Disbursement of Club Rewards</p> <p>Board discussed the reward program. Will have reward cheque’s mailed rather than presented.</p>	Dave
	<p>9.4 Meeting with Barb Sharp, Western NB Tourism (RSC)</p> <p>Executive Director had a meeting Barb and she is going assist with process in acquiring tourism funding.</p>	Dave / Greg
	<p>9.5 PEI Federation Host ISC 2025</p> <p>Executive Director discussed the other Atlantic Federations are considering financial assistants to PEI in hosting this.</p> <p><u>Greg motioned that Executive Director to look into a sponsorship program valued up to \$5000 but report to the next sitting of the Board of Directors. Marcel 2<sup>nd</sup> and the board unanimously agreed.</u></p> <p><u>Motion Carried.</u></p>	

	<p>9.6 Government Relations</p> <p>No meetings.</p>	
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<b>10.</b>	<b>Permanent (Board) Committee Reports</b>	
	<p>10.1 By-Laws &amp; Policy Committee</p> <ul style="list-style-type: none"> <li>• Policy GRM-005 (enclosure)</li> </ul> <p><u>Stacey motioned that GRM-005, III PROCESS, 2<sup>nd</sup> and 3<sup>rd</sup> bullets be changed to increase the amount of eligible funding from 50% to 75% as attached. Steve 2<sup>nd</sup> and the board unanimously disagreed.</u></p> <p><u>Motion defeat.</u></p> <ul style="list-style-type: none"> <li>• GOV-001 (enclosure)</li> </ul> <p><u>Greg motioned to adopt GOV-001 Harassment Policy. Marcel 2<sup>nd</sup> and the board unanimously agreed.</u></p> <p><u>Motion carried.</u></p>	Stacey & Greg
	<p>10.2 Fund Raising Committee</p> <p>Things quite right now, but most stuff in place.</p>	Mario
	<p>10.3 Trail Committee</p> <ul style="list-style-type: none"> <li>• Groomer Best Practices</li> </ul> <p>Video will be available soon on groomer best practices.</p>	Marcel
	<p>10.4 Nominating Committee</p> <p>Nothing to report</p>	André
	<p>10.5 Awards (Internal &amp; External) Committee</p> <p>Working on new template.</p>	Linda
	<p>10.6 Human Resources Committee</p> <p>Plans to meet with staff before season kicks off.</p>	Steve
	<p><u>Greg motioned to accept Committee Reports as presented. Andre 2<sup>d</sup> and the board unanimously agreed.</u></p> <p><u>Motion carried.</u></p>	

<b>11.</b>	<b>Zone Director Reports</b>  All zone directors discussed their zone reports. No major issues.	
<b>12.</b>	<b>Adjournment</b>  <u>Andre motioned to adjourn the meeting at 1545 hrs.</u>	