

SMNB Board of Director's Meeting Minutes
June 25, 2022
SMNB Office, Woodstock, NB

1.	<p>Call to Order</p> <p>Board Members in attendance:</p> <ul style="list-style-type: none"> • SMNB President, Dave Garland • SMNB Zone 1 Director, Mario Levasseur • SMNB Zone 2 Director, Brad Mann • SMNB Zone 3 Director, Ronald Lanteigne • SMNB Zone 4 Director & Treasurer, Greg Grant • SMNB Zone 5 Director, Marc Hannan • SMNB Zone 6 Director, Marcel Richard • SMNB Zone 7 Director, James Connors • SMNB Executive Secretary, Paul Robichaud <p>Also in attendance:</p> <ul style="list-style-type: none"> • SMNB Trail Manager, Kyle Good • SMNB Office Manager, Janice Bragdon • SMNB Administrative Assistant, Lisa MacDougall <p>Board Member(s) absent:</p> <ul style="list-style-type: none"> • SMNB Zone 8 Director & Vice President, Steve George <p><i>Dave called the meeting to order at 08:05, and welcomed everyone to the Board meeting. He also welcomed Marcel, on his return to the Board.</i></p>	Dave
2.	<p>Approval of Agenda</p> <p><i>Ronald moved to accept the Board Agenda, as presented, seconded by Marc. Motion Carried Unanimously.</i></p>	Board
3.	<p>Election of Secretary</p> <p><i>Greg moved to accept the nomination of Paul Robichaud and his acceptance to serve the current term, as the Executive Secretary on the SMNB Board Executive, seconded by Marc. Motion Carried Unanimously.</i></p>	
4.	<p>Approval of Board's last Minutes (March 19, 2022, April 30, 2022 & May 1, 2022)</p> <p><i>Ronald moved to accept the Board Meeting Minutes from March 19th, April 30th, and May 1st, 2022 as presented, Seconded by Jim. Motion Carried Unanimously.</i></p>	Steve

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5.	<p>President's Report</p> <p><i>Dave noted that most of the President's report is contained in the Board Agenda. Dave also spoke about the ISC, which he and Kyle recently attended. He spoke about networking with the other organizations in attendance, including attending the various trade shows. Dave cautioned the Board on the need to expect an eventual downturn in revenues due to forecasted economic conditions. Brad noted that nationally, we are doing better in terms of snowmobile sales compared to the US. Brad also spoke about the CCSO lobbying ISMA for funding in order to accommodate lobbying efforts in Ottawa.</i></p>	Dave
6.	<p>Treasurer's Report (enclosures)</p> <ul style="list-style-type: none"> • Accounts Receivables – Current • Restricted Cash (External & Internal) Summaries – Current (enclosure) • Permit Sales to Date • 2022-2023 Year End Projection (before Audited Statements) <p><i>Greg reviewed our Accounts Receivables, Restricted Cash, Permit Sales, and Year End Projection, as contained in the enclosed Treasurer's Report. Greg noted the substantial over budget revenues; due to last season's increase in trail permit sales. Brad suggested we provide to the Clubs, in a mail out, the results of the extra substantial club payouts, as soon as the final audited financial statements are available. Brad moved to accept the Treasurer's report as presented, seconded by Ronald. Motion Carried Unanimously.</i></p> <p><i>Greg explained to the Board, the need to control any surplus. Greg moved that we retain \$50,000.00 from the current year's (2021 – 2022) financial surplus. The remaining surplus to be paid out based on the clubs' current season (2021 – 2022) grooming hours once the Financial Statements are completed, seconded by Brad. Motion Carried Unanimously.</i></p> <p><i>Greg moved to internally restrict \$24,500.00 for the Club Reward Program to be paid out at the Fall 2022 Zone Meetings, seconded by Brad. Motion Carried Unanimously.</i></p> <p><i>Greg moved that we internally restrict funds for the October 2022 Payout, based on the 2021 -2022 Trail Permit sales revenue, once calculations are complete. It is to be paid out to the Clubs in October 2022, seconded by Marc. Motion Carried Unanimously.</i></p>	Greg
7.	<p>Trail Manager's Report</p> <ul style="list-style-type: none"> • Christmas Mountains • Trail Counter Report – 2022 Season (enclosure) • Map Size Change – FYI 	Kyle

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	<p><i>Kyle spoke about the trail counter program, including some of the various locations where these are installed in order to provide snowmobile traffic data. A number of graphs were presented. Kyle also spoke about the Christmas Mountains project with respect to Groomers, bridges, trails, and other infrastructure. A groomer workshop will be held at Mt. Carleton park, which will involve participants from all of Atlantic Canada. Kyle also spoke about his participation at the ISC. ORVE is now rebranded as Highway Enforcement encompassing Trail as well as Highway enforcement requirements. They have 80 members, and will be equipped to do breathalyser testing on trail. Kyle and Janice spoke about the new paper maps, which will be reduced slightly in size. Marc moved to accept the Trail Manager's report as presented, seconded by Ronald. Motion Carried Unanimously.</i></p>	
8.	Old (current) Business	
8.1	<p>Qualification of Family Permit Discount (decision necessary now)</p> <p><i>Dave summarized the challenges around our Family Permit discount. The registrar agrees that the household address is sufficient, and where they would need a letter from SMNB to that effect. Marc moved that the household address be used for the Family Trail Permit discounts, seconded by Ronald. Motion Carried Unanimously.</i></p>	Dave
8.2	<p>Trails VS Groomers (enclosures)</p> <p><i>Kyle gave a summary of the number of groomers per the kilometers of trail. Kyle also referred to a spreadsheet included, as an enclosure. Dave noted that our matrix dealing with groomer funding is working.</i></p>	Kyle
8.3	<p>Club # 9 ASK to have 2nd Groomer added to the Funding list (enclosures)</p> <p><i>Ronald presented the Club 9 ASK, as detailed in the enclosed document. The groomer in question is a 2021 model. Ronald moved that Club #9's second Groomer be taken out of the Groomer Inventory List, and put on the Groomer Funding List, seconded by Brad. Motion Carried Unanimously.</i></p>	Ronald
8.4	<p>Youth Sleds – Insurance</p> <p><i>Dave spoke about youth sleds, the restrictions associated with these snowmobiles and young riders, and also on how it all relates to trail enforcement.</i></p>	Dave
8.5	<p>Signature Trails (present and future) (enclosures)</p> <p><i>Kyle gave an overview of our signature trails in Christmas Mountains, and the Fundy Highlands. There would be an associated cost to install new PSS in the Fundy area, which includes new Trail Route signage.</i></p>	Kyle

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8.6	<p>Online Permit Sales – Update</p> <p><i>Dave and Janice noted the majority of trail permit types will be available online through Service NB.</i></p>	
	<p>1:00 PM – Presentation – Jane (Murphy) McCulloch, Tourism (enclosures)</p> <p><i>Jane McCulloch gave a presentation as a consultant to the Tourism sector on the various trail user groups including both non-motorized and motorized. This was followed by comments / questions from Board members.</i></p>	
9.	New Business	
9.1	<p>Fuel cost to Clubs – Grooming Efficiency</p> <p><i>Dave talked about how our current matrix is still the best system in place to date.</i></p>	Dave
9.2	<p>Over / Under Grooming Hours to KM of Trails</p> <p><i>Nothing to report.</i></p>	Kyle
9.3	<p>Presidents Ride Feb. 11</p> <p><i>Kyle and Dave will be doing the NE chapter ride just prior to the Presidents ride, to be held in Edmundston. Dave suggested having a few more guided groups for our Presidents ride.</i></p>	Dave
9.4	<p>Zone Meeting/Sign Training Schedule (enclosures)</p> <p><i>Kyle reviewed, and received approval for his zone meeting / sign training schedule.</i></p>	Dave
9.5	<p>ACOA – Government Funding</p> <p><i>Janice noted the next round of government funding to come in as \$180,000 from TIFF and with ACOA contributing a matching \$180,000. Dave mentioned that these should double next year. Greg will budget accordingly for next year, in terms of matching dollars.</i></p>	Dave
9.6	<p>Gas Tax Application – Canada Community Building Fund (enclosures)</p> <p><i>Dave noted some clubs have been successful in obtaining funding for bridge, and other infrastructure repair. Janice has on occasion, provided to clubs inquiring, the link to the application process with the federal government.</i></p>	Dave/Janice

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9.7	<p>Club Agreement Review; TRL-001 (enclosures)</p> <p><i>Lisa went through the list of clubs with outstanding documentation to be submitted to SMNB, as per the club agreement. Mario moved that we do not withhold the June payout for Club 29 and Club 42, because of Groomer registration, seconded by Brad. Motion Carried Unanimously.</i></p>	Dave
9.8	<p>2022 Club Rewards Program; CLB-001, Conclusion (enclosures)</p> <p><i>Lisa reviewed the 3 clubs not eligible for the 2022 Club Rewards program.</i></p>	Dave
9.9	<p>Groomer funding – prioritize the amounts per \$ pot (TIFF-ACOA-Snowmobile NB)</p> <p>Dave talked about the specifics in funding for the next four new groomers. Moved by Greg moved that we offer funding to the top 4 groomers on the funding list an offer of 60 60 45, seconded by Brad. Motion Carried Unanimously.</p>	Board
9.10	<p>Policy TRL-007 – No Charge Trail Permits (enclosures)</p> <p><i>Dave reviewed the exceptions to required Trail Permit holders, as per policy. Greg moved that we make the noted changes to TRL-007 to take effect June 25, 2022, seconded by Marc. Motion Carried Unanimously.</i></p>	Dave
9.11	<p>Reinstate Club Attendance Policy – CLB-001 (enclosures)</p> <p>Greg moved that CLB-001 come back into effect for the 2022 -2023 season and to carry forward, seconded by Ronald. Motion Carried Unanimously.</p>	Dave
9.12	<p>Club 76 - 2nd Groomer Purchase – FYI</p> <p><i>Mario briefed the Board about Club 76's request for a 2nd groomer. Dave asked Mario to consult with the Club and ensure that the new groomer will not prevent the older groomer from going further down the list, due to lack of usage.</i></p>	Mario
9.13	<p>Club 70 ASK for Groomer Funding (enclosure)</p> <p><i>Jim spoke about Club 70's request a few years ago to be considered for a new groomer. The club currently has some funding available, but would require outside assistance in order to make a purchase. Dave suggested that the "ASK" form be reviewed for efficiency. Jim will follow up and report back.</i></p>	Kyle/Dave

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9.14	<p>THC Funded Winter snowmobiling event (enclosure)</p> <p><i>Dave advised that THC has extra (\$25,000) funding available for a snowmobiling themed event(s). He asked the Board to consider this.</i></p>	Jim
10.	<p>Permanent Board Committees / Appointments</p> <p><i>Dave appointed the following Board members to the respective permanent committee Chairs, for the upcoming 2022 -2023 season.</i></p> <p>By-Law Committee Chairman / Ronald Lanteigne</p> <p>Fund Raising Committee Chairman / Mario Levasseur</p> <p>Trail Committee Chairman / Marcel Richard</p> <p>Nominating Committee Chairman / Marc Hannan</p> <p>Awards (Internal & External Committee Chairman / Jim Connors</p> <p>Human Resources Committee Chairman / Steve George</p> <p><i>Note: The temporary Government Relations Committee was dissolved.</i></p> <p>Next Board Meeting</p>	Dave
11.	<p>September 17th, 2022 in Woodstock (Exact location TBD).</p> <p>Adjournment</p> <p>Board meeting adjourned at 15:00 hrs.</p> <p><i>Board In-Camera meeting from 15:00 – 15:50 hrs. One (In-Camera meeting) administrative motion.</i></p>	

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IN-CAMERA MOTION PAD

Meeting Date 25 June 2022 Meeting Location Woodstock

Motion initiated by: Ronald

Motion seconded by: Jim

ACTUAL MOTION

Per diem of \$75.00 for food per day for
executive and director's of the board

Action required? No Yes (describe)

Department/Person/Committee