

Minutes of the NBFSC Board of Directors Meeting

February 5, 2017

NBFSC Board of Directors Meeting held at the Best Western Hotel, Edmundston, NB

Board Members in attendance:

- NBFSC President, Brad Mann
- Zone 1 Director & NBFSC Vice-President, Normand Martin
- Zone 2 Director, Lynn Mann
- Zone 3 Director, Leon Bourque
- Zone 4 Director & NBFSC Treasurer, Scott Ralston
- Zone 5 Director, Marc Hannan
- Zone 6 Director, Marcel Richard
- Zone 7 Director, James Conners
- Zone 8 Director, Dave Garland
- NBFSC General Manager, Ross Antworth
- NBFSC Secretary, Paul Robichaud

1. Call to order.

Brad called the meeting to order at 08:55.

Brad welcomed Dave Garland as the (returning) Director for Zone 8, replacing Danny McCully.

2. Additions to Agenda:

8.11 Go Snowmobiling.

9.7 Club 29 funding for Bridges.

5D Groomer funding for Miramichi Valley SC.

9.8 Ice Storm Funding.

Leon moved to accept the Board's Agenda, as amended. Seconded by Normand. Motion Carried.

3. Approval of Board's last Minutes from the November 26th, 2016 Meeting, as distributed.

Scott moved to accept the Board's Minutes from the November 26th, 2016 Meeting, as presented. Seconded by Normand. Motion Carried.

4. President's & G.M.'s Report Brad
Brad noted there was a major groomer breakdown in the Kedgwick area. Brad made a request with THC, to have one of the Park Groomers used as a replacement, which they graciously agreed to do.

5. Treasurer's Report (**enclosures**) Scott
- a. Trail Permit Sales – at December 15th, 2016
 - b. Profit & Loss / Accounts Receivables
 - c. Restricted Cash (External & Internal) Summaries
 - d. THC and ACOA Groomer Grants – Updates
- Scott reviewed the Trail Permit Sales to date for this season, which overall have increased over what was Budgeted. Scott then reviewed the remaining noted reports, in detail, as included in the Directors meeting packages. Groomer funding discussion over a small 9,000 surplus already allotted for this fiscal season. **Dave moved the \$9,035.00 remaining from the Provincial Groomer Grant funding be offered to a member club on the NBFSC (Groomer) Priority List (Nov 2016) that would be offered \$25K in the future. Once accepted, the member club will be offered the variance in funds in the next round of government grants for Groomers. Seconded by Normand. Motion Carried Unanimously.** Ross gave some background on ACOA funding for Groomers. Brad also noted provincial funding will be forthcoming. Marc spoke about a groomer problem with a groomer belonging to the Miramichi Valley SC. Brad suggested tabling the MVSC issue to the next meeting, when more information will be available. **Scott moved to approve the Treasurer's report, as presented. Seconded by Marcel. Motion Carried.***

6. Directors' Zone Reports **(table till March BOD Meeting.)**
7. Trail Manager's Report **(table till March BOD Meeting.)**

8. Old (Current) Business

- 8.1 Mt. Carleton / Christmas Mountains Project - Update Brad / Ross
Ross gave an update on the MCCM project, which is still before the courts. Scott inquired about the bridges, and Ross noted there remains one bridge to be installed.
- 8.2 Annual Spring Zone Meeting (April 2017) schedule – approval (**encl.**) Ross
*Ross noted the proposed schedule, and looking for approval of the recommended dates. **Normand moved to accept proposed Spring Zone Meeting (April 2017) itinerary and agenda schedule, as presented. Seconded by Dave. Motion Carried.** Ross also spoke about the zone meeting content.*

- 8.3 Annual Club Survey's meeting (April 2017) schedule – approval **(encl.)** Ross
*Ross noted the TM's proposed schedule, for approval. **Leon moved to accept the proposed Club Survey's meeting (April 2017) schedule, as presented. Seconded by Normand. Motion Carried.** Dave requested a "Park & Ride" mapping provision, be sought during the club surveys.*
- 8.4 TRL-009, Trail Check / Signage Guidelines Policy – Update Brad / Ross
Ross spoke about the TM's trail checks in 3 zones this season. To date 3 clubs had deficiencies, which were not corrected, and the noted clubs subsequently invoiced. Some discussion ensued, regarding the notification/reports sent to some zone directors.
- 8.5 Club #22, Miramichi Sno-Goers, Probation Update Marc / Board
Brad noted a new president has been elected, and the club is anxious to work with the NBFSC.
- 8.6 Proposed Groomer M.O.U. – Document Updates Scott / Board
Scott noted he, Ross, and Janice have drafted a new Groomer MOU. Scott also noted some fine-tuning, of a couple of points, in the proposed document, in order to protect the funding concept. Ross gave some background information on historic groomer inefficiencies throughout the province. Brad asked the directors to give this issue some thought, and this will be tabled to the March meeting.
- 8.7 Proposed new Policy- Groomer Financial Deposits **(enclosure)** Scott/ Ross
*Ross spoke about the groomer deposits, and what would be a reasonable / unreasonable amount. The result 10% of purchase price, or max of \$10,000. **Normand moved to accept NBFSC Policy Statement GRM-006 / Financial Deposits for Trail Groomer Purchases, as amended on February 5th, 2017. (Document included herein, as Appendix "A") Seconded by Dave. Motion carried unanimously.***
- 8.8 "Committee of Clubs" – Update **(enclosure)** Normand
Ross spoke on Normand's behalf regarding the progress of the Committee of the Clubs 2 meetings, which were held over the past several months, in order to formulate Groomer strategies. In no particular order the following recommendations were achieved.
1. Emergency plan for moving groomers.
 2. GRM005 Policy to go to the AGM for approval.
 3. Adopt Groomer Operator Training.
 4. Everything to be approved at the AGM.

*Normand reminded Ross, that some members of the committee of the clubs requested to be part of the NBFSC's (permanent) Trail Committee. Ross noted that this would require an increase in the Committee's annual Budget line, due to increase travel, meals, etc. for those additional members travelling to attend meetings. Paul welcomed the concept, but stated, that meetings are normally held on weekdays, which may be inconvenient for some. Dave noted that the clubs in his zone (8) were not consulted, regarding the process for creating the recommendations by the Committee of the Clubs, and therefore, does not represent his zone's views on the proposed document. **Dave moved to table (8.8) to the March meeting. Seconded by Scott. Motion Carried Unanimously.***

- 8.9 Zone 1 Clubs Matrix – Future Payouts Modification (**enclosure**) Normand
*Scott said after extensive review, the documentation, and background information was difficult to process. Dave suggested keeping the current formula, as it works extremely well. **Dave moved that the NBFSC Board not move the proposed funding proposal from the Zone 1 Clubs to modify the Club's Payout Matrix in the future. Seconded by Marcel. Motion Carried. Normand abstained.***
- 8.10 Club #20, SENBSA \$\$ Ask for Bridge Decking (**enclosure**) Dave
*Dave gave background regarding one of Club 20's bridges, which required extensive repair. (Brad asked Dave to Move this item to 9.7, but at Dave's request it was returned to 8.10) Dave continued with describing the damage caused to their bridge. Club 20 is requesting \$2,500 from the NBFSC, in order to help defray the cost of repairs. Brad suggested covering cost at 50 cent dollars. **Dave moved that the (NBFSC) pay 50% of cost, cap at \$3,851.39 SENBSA. Seconded by Jim. Motion Carried Unanimously.***

9. New Business

- 9.1 35th Anniversary Wall of Fame Selections Brad
*Brad noted the forthcoming "Go Snowmobiling" rides during the same week, with government officials, may require additional sleds for those guests attending. Brad noted there may be a need to rent sleds in order to accommodate everyone. The Board agreed to proceed with the rentals, as required.
Ross announced the 5 inductees for the upcoming Wall of Fame selections.*
- 9.2 2017-18 Operating Budget – Discussion Board
Ross reminded the Board of the need, to look at the upcoming Budget proposals.
- 9.3 2017-18 Trail Permit Pricing - Discussion Board

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Ross noted this would be a budget consideration, after a few non-increase years. Discussion ensued over this, and the consensus would be to increase by \$10, in order to compensate for the extra aid being requested/paid to clubs.

- 9.4 “Permits for future Capital Projects or Trail Groomers” Discussion Board
Ross asked the board to begin consideration for dedicated projects.
- 9.5 Club #69, Assessment of Fine to Lamtrac for late Delivery (**enclosure**) Lynn / Scott
*Brad explained to the Board about the late delivery, but the club in question has requested the fine be waived. **Lynn moved that the \$ penalty to be assessed to Lamtrac in their Groomer contract, with the NBFSC be waived, at the request of Club #69. Seconded by Normand. Motion Carried Unanimously.***
- 9.6 Daily Trail Permits Brad
Brad noted our Daily Permits are not being filled out with the appropriate dates.
- 9.7 Club 29 Funding request for Bridges Normand.
*Normand reviewed the funding request from Club 29 for materials to repair a bridge in Club 29’s area. **Normand moved to pay 50-cent dollars to cover the cost to repair bridge decking on Trail 39, to Club 29 for Invoice of \$2,096.00. Seconded by Leon. Motion Carried Unanimously.** Marc / Jim moved to go in camera. Seconded by Leon at 1045. Marcel moved to come out of camera. Seconded by Marc at 1048.*
- 9.8 Ice Storm Funding.
*Scott spoke to the financial aspect of this topic, which was part of his enclosure in the Treasurer’s Report. This covered some past practice, on previous similar events. Dave suggested that the damage be capped at 75% for all clubs. Brad and Ross reminded the Board, that this is why we have recently budgeted for future projects, and so, we are in a position to help the affected clubs. Ross requested the Directors agree to a percentage number for the noted clubs. Brad canvassed the Board members for an amount to dedicate to this relief effort. **Dave moved regarding the 2017 Ice-Storm damage in Zones 3, 5, 6, and 8 that the Board distribute \$60,000 from the internal restricted fund, Future Capital Trail Projects. All Clubs will be paid a maximum of 75% of their trail kilometers, or the agreed percentage between them & their Zone Director. Seconded by Jim. Motion Carried. Leon voted nay.** (Subsequent Spreadsheet generated by NBFSC office is attached, as Appendix “B”).*

10. Board's Permanent Committee Reports (table till March BOD Meeting.)

11. Dates of future BOD Meetings

Board

- Set for March 18th, 2017 at Adair's Wilderness Lodge, Shepody.
There will be a pre-meeting ride on the Friday. Directors attending are to contact Janice, for room reservations.
- Set for April 29th & 30th, 2017 at Rodd Resort, Miramichi - **NBFSC AGM.**
- Proposed for July 8th, 2017 at (TBD)
- Proposed for October 13th, 2017 at Mt. Carleton Lodge (TBD)
- Proposed for December 2nd 2016 at Campbellton.

11. Adjournment

Marc moved the meeting adjourned at 11:15 hrs.

Submitted by,

Paul J. Robichaud
NBFSC Secretary

Attachments / 2

Appendix "A"

**New Brunswick Federation of Snowmobile Clubs
Policy Statement**

GRM-006

Financial Deposits for Trail Groomer Purchases

GENERAL

Member Clubs who are approved for a financial grant from the NBFSC Board of Directors to replace or refurbish a Club's Trail Grooming equipment will be eligible under this Policy. The replacement of Groomers/Drags can include new or previously used equipment.

The policy will only apply to approved club funding applications. The policy will also only apply when the financial transaction is between a Member Club and approved supplier, not between NBFSC Member Clubs or another jurisdiction; see Operating Policy, **GRM- 001** for approved suppliers.

II. PURPOSE

To enable Member Clubs to place a "hold" on a Trail Groomer/Drag via the process of a financial deposit between the NBFSC and approved supplier on the Member Club's behalf.

III. DEPOSIT MAXIMUM

The NBFSC will provide to a supplier, when required and when requested, up to 10% of the purchase price (minus HST) or a maximum of \$10,000.00 for the purposes of placing a "hold" on Groomers/Drags being purchased by Member Clubs under a Groomer Grant assigned by the NBFSC.

IV. RESPONSIBILITY

The responsibility to initiate this Policy and know the maximum deposit for financial assistance lies with the Member Club.

Member Club is responsible for the full amount of the financial deposit in the event it is non-refundable and the Club defaults on their commitment to the financial transaction with the supplier, for any reason.

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

Date of last Change: February 5th, 2017

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Appendix "B"

Ice Storm
02.06.17

		Club #			km's trail	Club Claimed% damage	75% Cap	km's trail % CAP	Percent of Total	KM revenue to Club	Total Revenue
3	Club Motoneige Nord-Est Inc.	9			153.0	75.0	75.0	114.75	5.88%	3526.35	3526.35
3	Club Motoneige Peninsule Acadienne	75			202.0	75.0	75.0	151.50	7.76%	4655.70	4655.70
5	Miramichi Valley	7			288.9	100.0	75.0	216.68	11.10%	6658.57	6658.57
5	Le Club Autoneige de Neguac	8			150.8	60.0	60.0	90.48	4.63%	2780.51	2780.51
5	Rogersville Snowmobile Club Inc.	14			70.1	99.0	75.0	52.58	2.69%	1615.67	1615.67
5	Miramichi Snow-Goers	22			290.0	30.0	30.0	87.00	4.46%	2673.57	2673.57
5	Baie Ste Anne Snowmobile Club	68			106.2	70.0	70.0	74.34	3.81%	2284.52	2284.52
6	Moncton - St. Antoine Snowmobile Club Inc.	15			114.3	80.0	75.0	85.73	4.39%	2634.39	2634.39
6	Le Club Motoneige Ours Polaires Inc.	26			60.5	90.0	75.0	45.38	2.32%	1394.41	1394.41
6	Rexton Snowmobile Club	35			113.5	80.0	75.0	85.13	4.36%	2615.95	2615.95
6	Bouctouche - Ste Marie Snowmobile Club Inc.	45			154.0	85.0	75.0	115.50	5.92%	3549.40	3549.40
6	Sackville Snow Drifters Inc.	53			153.0	50.0	50.0	76.50	3.92%	2350.90	2350.90
8	SENBSA	20			397.0	80.0	75.0	297.75	15.25%	9150.07	9150.07
8	Goshen Snowmobile Club	28			282.0	80.0	75.0	211.50	10.83%	6499.54	6499.54
8	Fundy Trail Riders	30			216.0	15.0	15.0	32.40	1.66%	995.67	995.67
8	Millstream Valley Snowmobile Club	66			287.0	77.0	75.0	215.25	11.02%	6614.78	6614.78
					3038.30			1952.45	100.00%	60,000.00	60,000.00