

NBFSC Board of Directors Meeting held at Danny's Inn Bathurst, NB

Board Members in attendance:

- NBFSC President, Brad Mann
- Zone 1 Director, Guy Landry
- Zone 3 Director, Ronald Lanteigne
- Zone 4 Director & NBFSC Vice President, Scott Ralston
- Zone 5 Director, Mark Hannan
- Zone 7 Director, James Conners
- Zone 8 Director & NBFSC Treasurer, Dave Garland
- NBFSC General Manager, Ross Antworth
- NBFC Trail Manager, Kyle Good (Until 09:00)
- NBFSC Secretary, Paul Robichaud

Absent from this meeting:

- Zone 2 Director, Lynn Mann
- Zone 6 Director, Marcel Richard

## 1. Call to Order

*Brad called the meeting to order at 08:01.*

## 2. Additions to and Approval of Agenda

9.1 Moved to follow the Trail Manager's Report.

9.28 Board member responsibilities.

***Dave moved to accept the meeting agenda, as amended, Seconded by Marc. Motion Carried.***

## 3. Approval of Board's Last Minutes

- July 8<sup>th</sup>, 2017 at Moncton (**enclosure**)

***Scott moved to accept the Meeting Minutes from the July 8<sup>th</sup> Board meeting, as presented, Seconded by Dave. Motion carried.***

- September 11<sup>th</sup>, 2017 – Board Teleconference (**enclosure**)

***Dave moved to accept the Meeting Minutes from the September 11<sup>th</sup> Board Teleconference, as presented, Seconded by Scott. Motion carried.***

- October 10<sup>th</sup>, 2017 – Executive Teleconference (**enclosure**)

***Dave moved to accept the Meeting Minutes from the October 10<sup>th</sup> Executive Teleconference, as presented, Seconded by Scott. Motion carried.***

#### **4. President's & G.M.'s Report (enclosure with GM)**

*Ross began by handing out an enclosure to the Board members, included as Appendix "A". Brad spoke about the various meetings with government, including the government initiative to show that certain activities can be healthy, for which Snowmobiling would qualify. Ross talked about the qualifying aspects that affect snowmobiling. Ross continued to say after the ISC, they met with 8 out of 10 Federal MPs, as previously planned. These meetings were perceived as being very beneficial to our organization. Brad spoke about Kyle's limited availability in late February, due to their first baby being on the way. **Guy moved to accept the President's and GM's Report, as presented, Seconded by Ronald. Motion Carried.***

#### **5. Treasurer's Report (enclosures)**

- 5.1 Profit and Loss, as of August 2017
- 5.2 Account Receivables, Current
- 5.3 Restricted Cash Summaries, as of September 2017
- 5.4 Audited 2016-2017 Financial Statements – Approval (**enclosure**)

*Dave noted his report covers the period from July 1<sup>st</sup> to present. Brad inquired about our delinquent accounts. Dave reviewed the parameters around the movement of Internally and Externally Restricted Funds. Ross further expanded on this process, by providing the advice from our CPA, and that there still needs to be a process to show how these funds are allocated. Jim brought up the related issue dealing with Trail 15 in his Zone, to which Ross said this would be dealt with later on in the Agenda. **Dave moved to accept Agenda items 5.1, 5.2, and 5.3 of the Treasurer's Report, as presented, Seconded by Marc. Motion carried.** Dave then went on to review Agenda item 5.4 the Audited 2016-2017 Financial Statements for approval, which had been previously discussed in detail with the Executive by our CPA John Clark, via teleconference call on October 10<sup>th</sup>, 2017. Dave, Ross, and Brad covered off the major items to be presented in detail at our next AGM. **Jim moved to approve the audited 2016-2017 Financial Statements, as presented, Seconded by Scott. Motion Carried Unanimously. Dave moved that the audited retained earnings from fiscal 2016-2017 be internally restricted to "Future Capital Projects", Seconded by Scott. Motion Carried Unanimously.***

#### **6. Trail Manager's Report (enclosure)**

*Kyle spoke about his Sign training seminars, with 7 out of 8 sessions completed to date. Kyle also requested feedback from the Directors after these seminars, in order to improve content, as required. Kyle talked about the change of providers for our PSS, the prime aspect, being cost effectiveness. Kyle then dealt with the process of signage and PSS completion. Dave inquired about updating the older PSS installations, with the newer format, to which Kyle and Ross indicated, if there is funding available after the current round, this would certainly be possible. Kyle talked about the Signage field manuals, which are very well received by the clubs, and he is planning on having some extra copies produced. Kyle also noted the mapping updates are being carried out as planned, including a new feature called "Snow Tours", which will be on our web based interactive map. Atlas Tracks groomer units are well received by the clubs, and the clubs are being provided with the required correct type of batteries, in order to prevent anomalies. Kyle talked about our presenter at our planned groomer operator training seminars, and the cost sharing with our neighbouring snowmobile Federations.*

- Provincial Trail Planning Committee Applications (**separate enclosure**)

*Kyle spoke about the PTPC applications in progress, and some of the new applications submitted. Kyle reported that the forestry licensees are becoming more accommodating with our member clubs, when it comes to forestry ops and trail access. Kyle then noted his submissions for the next Trail Committee meeting, which should be held prior to our next Board meeting. **Dave moved to accept the TMs report as presented, Seconded by Marc. Motion Carried.***

9.1 Annual Groomer Grant Priority List. (Moved due to Kyle being present for this Agenda item)

*Scott began by talking about the groomer priority list, and how and when it is updated. Ross noted this list is a very complex process. Ross emphasized the importance of the Groomer being ranked in this process, and not the Club. Kyle then gave a complete breakdown on how the ranking is determined using a point system, and the complex procedure to acquire an updated yearly priority list. Ross said the Board will need to give attention to improving the parameters surrounding the compiling of this priority list. **Scott moved that we adopt the groomer priority funding list as of October 2017, as presented, Seconded by Dave. Motion Carried Unanimously.***

7. Permanent Committee Reports

- 7.1 By-Laws & Policy Committee (**later in Agenda**)

Marcel

*Later in the Agenda*

- 7.2 Fund Raising Committee

Lynn

*Ross noted there is a summary provided for the Fund Raising Program.*

7.3 Trail Committee Paul

*Paul explained that no Trail Committee meeting was held prior to this Board meeting, due to scheduling difficulties, and there were no urgent matters to be dealt with, at this time. A TC meeting is anticipated prior to the next Board meeting.*

7.4 Nominating Committee Scott

*Nothing to report.*

7.5 Human Resources Committee (**enclosure**) Brad

*Brad noted the enclosed reports, and congratulated the staff for their work.*

7.6 Awards; Internal & External Marc

*Nothing to report.*

## 8. **Old - Current Business (Current)**

8.1 "Winter Tourism Growth Strategy", ACOA RDC Groomer Proposal (**enclosure**)

*Ross talked about the need to have a 3-way partnership of funding partners, for groomer funding, and we are the only snowmobile federation in the country to do so. Ross further detailed the process, which took place to achieve this. Ross was tasked to produce a Winter Tourism Growth Strategy, which he did, and it was submitted to Government. We as a Federation are hopeful that we will be successful in achieving our goal with this document. Scott complimented Ross on the completion of such an impressive document. Ross asked the Board for consideration, on how the partnership spending is divided. Ross specified that if this is adopted, that funding for new equipment might not be as readily available.*

**Ronald moved to accept item 8.1 pertinent to WTGS: 1 – New Groomer / Drag replacement. 2 – Used Groomer / Drag replacement. Seconded by Jim, Motion Carried Unanimously.**

8.2 Mt. Carleton – Christmas Mountains Grooming Hub - Update. **(photographs)**

*Brad said that as a result of 2 recent meetings the MCCM project will NOT be going ahead this season. Ross said that the necessary steps have been put in place to ensure operation of the two MC Groomers, as in the past season. Ross reviewed the Court process, which essentially gave additional extensions for these proceedings. It still looks positive for this project to take place, but just a question of time.*

8.3 NBFSC / TIUF Program for Clubs – Update **(enclosure)**

*Ross began by saying the Board approved the TIUF, and this concept will be reinforced at the Fall zone meetings.*

8.4 Tourism's / Trails Action Plan proposed / THC / NBATVF / NBTCI **(enclosure)**

*Ross and Brad talked about the province's proposed trails action plan, which we as a Federation refused to sign, until some of our requirements were included in the plan. There is a planned meeting between the 3 trail users and 5 government departments responsible for trails. Ross will be presenting on behalf of all 3 trail groups.*

8.5 NBFSC / Groomer MOU, proposed changes **(enclosure)**

*Scott talked about some of the shortcomings of past and current Groomer MOUs, and the need to improve upon these deficiencies. Scott also pointed to proposed changes, as contained in the enclosed proposal. Ross then noted that dual lists should be created... one showing groomer inventory detail, and the second would be a groomer funding list. Ross elaborated on some of the deficiencies of the past, which plagued our Federation with respect to our Groomer fleet. Scott and Ross have done an analysis surrounding Club affordability, Clubs with too many Groomers, Clubs with too many trails versus grooming capacity. The Board will need to give some thought to these proposals for discussion and subsequent implementation of a revised and improved MOU.*

8.6 Trail #52, Miramichi, Support for Morrissey Bridge – Update

*Ross noted this is ongoing.*

8.7 Trail #44, Woodstock, Support for Train Bridge – Update

*Scott said there is local support to maintain this bridge, and the file is ongoing.*

8.8 NBFSC's AGM contract with Rodd Miramichi completed till 2023

*Ross said a new contract has been signed with the Rodd.*

8.9 Annual Signage Installation Training – Update

*Ross noted that the clubs, not showing up, are having problems in other areas.*

8.10 Annual Groomer Operator Training – Update

*Ross and Brad will be attending one of these sessions, as should the Directors. Ross asked the Directors to remind the clubs who have not responded.*

**8.11 Hymie Surkis Lawsuit vs. NBFSC (enclosures)**

***Jim / Ronald moved to go in camera at 1105.***

***Scott / Jim moved to come out of camera at 1129.***

***Ronald moved that Dave Garland to act as a Spokesperson on behalf of the NBFSC, for the matter of Hyme Surkis vs Nepisiguit Sport Lodge. Seconded by Jim, Motion Carried Unanimously.***

8.12 **Government Files:**

- JPS – Meeting with Deputy Minister – Update (**enclosure**)
  - Fines for no Trail Permits
  - Operator Youth online Training

*Ross met with the new Deputy Minister with regards to the ORVA, with no results.*

- THC – Trails Action Plan (**see enclosure above**)
  - Future Meeting Update with Tourism Minister / Deputy Ministers
  - Meeting with NBATVF on Sept 6<sup>th</sup>, 2017 (**enclosure**)
  - Meeting with NBTCl on Sept 7<sup>th</sup>, 2017 (**enclosure**)

*Ross pointed to the back page of 8.12 (enclosure) as to what was negotiated with government, on the trails action plan. The Provincial THC to facilitate an initial meeting chaired by the THC Minister to develop an approach and proposal to improve communication, co-operation, and identify priorities in the provincial trail's file. The initial meeting will be attended by senior level officials (i.e. Deputy Minister) in the five stakeholder departments of THC, ERD, DTI, JPS, and ELG with the three stakeholder trail groups (i.e. Presidents); initial meeting to commence by December 2017.*

- ERD – Meeting with Minister Doucet – Update
  - Cost Sharing on Crown Lands – Update (**enclosure**)
  - Destroyed Bridge at Inkerman
  - Cost Sharing request from ERD on bridge at Inkerman (**enclosure**)

*Ross spoke about a meeting with Minister Doucet about cost sharing, and this is an ongoing file. Ross to send a letter to the Minister saying we will not be contributing.*

- DTI – Fundy Trail Parkway Extension Consultation – Update (**enclosure**)

*Dave spoke about a meeting with the different user groups on this issue.*

- DTI – Quebec Site Visit to Trails/Highways – Update

*Ross and Kyle will meet in in early January regarding trails just north of Edmundston, to show how Quebec provides infrastructure for snowmobiles.*

- Brunway – SNC Lavalin Highway Usage Permit / Trail #12 (**enclosure**)

*Ross indicated that trail 12 at Lavalin is not under written agreement. However, DTI requires engineered bridges. A proposed HUP has been in the works for a number of years. A suggestion has been put forward to include the NBATVF along with the NBFSC in the HUP document.*

## 8.13 **Club Files:**

8.13.1 Club #29, ASNO SC-Approval to add a 2nd Club Groomer to N.B. Fleet.

*Guy noted the club is looking forward about a decision by the Board to add a second groomer, but delete the older groomer from future funding opportunities. Discussion took place, by the Board on the parameters, for 2 groomers, and associated funding. **Guy moved to approve a second groomer for club ASNO. Seconded by Dave, Motion Carried Unanimously. Dave moved that the 2002 Gilbert Groomer of Club #29 ASNO, be not eligible for future funding. Seconded by Scott, Motion Carried Unanimously.***

8.13.2 Club #31, Mad-Vic; loss of NBFSC #115 on JDI Freehold (**enclosure**)

*Ross spoke about trail issues on JDI land. We currently do not have a local trail in that area. Ross will continue to work with JDI on the possibility of obtaining a new trail in that area.*

8.13.3 Club #73, Southwest SC, Request for 'additional' Bridge Funding, #12

*Jim read an email from club 73 requesting funding for a bridge on trail 12. Discussion took place as to possible options. Dave suggested to adding this to the Provincial trails planning committee applications list. **Jim moved that he would like to Add the request of Club 73, for Bridge Repair, to NBFSC Trail Issues, for future consideration. Seconded by Ronald, Motion Carried Unanimously.***

8.13.4 Club #70, Grand Lake SC, Connection of Trail #15 for 2018

*Jim said club 70 is looking at completing the connection of Trail 15 this Fall, pending funding. Ross requested direction from the Board on how and when to release funding for this project. **Ronald moved (with respect to) Trail 15 connection, release 1<sup>st</sup> half \$4,750.00 right away, and the rest upon completion and 1<sup>st</sup> Grooming. Seconded by Jim, Motion Carried Unanimously.***

8.14 Motoneiges.ca – NBFSC Prize / Promotion for 2018-2019 (**enclosure**)

*FYI by Ross.*

## **9. New Business**

9.1 Annual Groomer Grant Priority List for November, 2017 (**enclosure**)

*Already covered.*

9.2 Annual Autumn Zone Meetings *proposed* Agenda/Schedule (**enclosure**)

**Ronald moved to approve the Autumn Zone Meetings Agenda/Schedule, as presented. Seconded by Jim, Motion Carried.**

9.3 Annual Club /ERD /Forest Licensees Consultation Schedule (**enclosure**)

*Ross noted this schedule is not ours to control.*

9.4 Annual (2018) NBFSC Trail Checks proposed Schedule (**enclosure**)

*Ross explained the schedule. **Ronald moved to approve the 2018 Trail Check Schedule, as presented. Seconded by Jim, Motion Carried.***

9.5 Annual (Year End) Report of 2017 (**enclosures**)

*Ross distributed the NBFSC annual report, and noted that this is our second such report, and the feedback on this report is outstanding.*

9.6 2018 – New Trail Loops (Maps) to be Available (**example**)

*Ross said Kyle has developed examples of trail loops, which will be available on our website.*

9.7 2018 Provincial Trail Maps – Update (**example each Director**)

*Ross distributed examples of the 2018 NBFSC trail maps, which have been out for the past week.*

9.8 2018 Seasonal Trail Permits – Update (**examples with Ross**)

*Ross showed the Board an example of the 2018 Trail Permit.*

9.9 2018 Provincial Lottery – Update (**examples with Ross**)

*Ross showed the Board an example of the 2018 NBFSC Lottery Ticket.*

9.10 2018 Corporate Partnerships – Update (**enclosure**)

*Ross pointed out the enclosed spreadsheet where we raised \$160,000 through this program.*

9.11 CCSO Meetings/Reception in Ottawa in November 20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup>, 2017

*Brad said he and Ross will be attending the CCSO meetings.*

9.12 IASA Program Finance Survey & Incident Report from 2017 (**enclosure**)

*Ross explained the background of the IASA, where a number of snowmobiling related documents are created, including a Snowmobile Program Finance Survey, which describes the major revenue and expenditure streams within the respective snowmobile programs of individual IASA member jurisdictions during the 2016-2017 snowmobile season.*

9.13 CCSO / IASA U. of Guelph, "Physical Demands of Snowmobiling" (**enclosure**)

*Brad referred to a study, as enclosed, and as discussed earlier in this agenda.*

9.14 "Go Snowmobiling Rides" *proposed* for 2018

- Maritime Group with PEISA and SANS (Meeting on November 30<sup>th</sup> in Moncton)
- Provincial Government / asking Minister Ames to host
- Federal M.P.'s / Alaina Lockhart is hosting, Zone 8 is Proposed

*Brad reviewed the list of "Go Snowmobiling Rides" for the benefit of the Board. This program has been very successful for our Federation.*

9.15 Tourism / Media Rides *proposed* for 2018

*Brad also reviewed the Tourism / Media rides scheduled for this coming season.*

9.16 General By-Law *proposed* Changes; (**enclosures**)

- Past President Term / Article #38
- Delegate Qualification / Articles #11, #12, #21, #23, #24 & Appendix "A"
- Zone Realignment / Article #7

*Ross talked about the proposed By-Law changes/proposals, as enclosed. Dave explained his view on the issue of the Past President's term. Ross gave the background regarding the proposed change to the By-Law, with respect to Delegate qualification, as enclosed. Ross recommended, tabling this article until the next meeting for further discussion. Jim has asked the Board to consider a better distribution of Clubs within Zones to even out the numbers. **Dave moved to have this agenda item tabled for future discussion. Seconded by Ronald, Motion Carried.***

9.17 Clubs, proposed 'Template" letter for Private Landowners (**enclosure**)

*Brad discussed a provincial Template to support any of our 50 clubs, for private land use. **Jim moved that the proposed template letter for Private Landowners be adopted. Seconded by Scott, Motion Carried Unanimously.***

9.18 Club #22, Trail Applications to ERD and DTI beyond their means (**enclosures**)

*Marc told the Board that Club 22 wishes to add additional trail to their system, which would be an extra 53 Kms.*

9.19 Club #5, Fredericton SC / New group in Fredericton / new Club (Robert Case)

*Ross explained there is a group on the south side of the SJ River who wish to create their own club.*

9.20 Club #14, Rogersville SC / non compliance (**with By-Law Article #6.2.3**)

*Ross noted as of today Club 14 no longer has a President. Letter from the Federation to be sent to the club, in order to deal with this issue.*

9.21 Club #30, Fundy SC; non compliance (**same**) with Annual (2018) Club Agreement

*Dave noted he just received word that Club 30 has taken steps to become compliant. . Letter from the Federation to be sent to the club, in order to deal with this issue.*

9.22 Club #33, St. Quentin SC; non compliance (**same**) with Annual (2018) Club Agreement

*Ross said Club 33 has just confirmed they have taken steps, to become compliant.*

9.23 Trip to FCMQ, VAST, NHSA and MSA in August (**enclosure**)

*Ross spoke about his visits to these neighbouring associations, where there are different methods of operations.*

9.24 Snow Fest Acadie / Letter from 'Core Leadership Team / Acadia of the Lands & Forests'.  
(**enclosure**)

*Ross gave the Board a letter sent to the Maine Associations, as an FYI.*

9.25 Request - Trail Permits for the new 200cc Snowmobiles (Youth)

*Ross explained as an FYI.*

9.26 NBATVF clubs seeking Agreements behind NBFSC's back?

*Ross provided as an FYI, and for possible future discussion.*

9.27 Annual Survey Questions as a result of Agenda / Discussions

*Ross asked the Board for their suggestions. Jim said to add the two previous agenda items 9.25, and 9.26.*

**9.28** Board Member Responsibilities.

**Dave / Marc moved to go in camera at 1440.**

**Jim / Marc moved to come out of camera at 1450.**

## **10. Dates of future Board of Director's Meetings**

- On December 2<sup>nd</sup>, 2017 at Quality Inn, Campbellton
- On January 28<sup>th</sup>, 2018 at Ramada, Fredericton (*after President's Ride - Sunday*)
- On March 17<sup>th</sup>, 2018 at Best Western, Edmundston
- On May 5<sup>th</sup>, 2018 at Rodd Resort, Miramichi - NBFSC AGM.
- *Proposed for June 23<sup>rd</sup>, 2018 at Atlantic Host, Bathurst*
- *Proposed for September 29<sup>th</sup>, 2018 at Wilson's Lodge, McNamee (if not Moose Season?)*
- *Proposed for December 1<sup>st</sup>, 2018 at Adair's Wilderness Lodge, Shepody (Sussex)*

- *Proposed for January 2019 at Hampton Inn, Moncton (after President's Ride - Sunday)*

## **11. Adjournment**

*Scott / Marc moved the meeting adjourned at 0 hrs.*

Submitted by,

Paul J. Robichaud  
NBFSC Secretary

**Appendix "A"**

**President and G.M.'s Report to  
NBFSC Board of Directors'**

October 14<sup>th</sup>, 2017

**1. Government Files**

Provincial Government:

- ✓ JPS Meeting with DM, Mike Comeau
- ✓ ERD Meeting with Minister, Hon. Rick Doucet
- ✓ THC Meeting with Minister, Hon. John Ames
- ✓ Hon. Brian Kenny
- ✓ MLA, Daniel Guitard, Chair of Government Caucus
- ✓ Official Leader of the Opposition, Hon. Blaine Higgs
- ✓ MLA, Ross Wetmore
- ✓ MLA, Bruce Northrup
- ✓ MLA, Stewart Fairgrieve (scheduled)
- ✓ MLA, Trevor Holder, Opposition Critic to Tourism (scheduled)

Federal Government:

- ✓ Eight (8) M.P.'s meetings.....Summer of 2017
- ✓ Chair of Canada's Rural Caucus, TJ Harvey
- ✓ Chair of Government's Atlantic Caucus, Alaina Lockhart
- ✓ Parliamentary Secretary to Minister Tourism & Small Business, Alaina Lockhart
- ✓ Minister of Health, Hon. Ginette Petipas-Taylor

Tourism Regions:

- ✓ Chaleur Tourism Region, Janine Daigle
- ✓ City of Edmundston region, Joanne Bérubé-Gagnon
- ✓ Miramichi River Tourism Association, Monique Mills

**2. Staff / Personnel Files**

President's comments

General Manager's comments

- ✓ Kyle and Emily's Baby due on or about February 20<sup>th</sup>, 2018

**3. Conflicts of Interest**

Provincial Advisory Committee (PAC) for Protected Natural Areas (PNA's)

- ✓ Club #22 Trail Application past Ross' Crown Lease Camp
- ✓ Asking Board to recognize that GM cannot 'carry' this file for Club/NBFSC

Hymie Surkis Lawsuit

- ✓ Asking Board to recognize that GM cannot 'carry' this file for Club/NBFSC