



Halifax Regional Trails Association

Minutes of the Board of Directors Meeting
12 March 2018
Trinity Anglican Church Hall 321 Main Ave

Attendees – Officers and Voting Directors

name	Position/Group	name	Position/Group
Anne Patrick	Co-Chair SMBARTA	Paul Adlakha	Co-Chair SWEPS
Shane O'Neil	Acting Secretary/ SLP&TA	Zane Fraser	Treasurer/ PLATA
Warren Ervine	Officer SLP&TA	Mike Basford	HNWTA
Cathy McCarthy	FOMI	Jill Campbell-Miller	BLT (alternate)
John Hawkins	SATATS	Michael McFadden	CHPTA
Stanley van Dyke	MTA	Walter Regan	SRA
Doug MacLeod	AVTA	Jim Reid	CCMT
Ian Watt	COLTA	John Blumsum	PLWA
Mark Poirier	HUGA (alternate)	Jayden Gross (alternate)	WRWEO
Tim Carroll	WAAA	Alice Morgan	MRWA

Regrets

Paul Berry	Secretary/ WRWEO	Holly Woodill	Past Chair
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Attendees – non-voting members

Bob MacDonald	HNWTA	Frank Gibson	HNWTA
Wendy MacDonald	HNWTA	Jessica Boyd	HNWTA
Sharon Gibson	HNWTA	Heather Leslie	HNWTA
Spencer Doue	HNWTA	Barry Dalrymple	WAAA
Julian Gonzalez	HNWTA	Steve Saunders	WAAA
Alyssa Doue	HNWTA		

HRM Staff (ex-Officio)

David MacIsaac	TP&W AT Supervisor
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Guests

Paul Smith	Uniacke Trails Association, East Hants
Caroline Smith	Uniacke Trails Association, East Hants

Thanks – Minutes prepared from notes and information recorded by Shane O'Neil SLP&TA

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	Greet & eat. A trail tour was conducted along the Mainland North Linear Parkway and the adjoining Belchers Marsh Park trails. Members gathered before the meeting for a bite to eat and to network and socialize.	
1.	Call to order The Chair opened the meeting with a welcome and acknowledgement that the meeting was being held on unceded Mi'kmaq land	Chair
2.	Welcoming remarks from host; HNWTA After a brief welcome from the host, Halifax Northwest Trails Association, there was acknowledgement to the organizers for the food, the venue and the walk. It was noted during their welcome that in	HNWTA

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	<p>addition to many local trails being considered or worked on, there is a plan to connect to COLTA.</p> <p>A brief overview of the trail plan for Birch Cove Blue Mountain lakes area was given. HRM recently acquired a piece of private land to add to the wilderness area. The group is actively pushing HRM to acquire more land for this park area.</p>	
3.	Facilitated Discussion on Topic of Interest. No discussion was presented.	NA
4.	<p>Approval of agenda. The following items were added to the agenda:</p> <ul style="list-style-type: none"> -Lucasville Green committee; -Sandy Lake Coalition; and ATR. -Bimonthly meetings; -Trail designations -questions to be put forward (maintenance funding; cycling trails; ATV trails) -effects of Direct Delivery on GST rebates for various organizations. 	
	<p>Decision That the Agenda be accepted as amended. Moved by Warren Ervine Seconded by Mike Basford</p>	Carried
5.	<p>Approval of the Minutes of the Directors Meeting 8 January 2018. Following corrections were made</p> <ul style="list-style-type: none"> • Warren was an observer during the rec trail ppt meeting, not a presenter; • Mike McFadden (CHPTA) sent other corrections to Paul that were noted. 	
	<p>Decision That the Minutes of 8 January 2018 be accepted as amended. Moved by Wendy MacDonald Seconded by Zane Fraser</p>	Carried
Item	Reports and Old Business Minutes 12 March 2018	Action
1.	<p>Recreational Trails Funding. The HRM budget will be reviewed soon and the line item relevant to recreation trails will go before Council for approval on March 28. In effect the proposed budget item for this is:</p> <p style="padding-left: 40px;">HRM would request funding for a pilot project for up to \$250k for 2018-19 and up to a million dollars a year for the next 5 years.</p> <p>All HRTA members have been asked to push this with their local council. Cathy asked HRTA groups if they have contacted their councillors and if they had any feedback. Several members indicated they have met with their councillors and feedback has been variable depending on the area.</p> <p>How will HRM recreation funds for trails be allocated once approved was discussed. Given that this is a case study, funding will go to</p> <ul style="list-style-type: none"> • a consultant to aid with long-term planning for this type of funding • priority of projects will be to cover various trail types in order to gain experience on cost per m of each trail type. • HRTA groups with a shovel-ready trail project will be considered for this case study project. Note that shovel-ready means that permissions are in place and that it is clear that a trail can be built within the year 2018. • The case study will propose the process to be used for trail construction under this envelope going forward. <p>There was some discussion about who would review and approve projects. Could this be done via the Capital committee or using the same model? This was not confirmed but many felt this would be a valid (and already established) approach.</p>	
	<p>Decision Contact your local councillor to push support for this request for recreation trail support.</p>	<p>Cathy McCarthy By consensus HRTA Reps</p>

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2.	An update was provided on the Community, Culture and Heritage (CCH) funding envelope for Recreation Facility Development funds that could be used for recreation trails. CCH will fund up to 1/3 of costs. Some groups have requested funds from CCH with the intention that their 2/3 would come from the HRM recreation funds that are anticipated, should they be approved.	Info
3.	<p>Treasurer's report. A summary of financial activity was circulated for the meeting. Very little financial activity since the January meeting; Hosting meeting costs and website hosting costs (total of \$330.72). Balance \$7087.42</p> <p>Decision. That the treasurers report be accepted as presented. Moved by Walter Regan Seconded by Warren Irvine</p>	Zane Fraser
		Carried
4.	<p>Capital Funding Committee (CFC) report - No update is available as we are waiting for the HRM budget review. Several Directors asked about which capital projects were submitted to HRM from the CFC.</p> <p>Decision A list of projects that were submitted by the CFC to HRM to appended to these minutes.</p>	
		By Consensus Paul Adlakha
5.	<p>Maintenance Funding Committee (MFC) report. Maintenance agreement document was reviewed and approved by HRM. At the next maintenance committee meeting the agreement will be approved The template that was developed for maintenance in the past was good for some groups and not so good for some others so a new simplified template will be circulated soon for comment.</p> <p>Question. If there were funds left over from a maintenance budget, did those funds get reallocated to a group lower on the list? This isn't as straight forward as it sounds as funds are only released once a group shows that they have spent the money; if the work is not done, a "second cheque" is not issued. So no, the funds are not in HRTA's hands to redistribute.</p> <p>Decision That the MFC report be accepted as presented. Moved by Walter Regan Seconded by Bob MacDonald</p>	Stan Van Dyke
		Info
6.	<p>AT committee report The AT committee elected a new chair and vice chair. The March meeting is cancelled due to lack of agenda items. A new edition of the Bike and Trail map will be issued in 2018. Ian is seeking more information from members so that he can provide it to the AT committee. He felt that the AT committee was focused on bicycle issues and the discussion at the AT committee needs to be broadened.</p> <p>Decision That a draft bicycle map be sent to HRTA for circulation to HRTA members to obtain feedback.</p>	Ian Watt
		By consensus/ David MacIsaac & Paul Berry
7.	<p>Events Committee report. No report. Volunteers are needed for this committee particularly for the Chair.</p>	ALL
8.	<p>NS Trails report. In 2008 the TCT and NS Trails signed a MOU defining the relationship between them intending to lead to the completion of the TCT by 2017. This agreement has now expired. (A new agreement may now be in place.) The TCT provided funding to NST for staff. The 'western loop' from Halifax through the Annapolis Valley, Yarmouth and back up the south shore was not originally to be part of the TCT but now has been accepted as such. Non-motorized trails in the loop will</p>	John Hawkins

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	be eligible for funding from the TCT while motorized ones will be eligible for signage only.	
	Decision: That the NS Trails report be accepted as presented. Moved by Mike McFadden Seconded by Walter Regan	Carried
9.	<p>Halifax Staff Report. David Maclsaac provided the following information:</p> <ul style="list-style-type: none"> • Emma Martin will now be the liaison with HRTA. She will deal with invoicing and coordination with the Capital committee. • He provided an outline of the process that will develop an Administrative Order (AO) to replace the current Maintenance and Capital Funding Agreements. The AO will work with groups that have Letters of Authority/Agreements (LoAs). Those without LoAs will be dealt with through direct delivery. • More staff will be hired this spring on a contract basis to work with the HRTA groups but for now, continue to work with the person that has already been your contact (e.g., Dawn, David, etc.). • Everyone who applied for capital this year will receive the funds applied for with one exception. This was a project that did not meet criteria in terms of completeness. • Maintenance agreements look like they will be approved. They are well put together. <p>Funding for maintenance was delayed/prolonged in 2017-18 so David was asked if maintenance funding will be delivered earlier this year than last year? David indicated that it likely would be, but the agreement must be reviewed by the legal department and the time required to do this may result in delays. David was unsure of the extent of the delays but HRM trails staff are working on the issue.</p>	Info
10.	Executive Committee report. No report provided	
Item	New Business Minutes 12 March 2018	Action
1.	<p>Bimonthly meetings: There was some discussion about this; in the past there were 9 meetings a year; the chair asked for a show of hands for monthly vs bimonthly meetings and it indicated 11 were for monthly meetings and 6 were in favour of bi-monthly meetings. It was noted that this item will be brought forward at the AGM.</p> <p>Decision: To put the following question to a discussion and vote at the AGM: Should HRTA Board of Directors meetings stay with the current bi-monthly schedule or return to the mostly monthly meeting schedule?</p>	Carried by consensus/ secretary
2.	Sandy Lake Coalition: SRA has joined the Sandy Lake coalition. This group seeks to develop support for the protection of additional lands in the Sandy Lake area. Walter agreed to provide more details on this and to provide a map to show the areas in question at the May HRTA meeting.	Walter Regan SRA
3.	Hantsport Railway. Several directors pointed out that this corridor needs to be acquired for use as a trail way by the public. The discussion highlighted the need to actively lobby municipal and provincial politicians on this issue. David Maclsaac indicated HRM staff tabled a report on this issue and that HRM will support acquisition if it becomes available. <i>(secretarial note – awaiting additional input from Walter)</i>	

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	Decision: That HRTA members contact their councillors and MLAs to support acquisition of this corridor for conversion into a trail.	Carried by Consensus
4.	Lucasville Greenway committee: This new association held its formation meeting 7 March. At that meeting they decided to proceed with a plan to develop a Lucasville Greenway along the Lucasville Road from Hammonds Plains to Sackville Drive (7 km). They are in the early stages but their presence as observers at the Board of Directors meeting would indicate that they are considering HRTA membership.	Information
5.	Enforcement on trails. Anne Patrick briefed the Directors on a recent meeting SMBARTA had with RCMP and provincial authorities (conservation officers) on the issue of enforcement of regulations on trails. The provincial reps indicated that LOAs should spell out regulations and what types of protections are expected. They noted that neither St. Margaret's or BLT are "designated trails" under the NS Trails Act. According to some Directors, there is only one designated trail in the province. It would appear that the "easiest way" for the enforcement staff to support regulations is to have your trail designated under the act or to have specific regulations identified in the LOA. There was some scepticism expressed over the possibility of any enforcement effort by provincial authorities. <i>Secretarial note: Under the Trails Act the definition for trail is given under article 3 (i) as "a trail designated by the Governor in Council for recreational purposes pursuant to the provisions of this Act"</i> <i>(website https://nslegislature.ca/sites/default/files/legc/statutes/trails.htm)</i>	
6.	Motorized recreational vehicles on HRTA group trails: The Directors were asked if HRTA has a formal position on the use of motorized vehicles on our trails. The resulting discussion revealed that: <ol style="list-style-type: none"> 1. HRTA does not have a formal position on this issue; but 2. access to funds under HRTA are affected by trail use type. Currently motorized trails are only subsidized to 50% by HRM through HRTA. David MacIsaac indicated this issue needs to be included in the development of the administrative order. The existing language within HRM agreements and policies does not speak about motorized vehicle use of trails other than the subsidization limit.	Information, no decisions taken
7.	HST rebate and direct delivery model: There was a discussion on how the HRM direct delivery model affects groups cash flow. Projects under the HRM direct delivery method result in the HST rebate going to HRM. There was some indication that HRM takes this into account during these projects. For capital projects delivered by the community delivery model the HST rebate (currently 50%) goes to the community group. These funds are used by the trail groups for administrative, maintenance and other projects within their mandates. No groups claimed any loss of capability with the Direct Delivery model and several stated that the expertise available from HRM outweighed any inconvenience from the loss of the HST rebate.	Information
Item	Adjournment Minutes 12 March 2018	Action
	The next meeting will be the AGM - April 9, 2018 at Fairbanks Ctr. (secretarial note – moved to the Lebrun Centre due to scheduling conflicts)	
	Decision: That the meeting be adjourned. Moved by Warren Irvine	Carried