



Halifax Regional Trails Association

Minutes of the Board of Directors Meeting
14 May 2018
Captain William Spry Community Centre

Attendees – Officers and Voting Directors

name	Position/Group	name	Position/Group
Barry Dalrymple	Co-Chair WAAA	Anne Patrick	Past Chair SMBARTA
Holly Woodill	Vice Chair NSTF	Zane Fraser	Treasurer/ PLATA
Michael McFadden	Secretary CHPTA	Ian Watt	Officer COLTA
Paul Berry	Officer WRWEO	Doug MacLeod	AVTA
Karen Sullivan (alt)	BLT	Jim Reid	CCMT
Robert Taylor	FOFL	Cathy McCarthy	FOMI
Karine Renton	HUGA	April Scudder	LCHTCA
Kaarin Tae	MRWA	Stanley van Dyke	MTA
Patricia Richards (alt)	SATATS	Shane O' Neil	SLP&TA
Rick Muzyk	SMBARTA	Walter Regan	SRA

Regrets

John Hawkins	SATATS	Paul Adlakha	Co-Chair SWEPS
Mike Basford	HNWTA		

Attendees – non-voting members

Michel Hindlet	SLP&TA	Dick Evans	MRWA
Paul Euloth	SATATS		

HRM Staff (ex-Officio)

Emma Martin	T&PW AT Comm Program coordinator
Dawn Neil	T&PW AT

Guests

Paul Smith	Uniacke Trails Association, East Hants
Caroline Smith	Uniacke Trails Association, East Hants
Jim Crowell	Blue Berry Run Trail/ Marine Riders

Item	Minutes 14 May 2018	Action
	Greet & eat. A trail tour was conducted on the Norawarren Trails by our hosts, the McIntosh Run Watershed Association. Afterwards, members gathered before the meeting for a bite to eat and to network and socialize.	
	Call to order The Chair opened the meeting at 5:38 pm with a welcome.	
	Welcoming remarks from host; MRWA Kaarin Tae welcomed everyone and provided information on current activities by MRWA. They have an ambitious program of new trails and upgrades that will establish new connections by 2019. Over 3500 hours of volunteer time manually building and maintaining the trails throughout the watershed has resulted in excellent opportunities for everyone to enjoy the back-country trails in beautiful surroundings. She invited everyone to drop by Cyclesmith bike shops to purchase a MRWA T-shirt that shows off all the trails	Information

Item	Minutes 14 May 2018	Action
	and their logo. On behalf of the hosts, Paul Berry gave the acknowledgement that the meeting was being held on unceded Mi'kmaq territory	
	Facilitated Discussion on Topic of Interest. None offered.	
	Approval of agenda. The following items were added to the agenda: Walter Regan requested adding item 18-003 Reduction of maintenance funding FY 18/19 and Item 18 – 004 The need to increase AT trails staff in HRM T&PW.	
	Decision That the Agenda be accepted as amended. Moved by Walter Regan Seconded by Paul Berry	Carried
	Approval of the Minutes of the Directors Meeting 12 March 2018. Draft minutes were available on the HRTA website.	
	Decision That the Minutes of 12 March 2018 be accepted. Moved by Holly Woodill Seconded by Jim Reid	Carried
	Reports and Old Business Minutes 14 May 2018	Action
	Treasurer's report. Zane Fraser highlighted the treasurer's report that was distributed prior to the meeting. There were normal expenditures for meetings, and insurance premiums along with the receipt of the 2 nd installment from the Maintenance Funding agreement leaving a closing balance of \$6,865.69.	
	Decision. That the treasurers report be accepted as presented. Moved by Zane Fraser Seconded by Bob Taylor	Carried
	Capital Funding Committee (CFC) report – Due to absences, there was only a short verbal report provided by Emma Martin. She highlighted the latest version of the Capital Funding Agreement Template and requested that everyone review and if needed get suggested changes to her by Friday.	
	Decision: CFC Report be accepted	Accepted by consensus
	Maintenance Funding Committee (MFC) report. Stan van Dyke briefed the Board members on the impact of the funding shortfall on the MFA discussions. The Maintenance Funding Evaluation Report dated 14 May 2018 distributed prior to the meeting showed the adjustments that are needed. The discussion revealed that there is still a shortfall but adjustments later in the year that are required under the MFA may be able to alleviate the problem.	
	Decision That the MFC report be accepted as presented. Moved by Stan van Dyke Seconded by ?	Carried
	AT committee report Ian Watt noted that the last meeting of the committee (19 April) was poorly attended but David MacIsaac provided the group with an overview of the Integrated Mobility Plan (IMP). The new chair of the committee is Elsa Jackson from the Ecology Action Centre and the Vice Chair is David Jackson. The next meeting is 17 May.	
	Decision: Accept the report as presented	Ian Watt Accepted by consensus
	Events Committee report. The committee has not met. Nothing to report	Information
	NS Trails report. Holly Woodill reported to the Board that NSTF, like many other groups, is in dire need of volunteers and asked all the members to ask their groups to consider working at the provincial level. Trail Patrol Volunteer training will take place at the Shearwater Aviation Museum Tuesday 15 May. The AGM is coming up	Accepted by consensus

Item	Minutes 14 May 2018	Action
	<p>soon and everyone is invited – details on the NSTF website. Current representatives from HRTA are Holly Woodill and John Hawkins with Cathy Klefenz as the alternate. A question was posed about the upcoming Atlantic Transportation Summit (23 May). NSTF is not involved with this event that is sponsored by the Union of NS Municipalities. A number of Directors indicated that they were going to attend the event. Holly noted that the recent trails survey sponsored by NSTF had over 300 participants. When questioned about whether or not the survey analysis report would be made available to HRTA she indicated that the survey was wide ranging and centred more on what users want from NSTF but that it was anticipated that the results would be made available.</p>	
	<p>Decision: That the NS Trails report be accepted as presented.</p>	
	<p>Halifax Staff Report. Dawn Neil provided a listing of current projects funded by HRM. She mentioned the installation of a new type of railing that may be of interest to other groups. Emma Martin gave an overview of the more significant changes in the MFA and CFA documents. There is a significantly increased reporting and invoice submission requirement. Changes should speed up the disbursement process and provide some flexibility towards the end of the FY to adjust allocations. Emma asked the director to provide any recommendations for changes to the documents by Friday so that changes can be made and then submitted to the legal department for review. After discussion, it was agreed that a nil response from a group indicated acceptance of the current draft.</p>	<p>Information</p>
	<p>Executive Committee report. The upcoming meeting on Recreational Trail funding between the HRTA team and the HRM Parks and Recreation staff was discussed. The high standard and level of work of the HRTA Team (Cathy McCarthy, Kaarin Tae, Holly Woodill, Paul Berry, Paul Adlakha, Wendy MacDonald) was noted with appreciation from all present.</p>	<p>Information</p>
<p>A18-04</p>	<p>Recreational Trails Funding – Update Cathy McCarthy gave a review of the HRM Council discussion on the recreational trail funding initiative. The staff were surprisingly uninformed on the proposal indicating it was new to them despite the various meetings and emails over the last year. Councillors with a few exceptions appeared to be unaware of trail developments in HRM. However, some lessons were learned, and the ad-hoc committee has put together some more material (Project selection criteria) to move the project forward in hopes that funding becomes available later in the year. An email was sent out to all 3 May asking for “shovel ready” projects that could be inserted into the program if funds become available.</p>	<p>Accepted by consensus</p>
	<p>Decision: Accept the report as presented</p>	
<p>A18-03</p>	<p>AGM decision Bimonthly meetings The secretary briefed the members on the new schedule (posted on the website) and asked that groups consider hosting the Board meetings.</p>	<p>Information, action by groups</p>
<p>17-2</p>	<p>Sandy Lake Coalition – update Walter Regan talked briefly about the over 1000-acre (400 Hectare) proposal for parks and trails. The maps requested at the last meeting were not available at the meeting but will be supplied electronically.</p>	<p>Information</p>
<p>17-3</p>	<p>Hantsport Railway Trail proposal. Several members emphasised the need to contact our local politicians at all levels to convince them that the railway ROW needs to be purchased for use by community groups to increase our trail network. There is some concern that current legislation will make it very difficult to convert rails to trails. Walter Regan indicated that pressure needs to be brought to bear particularly at the federal and corporate (CN) level to make the conversion possible and at the provincial and municipal level for acquiring the land for trail use.</p>	<p>All</p>

Item	Minutes 14 May 2018	Action
17-5	Provincial enforcement of trails regulations. No proposals came forward at the last meeting and a short discussion revealed that the situation is still problematic, but no specific action was proposed at this time.	information
Item	New Business Minutes 14 May 2018	Action
18 – 001	Nova Scotia Trail Awards The secretary noted that several groups were putting forward nominees in some cases to HRTA for endorsement. Holly Woodill, NSTF rep, indicated that the nominations should go directly to NSTF with supporting documentation.	Information
18 – 002	SATA LoA for the Gaetz Brook Connector Trail – reactions. Patricia Richards reported the successful award of an LoA for the Active Transportation trail. It came after a public consultation process.	Information
18 - 003	Reduction of Maintenance Funding FY18/19. Walter Regan (SRA) made a strong note of displeasure about the reduced funding in the Maintenance Funding Agreement which obligated many groups to cut back on maintenance projects. He felt that the funding was significantly below what was needed and that HRM was getting a very good deal working through the community volunteer groups. There was general agreement that more funding is required but was tempered with the realization that funds were tight all through the system. No other action was proposed.	Information
18 – 004	HRM Trails staffing. Walter Regan (SRA) raised the issue of staffing levels in HRM for trail related issues. He considered the numbers to be very inadequate causing obvious work overload issues and delays in advancing trail issues. In general, other members agreed. HRM staff present did not comment on the issue. Despite the general agreement that more staff were needed no other action was put forward.	Information
18 – 005	Marine Riders Application for HRTA membership. The secretary informed the Board of the membership application for the Blueberry Run Trail sponsored by the Marine Riders ATV club. As a result, there was a discussion on the issue. The application had been distributed to the executive and Directors for consideration. It was agreed that an acceptance vote is required after considering the application. Several Directors indicated that they need to have their Board's decision prior to voting.	Accepted by consensus
	Decision: Defer the vote on the membership application to the next Board meeting	
Item	Information and Announcements	Action
	<p>International Trails Day events (Saturday 2 June 2018). Several groups indicated that they had events planned for this day. More information is available on respective group websites and Facebook pages.</p> <p>Sackville Rivers Association Celebration. Walter Regan invited everyone to the SRA's 30th anniversary celebrations to be held and the Sackville Heights Community Centre 45 Connolly Road Sackville Thursday 7 June 2018 starting at 7:00pm.</p> <p>Halifax Urban Greenway Public consultation. Karine Renton, HUGA, invited everyone to participate in public discussions on the Halifax Urban Greenway 7 June 2018 in the Dalhousie University, LeMarchant Place Atrium 1246 LeMarchant St Halifax. Two sessions are planned: 12:00 noon to 2:00pm and 6:00 to 8:00pm.</p> <p>SMBARTA AGM. Anne Patrick invited everyone to attend their AGM in Upper Tantallon Public Library Community Meeting Room Tuesday 29 May at 7pm. in the Community Meeting. The Guest speaker will be Michael Haynes the title of his presentation is "The Ups and Downs of Trails - What makes a great trail and what doesn't".</p>	

Item	Minutes 14 May 2018	Action
Item	Adjournment Minutes 14 May 2018	Action
	The next meeting will be an executive meeting: 11 June 2018 – place to be determined. Next Board of Directors' Meeting: 9 July 2018 hosted by Sackville Rivers Association.	
	Decision: That the meeting be adjourned. Moved by Paul Berry	Adjourned at 7:05pm

Prepared by Michael McFadden, HRTA secretary

Accepted at HRTA Board meeting -

DRAFT