



EXECUTIVE COMMITTEE MEETING

September 16, 2009

Ontario's Near North Boardroom
Seymour Street, North Bay

MEMBERS PRESENT:

Mark King, Chair

Susan Christian, Secretary

Ken Turner, Treasurer

David Thompson, Member-at-Large

Mike Martel, Member-at-Large

Laurie Bachelder, Member-at-Large

REGRETS:

Bill Beckett, Past Chair

Sharon Kitlar, Member-at-Large

Vic Trahan, Member-at-Large

Walter Reich, Member-at-Large

ALSO PRESENT:

Jennifer McCourt, Program Manager

Julia Hogan, Public Relations Coordinator

Keith Harriman, Harriman and Associates

1. Welcome

Mark King chaired the meeting and thanked everyone for coming.

2. Adoption of Minutes of May 13, 2009

Resolution No. 01-09-16-09 Bachelder/Martel

“That the minutes of the May 13, 2009 Executive Committee Meeting be accepted as written.”

3. Correspondence

Ten correspondence were received – summary attached.

With regards to Gary Bean Sales Tax Consulting, the charge to Discovery Routes for their GST recovery services would be 25% of the total amount they can recoup. The City of North Bay will be contacted to inquire whether an in-kind service could be obtained for help with GST.

4. ATV Raffle

As of September 16, 2009, the ATV raffle has raised over \$4,000. Since June, tickets have been sold during the Nosbonsing Anglers and Hunters' Pike Tournament, during the Trans Canada Trail opening event, at the Magnetawan Fall Fair, at Voyageur Days, and Summer in the Park. The ATV was also stationed at Northgate Square from September 8 until September 13. Tickets are currently available through members of the Nosbonsing Anglers and Hunters, at the North Bay Chamber of Commerce, as well as through Discovery Routes. The ATV will be stationed for two additional weeks at the Northgate Square as well as four Saturdays at the North Bay Mall between October and January.

5. Trail Signage Project Update

The Signage program is a \$220,000 project that will provide up-to-date trail signage to interested groups and organizations across the region. There is potential for provincial and federal funding to cover up to 90% of the project's total costs. Trail partners interested in participating in this project will be required to pay the

final 10% of the costs, as well as an administration fee to Discovery Routes. The funding application to the Rural Economic Development program has been reviewed, and is ready to go to the Board of Directors. Jennifer met with representatives from FedNor, and they are prepared to review the project.

6. Staff Update

Discovery Routes has been approved to participate in the Job Creation Partnership allowing the organization to employ one eligible participant, currently accepting Employment Insurance, for up to 52 weeks.

7. Voyer Trail Project Update

Jennifer, Keith and Mark met with the City of North Bay's Trails Committee to seek help in communicating with ETI to resolve issues of property ownership and to gain permission to build the trail through their property. A request was also made for the City to provide a contribution of \$25,000 towards the project. The City has agreed to consider both requests.

The current issue is to determine when and how to spend the \$131,000 grant from the National Trails Coalition. In order to take advantage of this funding, the project must be completed by March 31, 2010, and matching dollars must be in place. The Program Manager spoke to a financial consultant from TD Canada Trust to determine if Discovery Routes would be eligible for a \$42,000 Line of Credit. If the existing GIC is used to back the loan, then the matching funds would be made available to Discovery Routes. This would give DR the needed time to collect funds from the partners that have made commitments to the Voyer Trail Project.

The following Resolution was carried:

Resolution No. 02-09-16-09 Turner/Christian

"That Discovery Routes Trails Organization apply to TD Canada Trust for a Line of Credit in the amount of \$42,000."

The decision must be made whether to move forward with trail development or wait until the issues with ETI property and the City of North Bay are resolved. The contractor is able to begin work on the East Ferris portion of the trail. There is \$30,000 from both the National Trails Coalition and the Knights of Columbus ready to be spent.

The following Resolution was carried:

Resolution No. 03-09-16-09 Martel/Bachelder

"That Discovery Routes starts the Voyer Trail construction at the East Ferris end."

8. Financial Report

An Income Statement and Balance Sheet covering the period from the last Executive Committee Meeting until September 16, 2009 was presented.

The North Bay and District Chamber of Commerce provided Discovery Routes with a 50% discount on the office rental fee over the past 6 months. Discovery Routes will ask the Chamber's Board of Directors for an additional 6 month reduction.

The following Resolution was carried:

Resolution No. 04-09-16-09 Thompson/Christian

"That the financial report be approved as presented."

9. New Business

- a. An Active Transportation forum is being held in Muskoka on October 15, 2009. Representatives from across the region have been invited to speak on their current projects and programs. The Program Manager and Chair will attend the meeting on behalf of Discovery Routes
- b. Dan Andrews from Trans Canada Trail Ontario has been under pressure to dispose of the four existing rail lines in Ontario, two of which are in Discovery Routes' district. Discovery Routes will contact Dan

and inform him that the organization is interested in the lines, although more research is required in order to determine tax rates and liability concerns.

- c. The Municipality of Callander has finally begun work on the water line project along Cranberry Road. As part of the Trans Canada Trail project, Discovery Routes had intended to pave a section of the trail along the roadway from the end of the Kate Pace Way to Fairway Drive. The project was estimated at \$50,000 in 2002. The funds for this project were used on the Trans Canada Trail in the southern end of Callander and therefore, at this time, there is nothing left for this project. If there is some interest from Callander to pursue this project in the future, Discovery Routes will seek new funding.

10. Date and Location of the Annual General Meeting

Discovery Routes would like to hold the Annual General Meeting at the end of October. Two potential venues for the meeting are in Sturgeon Falls in order to recognize the expansion of the West Nipissing Nordic Ski Club, or in Magnetawan to appease to new partners from the southern portion of the region. A decision will be made within the next week, and invitations will be sent out at the beginning of October.

11. Adjournment

The following resolution was carried:

Resolution No. 05-09-16-09 Bachelder/Turner

“That the meeting be adjourned.”