

Rideau Lakes ATV Club

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<https://www.facebook.com/rideaulakesatvclub>

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Annual General Meeting

May 14th, 2025 @ 7:00 pm

1. Roll Call - Meeting started at 7:01 pm with 23 members present
2. Minutes from last meeting
 - **Motion:** To accept the minutes from the April meeting
 - i. Motion by: Josh Hicks
 - ii. Seconded: Steve Gremmille
 - iii. Motion carried
3. Membership Report
 - 266 members as of May 13th. Up 5 from last meeting. We had over 50 permit renewals since last meeting. It would be interesting to find out if most are autorenewals.
 - Up 3 Annual permits from this time last year
4. Treasurer Report (Robin)
 - April Income - \$1,170.00
 - i. March permit sales
 - April Expenses - \$524.00
 - i. OFATV AGM registration
 - Bank Balance as of April 1st \$11,345.24
 - i. \$6,173.29 of it is owed to the future project fund
 - Future Project Fund \$9,994.09
 - Forecasted revenue for May - \$9,299.08
 - i. Trail Revenue Payout was paid out in May which is \$6,105.41
 - ii. April Permits - \$3,193.67
 - Forecasted Expenses for May - \$11,040.55
 - i. Sign Order - \$1,500
 - ii. Food for AGM--\$400
 - iii. Merchandise-- \$740.55
 - iv. Flail mower--\$5,000
 - v. Trimmer -- \$1,200
 - vi. Lumber -- \$1,400
 - vii. Wooden Posts -- \$900
 - With the income coming in and the proposed expenditures that would still leave us enough money to pay the 2023 budget surplus into the future project fund and still likely leave us a 24/25 surplus of about \$3,430.18

- Taxes have been submitted
 - Motion: To accept Treasurer report
 - i. Motion by: Garry Garland
 - ii. Seconded: Will Healey
 - iii. Motion carried
5. Trail Maintenance Report (Mike)
- Trails are open
 - Potential Projects this year
 - i. Ottawa – New Bridge and trail clearing McMullen Road Allowance
 - ii. Ottawa – New trail by Gilroy Road farmhouse (possible volunteer day)
 - iii. Ottawa – Signage
 - iv. Entire Trail System Signage including trail ratings
 - v. Long Bush – Trail rehabilitation (Bulldozer)-- maybe some stone on top
 - vi. Compost trail – hole by train tracks (fill)
 - Sector Report
 - i. Garry—SF/OVRT Good shape. Wet by train track but passable
 - ii. Josh—South of SF to Thousand Island—Toledo Loop—Suggested to turn into moderate trail. Costing too much to constantly repair. There is a bypass, separate loop, that is easy.
 - iii. Mike S- Everything looks in good shape
 - Trails opened Sunday, Ottawa next month
6. Wardens Report
- 1 trip in April
 - i. 50 kms travelled 2 riders with passes
 - Rob did lots of rides and put them in tonight. 1 incident.
 - We are looking for volunteers
 - We could do a hybrid meeting (virtual and in person)
 - Looking for members who would like to become trail Wardens. Mike will put a call out for new Wardens and look at a training course in June.
 - Change riders to machines or drivers. How do you report it? To be changed to machines? Or do you want both? with this complicate it? We can discuss.
7. Trail Updates (Josh/Mike)
- Ottawa Update — Trails have been approved. Hopefully have license of occupancy by June. Need to put up signs, build a bridge and clear a trail.
 - Merrickville Update — Waiting to hear back from Leeds and Grenville. Priority Leeds Grenville and connection.
 - South Smiths Falls Update — Need to meet with Smiths Falls to get same route as Charity Ride made permanent. Mike to Meet with Paul McMunn to get this done.
 - Beckwith Update – Josh met with township to go over purposed rout. Worries about the Jock River crossing for the spring. Could be a trail we don't open till the summer.
 - Delta Update—no update atm. Josh to talk with snowmobile club to get info of private landowners.
 - Westport Update-- no update.

- North Augusta -- no update. Josh to update new council person. Need a letter of endorsement. Mike to keep on his guy.
 - Kitley Update
8. Quarter Master Report (Josh)
- Sign's
 - i. New directional signs, plus yellow coroplast signs are to be ordered
 - Josh to give sector heads their signs to put up.
 - ii. Wooden posts to be ordered – currently sourcing a supplier. KBC will do 200 for about \$900
 - iii. Currently sourcing steel posts
 - Lumber – quote from Kott for lumber to build a bridge
 - SxS Insurance – looking to add new operators for trail work.
 - **Current Driver(s):** MICHAEL STARR (Principal Driver), MICHAEL FITZPATRICK (Part-time Driver), JUSTIN LEDUC (Part-time Driver), JOSHUA HICKS (Part-time Driver)
 - i. On roll call people will put 'V' for volunteer if they want to be added to the insurance.
 - Additional Equipment. Looking at purchasing a new mower to use for the OVRT as well as another brush cutter. This will allow us to have a set of equipment, and both ends of our trail system (Ottawa and Toledo)
 - Motion: to spend up to \$5,500 on a new flail mower to help maintain our trails including our portion of the OVRT
 - i. Motion by: Rob Ferguson
 - ii. Seconded by: Will Healey
 - iii. Motion is Carried (unanimous)
 - Motion: to spend up to \$1,500 on a new bush trimmer including blade and hedge trimmer
 - i. Motion by: Josh Hicks
 - ii. Seconded by: Ken Stewart
 - Husqvarna-- 5
 - Echo – also more than 5
 - iii. Motion is? Carried (unanimous)
 - iv. Club decided to go with best deal
9. OFATV and District 1 Update
- OFATV AGM in May. Voting delegates will be Robin Bridgman and Josh Hicks. Andy and Julie showed interest. They can use accommodations.
 - i. Motion to pay for 2 non-voting members (Andy and Julie) registration \$700
 - Motion by : Josh Hicks
 - Seconder: Garry McFarlen
 - Motion is? Carried (unanimous)
 - Looking for sponsors for the Rev Up to RideON Raffle, which helps promote rider safety including Youth training, Trail Warden training, and Safety Tools and Outreach. If interested in donating contact info@ofatv.org by June 1st

- Welcome to Our 24th Club – Cochrane ATV Club! We're thrilled to welcome Cochrane ATV Club to the OFATV family! Their trails are live on QuadON, and they're already working closely with Elgin on route connectivity. Help us give them a warm welcome!

10. Marketing and Sponsorship

- Promote POI
- Mike and Julie to talk to put something together

11. RLATVC Merchandise (Josh)

- T-shirts, Ball caps, and stickers are available for purchase
- Howling design order form
- Buy larger stickers
- Lettering on hat as logo is too small
- Will take orders for sizes—contact Howling design directly—we will have a catalogue
 - Motion that the club executives get a hat for free (4 hats)
 - a. Motioned by Rob Ferguson
 - b. Seconded by Will Healy
 - c. Motion is? Carried (unanimous)

12. RLATVC AGM

- Year in Review
 - i. New Club Trail off of the Cataraqui
 - Successful volunteer day
 - ii. Very Successful Charity Ride
 - 200 participants in 120 machines
 - Over \$22K raised
 - iii. \$10K in trail improvements
 - Long Bush trail rehabilitation
 - Trail Maintenance of OVRT
 - Line 7 rehabilitation
 - McConnel Road rehabilitation
 - iv. Trails in Ottawa finally approved
- Budget
 - i. To date we have brought in #32K and have spent \$28K. We are over budget in both Income and Expenses dues to the successful Charity ride (Income: \$8K, Expense \$9K)
 - ii. With the planned income and expenses for May we are forecasted to have a surplus of \$3,430.18.

Current bank balance \$11,345.24

Amount owing to Future Project Fund from 2023/24 surplus \$(6,173.59)

Potential May Income \$9,299.08

Potential Expenses for May \$(11,040.55)

Potential Surplus to Project fund \$3,430.18

- iii. Motion: To approve the estimated 2023 budget surplus of \$3,430.18 be moved to the Long-term Savings account. Final amount will be determined at the end of fiscal (May)

- Motion by: Julie Sere St Jon
- Seconder: Ryan Baker
- Motion carried: Carried (unanimous)
- iv. 2024/25 Balanced budget of \$34,350.
 - Most categories stayed the same with an increase of \$5K in permit revenue and a ride budget of \$8K income and expense
 - Motion: To accept the 2025/26 Rideau Lakes ATV Budget.
 - a. Motion by: Ken Stewart
 - b. Second by: Stephen Clinton
 - c. Motion carried (unanimous)
- Elections
 - i. Since it is an odd year all positions except for the President are up for election.
 - ii. Motion: Nominate Mike as chair to run elections (unanimous)
 - iii. Vice-President currently held by Josh Hicks
 - Nominations: None
 - Josh was elected as Vice-President
 - iv. Treasurer currently held by Robin Bridgman
 - a. *** E-transfers instead of cheques—change to course description
 - Nominations: None
 - Robin was elected as Treasurer
 - v. Secretary currently held by Karen Lavoie—stepping done
 - Nominations: None
 - Vacant was elected as Secretary
 - vi. Chief Warden (Mike Starr)
 - Nominations: Will Healy
 - Will Healy was elected as Chief Warden
 - vii. Trail Coordinator (Josh Hicks)
 - Nominations: None
 - Josh was elected as Trail Warden
 - viii. Volunteer Coordinator (Vacant)
 - Nominations:
 - {Vacant} was elected as Volunteer Coordinator
 - ix. Marketing and Sponsorship Coordinator (Julie Serre De St Jean)
 - Nominations: None
 - Julie was elected as Marketing and Sponsorship Coordinator
 - x. Trail Maintenance Coordinator (Vacant)
 - Nominations: Josh
 - Josh was elected as Trail Maintenance Coordinator
 - xi. Webmaster (Mike Starr)
 - Nominations: Julie and Will
 - xii. Julie was elected as Web Master
 - xiii. Quarter Master (Josh Hicks)

- Nominations: Ken Stewart
- Ken Stewart was elected as Quarter Master
- Updates to By-laws
 - i. Update Bylaws can be found [here](#) or on our website. New updates include
 - Section 2.14, and Section 3.12
 - ARTICLE XIII – which contains all of the new policies below.
 - ii. To ensure we are ONCA compliant and remain a club in good standing we must adopt a few policies. Below are the motions to be presented at the AGM with a link to the policies.
 - Motion: To accept the policy and new by-law Section 2.13 Code of Conduct and Ethics Policy which states; “All board members must sign and adhere by the Code of Conduct and Ethics Policy policy ([RLATVC-02](#))”
 - a. Motion by: Julie Sere De St John
 - b. Seconded by: Ryan Baker
 - c. Motion Carried (Unanimous)
 - Motion: To accept Section 2.14 Consent to be Director which states; “All elected Directors must complete the Consent to be Director or Officer form ([RLATVC-05](#)) within 10 days of being elected accepting the role and duties outlined in the by-laws.”
 - a. Motion by: Rob Ferguson
 - b. Seconded by: Julie Sere De St John
 - c. Motion Carried (unanimous)
 - Motion: To accept Section 3.12 Consent to be Officer which states; “All elected Officers must complete the Consent to be Director or Officer form (RLATVC-05) within 10 days of being elected accepting the role and duties outlined in the by-laws.”
 - a. Motion by: Rob Ferguson
 - b. Seconded by: Julie Sere De St John
 - c. Motion Carried
 - Motion: To add ARTICLE XIII Policies to the by-laws which states; “The following policy documents have been accepted by the Club and members representing the club are expected to adhere by them.”
 - a. Motion by: Josh Hicks
 - b. Seconded by: Ryan Baker
 - c. Motion Carried
 - To adhere by the [RLATVC-01](#) Workplace Violence Harassment Policy as outlined in Policy Document “RLATVC-01 Code of Conduct and Ethics Policy”
 - a. Motion by: Julie Sere De St John
 - b. Seconded by: Liam La Rochelle
 - c. Motion Carried

- To adhere by the [RLATVC-03](#) Alcohol and Recreational Cannabis Policy as outlined in Policy Document “RLATVC-03 Alcohol and Recreational Cannabis Policy”
 - a. Motion by: Rob Ferguson
 - b. Seconded by: Steve Gemmill
 - c. Motion Carried
- To adhere by the [RLATVC-04](#) Anti Bully Policy as outlined in Policy Document “RLATVC-04 Anti Bully Policy”
 - a. Motion by: Julie Sere de St John
 - b. Seconded by: Ryan Baker
 - c. Motion Carried
- iii. Please ensure to review these new policies and changes to the By-laws as they will be voted on and accepted at the AGM

13. Upcoming Events

- Always refer to the OFATV calendar - <https://ofatv.org/calendar/>

14. New Business (Round Table)

- June 6th Volunteer Workday—Gillroy Farm—Address- End of Gillroy Road
 - i. BBQ for the day
 - ii. Julie to get info for Facebook
- Parking for machines/trailers-- Quad on?
- Franktown gas station—still closed—spread the word if it does re-open
- Wardens need renewal
 - i. New Warden
 - Stephen Clinton
 - Will Healey
 - Blake Ferguson
 - Ryan Blake
 - Ken (Pete) Kent

15. Motion: To adjourn the 2024/25 Rideau Lakes ATV Club Annual General Meeting

- Motion by: Ryan Backer
- Second by: Robin Bridgman
- Meeting adjourned at 8:42

Next Meeting is on June 4th @ 7:00pm at the Tap Room.

Roll Call

Mike Starr	Dan Serson
Josh Hicks	Matt Kellar
Robin Bridgman	Mike Rilliey

Julie Sere de St Jon	Ken Stewart
Steve Gemmill V	Gary Garland
Rob Ferguson	Kean Durant
Stephen Clinton	Blake?
Brandon Pinder	Will Healey
Wayne Van Drunen	Blake Ferguson
Stephanye Auclair	Ray ?
Ryan Baker	Kenneth (Pete) Kent
Jacob Gregory	