



Off-highway Vehicle Ministerial Advisory Committee

February 20 - 21, 2007
Halifax, NS

- Attendees:** Laurie Cranton (Chair), Glenn Joudrey (Vice Chair), Jamie Wolverton (SANS), Peter Doucet (ORRA) (day two), James Vance (NSTF), Raymond Plourde (Environment), Dr. Mike Howlett (Health), Paul D'Eon (Safety/Training), David Barrett (Landowner) (day two), Laura Barkhouse (Member at Large), Robert Connell (Enforcement/Police), Charles Atkinson (Industry)
Ex-officio: Susan Hruszowy (for Patricia MacNeil), Derick Stoddard (for John Mombourquette), Peter Labor (DEL), Bernie Clancey (DTW), Ted Scrutton (DHPP), Jennifer Annett (Secretariat)
- Guests:** Lloyd Wallis (for Roger King), Roger Mailman (for Dave Fraser), Paul Arsenault (SNMR) (day two),
- Regrets:** Roger King (Member at Large), David Barrett (Landowner) (day one), Peter Doucet (ORRA) (day one), Dave Fraser (ATVANS), John Mombourquette (OHV Enforcement/Conservation Officer), Patricia MacNeil (DNR), Lucas Wide (DHPP), Angela Chisholm (Tourism), Vacant (Municipal), Vacant (Municipal)

----- Agenda Topics -----

Tuesday February 20 9:00 AM – 4:00 PM

8:30 AM Arrival, Coffee, Muffins		30 min
9:00 AM Welcome, Review of Action Items, Approval of Minutes, Reports (Chair, Secretariat, Fund)	Laurie Cranton, Jennifer Annett, Susan Hruszowy (Fund Report)	1 hr
10:00 AM Trail Development in Nova Scotia	Ted Scrutton	1 hr
11:00 AM Communications (Priority #2) Strategy Development	All	1 hr
12:00 PM LUNCH		45 min
12:45 PM Communications Strategy Discussion	Lucas Wide	1 hr
1:45 PM ATVANS Core Funding Proposal – <i>DEFERRED to Feb. 21/07</i>	David Fraser (done by Roger Mailman)	45 min
2:30 PM SANS Core Funding Proposal	Jamie Wolverton	45 min
3:15 PM Proposal Discussion- <i>DEFERRED to Feb. 21/07</i>	Committee	30 min
3:45 PM OHV Video	All	15 min
4:00 PM Adjournment for the day	Laurie Cranton	

----- Minutes -----

Tuesday February 20 9:00 AM – 4:00 PM

Welcome, Review of Action Items, Minutes, Reports	Laurie Cranton, Jennifer Annett, Susan Hruszowy	1 hr
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Discussion: Chair welcomed members and guests. Chair provided his report. He attended a few OHV association meetings in the last month to share information about the Committee. He gauged the interest of having a new ex-officio position on the Committee for the manufacturers. Committee members were supportive of him discussing this with the Ministers, seeking a manufacturer representative to present a rationale at the March meeting, and seeking candidate(s) as appropriate. The current OHV Industry member noted he can best represent dealers’ interests, whereas manufacturers could bring more resources to the table.

It was noted that the Tourism member (Angela Chisholm) has resigned, and a replacement is being sought through TIANS. Municipal positions remain vacant.

The confidentiality of recommendations to the Ministers was briefly discussed. Further clarification needed.

Action items reviewed. January minutes approved with some minor adjustments. All approved minutes to be posted on www.gov.ns.ca/natr/ohv.

Secretariat provided her report. Website updates have been made, for example, closed course funding recipients listed. Business cards on order for the Chair. Alternates have not yet been approved.

DNR provided Fund report. Feb. 14/07 balance was \$751,639.01 plus a Feb. 2/07 outstanding deposit of \$189,560 for a total of \$941,199.01 plus some accrued interest (amount unknown). Fines are also forthcoming in the future.

Action items:	Person responsible:	Deadline:
Discuss a new ex-officio position for the manufacturers with the Ministers.	Laurie	Mar. 13/07
Arrange for manufacturer rep to present a rationale for Committee membership (ex-officio) at the March meeting.	Laurie	Mar. 13/07
Ask Ministers if Committee recommendations constitute “Advice to the Ministers”. When are the recommendations confidential and when are they not?	Laurie	Mar. 13/07
Post approved minutes to www.gov.ns.ca/natr/ohv .	Jennifer	Mar. 13/07

MINUTES – Feb 20-21, 2007

Trail Development in Nova Scotia	Ted Scrutton	1 hr
<p>Discussion: DHPP circulated 2 handouts “Creating a Positive Climate for Trail Development in Nova Scotia” and “A Provincial Policy for Rails to Trails in Nova Scotia”. Trails also include land and water trails (e.g. portages, public launch sites, ice trails, paddling routes). History of trail development in the province reviewed. Emphasis was placed on embracing all types of trail users. Key factors are: a critical mass of committed, talented and creative people; secure land and water resource base; enabling legislation, policy, by-laws, strategies, and accessible affordable insurance; proliferation of quality, accessible information; nurture a diverse resource base that is supportive of trail initiatives; and, governments committed to supporting trail development and management.</p> <p>The Trails Federation member noted that our trails community model is one of the best in Canada.</p>		
Action items:	Person responsible:	Deadline:
NONE		

MINUTES – Feb 20-21, 2007

Communications Strategy Development/Discussion All		2 hrs
<p>Discussion: The OHV 2006 Media plan was circulated for information. Four fact sheets were also circulated and will be posted on the OHV website and disseminated to the public in hard copy. Future fact sheets to include a variety of OHV graphics. The Committee recognized the need to highlight the facts, but also emphasized the need to communicate benefits. For OHV users, this may mean future positive benefits more so than the current reality. The cultural shift will take time – e.g. you need to trailer to riding locations. The Committee identified the need for more frequent communications with the public/users. Very little done to date. Perhaps the Fund can help pay for some to this. DNR offered their organizational and media mailing and distribution lists.</p> <p>Communications ideas were brainstormed. Adhoc committee was struck to bring more ideas back to the March meeting.</p> <p>Good ideas from other jurisdictions to be further explored.</p>		
Action items:	Person responsible:	Deadline:
Ask Ministers what communications the Committee can do outside government processes.	Laurie	Mar. 13/07
Adhoc communications subcommittee to meet and bring more ideas to March meeting.	Jennifer	Mar. 13/07
ATVANS Core Funding Proposal <i>DEFERRED to Feb. 21/07</i>	Roger Mailman (for David Fraser)	45 min
<p>Discussion: ATVANS guest member circulated the proposed 2007/08 core operating budget. A business plan had been circulated prior to the meeting as background information. ATVANS highlighted key aspects of their proposed business plan. Unanswered questions should be forwarded to the Vice President for clarification. The confidential 2007/08 core operating budget was circulated, discussed and clarifications made. New operational activities were proposed particularly around member recruitment, communications, and human resources. It was noted by the Committee that ATVANS is still in its infancy, and the need for organizational capacity was recognized especially considering the number of members and non members it can benefit.</p>		
Action items:	Person responsible:	Deadline:
NONE		

MINUTES – Feb 20-21, 2007

SANS Core Funding Proposal		Jamie Wolverton	45 min
<p>Discussion: SANS member circulated the current SANS Trail Guide, Sno' Trails Magazine, and a slide deck. The history of the SANS organization and current/future operational activities were reviewed. A confidential 2007/08 core operating budget was circulated with new operational activities proposed around member recruitment, club initiatives, and other organizational capacity building expenses. Project funding will also be sought in addition to core funding. It was noted, SANS primarily serves its registered members.</p> <p>As an aside, DNR announced that some SANS trails have officially been designated by the Province as snowmobile trails, therefore permits are now enforceable by law on those sections. Congratulations to SANS.</p>			
Action items:	Person responsible:	Deadline:	
NONE			
Proposal Discussion		Committee	30 min
<i>DEFERRED to Feb. 21/07</i>			
<p>Discussion: An estimated \$240,000 may be available for one-time 2007 core funding for SANS, ATVANS, and NSORRA. All three proposals were discussed and a full consensus was reached on the amounts the Committee will recommend to the Ministers.</p>			
Action items:	Person responsible:	Deadline:	
A full consensus was reached to add the details of a one-time 2007 core funding recommendation for SANS, ATVANS, and NSORRA to the original February 7/07 recommendation to the Ministers. Results of the recommendation to be discussed at the March meeting.	Laurie & Susan	Mar. 13/07	
OHV Video		All	15 min
<p>Discussion: ATVing in Maine video shown. The Committee would like to see something similar in Nova Scotia. The video also sparked interest in other jurisdictions. Enforcement member (ex-officio) offered to share information he has from other jurisdictions.</p>			
Action items:	Person responsible:	Deadline:	
Seek quote from Communications Nova Scotia for an OHV video.	Susan	Mar .13/07	
Enforcement member (ex-officio) to arrange presentation on OHV management in IOWA.	John	Mar. 13/14 or Apr. 10/11, 2007 if possible	

Other Information

Meeting Adjourned: 4:30 p.m.

----- Agenda Topics -----

Wednesday February 21 9:00 AM – 4:00 PM

8:30 AM Arrival, Coffee, Muffins		30 min
9:00 AM Service Nova Scotia Qs & As	Paul Arsenault, Registrar	45 min
9:45 AM Finalize Vision	Paul D'Eon, et al	30 min
10:15 AM Trail/Park Network & Subcommittee (Priority #3)	Laurie Cranton / Laura Barkhouse	45 min
11:00 AM New Legislation: Rallies <i>DEFERRED to Mar.13-14/07</i>	Peter Labor & Ted Scrutton	1 hr
12:00 PM LUNCH		45 min
12:45 PM Member Topics: Enforcement Multi-use Trails	Robert Connell Jim Vance	30 min
1:15 PM NSORRA Core Funding Proposal & Exemption Request Update	Peter Doucet	45 min
2:00 PM Parking Lot <i>(Not Used)</i>	All	45 min
2:45 PM 2007 Meeting Schedule	All	15 min
3:00 PM Summary of New Recommendation(s) to Ministers, Next Steps	Laurie Cranton	1 hr
4:00 PM Adjournment	Laurie Cranton	

----- Minutes -----

Wednesday February 21 9:00 AM – 4:00 PM

Service Nova Scotia Qs & As

Paul Arsenault, Registrar

45 min

Discussion: Registrar circulated information from the Service Nova Scotia website on the process of registering an OHV, plus the registration form and the exemption form. He also circulated a registration category list. He described the registration process and the difficulty in monitoring exemptions. The Committee agreed a better information system would help produce better data for enforcement and for the Committee to make better recommendations to the Ministers. The Registrar indicated they are moving to a real-time system at Registry of Motor Vehicles, and better data should be available by this fall. Update on the status of this system noted as future agenda item.

Committee was told there is a shortfall of resources at RMV. Any new proposed changes (e.g. different permitting system for those exempted from payment of Infrastructure Fund) would need to come with resources. Proposed changes should come with supporting research & rationale. Options should consider the issues of visibility, counterfeiting, new costs, inventory management, staff resources, safety, and enforcement & user implications.

The Registrar confirmed it is possible to send OHV information with OHV permit renewal notices. The Committee is to contact him to make these arrangements in the future. OHV renewal notices are sent in November.

Action items:	Person responsible:	Deadline:
New recommendation on permit stickers to be drafted for approval by the Committee.	Laurie	Feb. 28/07
Permit sticker recommendation to be forwarded to the Ministers.	Laurie	Mar. 7/07

Finalize Vision

Paul D'Eon, et al

30 min

Discussion: Draft vision circulated and the Committee word-smithed until it was approved. Thank you Paul and group for taking the lead on this.

Action items:	Person responsible:	Deadline:
Post final vision on www.gov.ns.ca/natr/ohv on the Committee page.	Jennifer	Mar. 13/07

MINUTES – Feb 20-21, 2007

Trail/Park Network & Subcommittee		Laura Barkhouse (Co-chair) / Laurie Cranton	45 min
<p>Discussion: Co-chair summarized the first meeting of the Trails Subcommittee which occurred on Feb. 6 in Halifax. Report submitted for the meeting files. Members are: Laura Barkhouse (Co-chair), Stan Slack (Co-chair), Corey Robar, Joe Treen, Floyd Cock, Kermit DeGooyer, Sandy Anderson, Steve Vines, and Ted Scrutton. A big concern identified was access to public highways and roads. The subcommittee will continue to explore trail/park network issues including a funding process for trail development applications to the Fund.</p>			
Action items:		Person responsible:	Deadline:
Report subcommittee progress at next meeting.		Laura	Mar. 13/07
New Legislation: Rallies <i>DEFERRED to Mar.13-14/07</i>		Peter Labor & Ted Scrutton	1 hr
<p>Discussion: Environment member (ex-officio) circulated a handout of potential verbiage/considerations for a new regulation on rallies. Discussion to occur at March meeting.</p>			
Action items:		Person responsible:	Deadline:
Review information circulated to prepare for March discussion.		All	Mar. 13/07

<p>Member Topics: Enforcement, Multi-use Trails</p> <p>Discussion: Enforcement member expressed the need for an enforcement subcommittee at this time. He met with RCMP and the Minister of DNR to gauge interest. Committee is supportive and suggested potential members for a subcommittee. Enforcement member (ex-officio) was also asked to bring information to the March meeting for more discussion. Members were reminded to notify the Chair of any significant meetings planned.</p> <p>As an FYI, the Trails Federation member circulated a list of multi-use trail projects that may seek Infrastructure Fund dollars. He acknowledged one group on the list who has already submitted a proposal to the Secretariat. Secretariat gave the proposal to the Trails Subcommittee co-chair for future consideration.</p>	<p>Robert Connell, Jim Vance</p>	<p>30 min</p>
<p>Action items:</p> <p>Adhoc enforcement subcommittee to meet and bring more ideas to the March meeting, including proposed guiding principles and a job description.</p> <p>Adhoc enforcement subcommittee to draft a plain language synopsis of OHV legislation, regulations, and fine schedule for future circulation to enforcement agencies. Synopsis to be shared at the March meeting.</p> <p>Information on fine collection (e.g. linking to Master # and driver's abstract as "moving" violation), plate identification options, dealing with habitual offenders, and other ideas to help improve OHV enforcement to be presented in March.</p>	<p>Person responsible:</p> <p>Robert</p> <p>Robert</p> <p>John / Derick</p>	<p>Deadline:</p> <p>Mar. 13/07</p> <p>Mar. 13/07</p> <p>Mar. 13/07</p>
<p>NSORRA Core Funding Proposal & Exemption Request Update</p> <p>Discussion: NSORRA member presented slides on PowerPoint. The brief history of the NSORRA organization, purpose and proposed operational activities were reviewed. A confidential 2007/08 core operating budget was discussed with member recruitment and training promotion as key initiatives. While the amount requested is low, NSORRA indicated it would be an appropriate amount for them to grow as an organization and better serve its members this year.</p> <p>Exemption for plates being considered by government for the motocross community. An exemption for the Infrastructure Fund for motocross riders may be sought by NSORRA.</p>	<p>Peter Doucet</p>	<p>45 min</p>
<p>Action items:</p> <p>NONE</p>	<p>Person responsible:</p>	<p>Deadline:</p>
<p>2007 Meeting Schedule</p> <p>Discussion: The 2007 meeting schedule will be the second Tuesday and Wednesday of each month in Halifax unless otherwise noted.</p>	<p>All</p>	<p>15 min</p>
<p>Action items:</p> <p>NONE</p>	<p>Person responsible:</p>	<p>Deadline:</p>
<p>Summary of New Recommendation(s) to the Ministers, Next Steps</p> <p>Discussion: Two recommendations (funding, permits) will be forwarded to the Ministers.</p>	<p>Laurie Cranton</p>	<p>45 min</p>

Action items:	Person responsible:	Deadline:
Meet with Ministers to discuss all recommendations and report on Committee progress.	Laurie, Jennifer	Mar. 12/07

Other Information

Meeting Adjourned: 4:20 pm

Next Meeting: Tuesday March 13 – Wednesday March 14, 2007 in Halifax (9:00 am – 4:00 pm).