



West Carleton ATV Club (WCATV) Meeting Minutes

Date: April 24, 2025

Time: 7:00 PM

Location: Ridge Rock Brewery Carp

Executive Members in Attendance

- Dwayne Jones
- Bob Leclair
- Sheryl Leclair
- Dimitri Brokovich
- Phil Aldis

1. Welcome and Call to Order

- Meeting called to order by Dwayne Jones.
- Purpose: Chapter Information Meeting regarding the opening of new trails in West Carleton.

2. Topics Discussed

Trail Permits

- Importance of purchasing permits and selecting WCATV as the home club on the permit website to benefit the club directly.

Trail Launch on Quad On App

- Presented by Dimitri Brokovich.
- Trails will be visible but marked as closed until trails are prepared and proper signage installed.

Trail Maintenance and Volunteer Recruitment

- Emphasized need for volunteers for maintenance activities.
- Volunteers are especially needed for tasks such as signage placement.

Insurance Overview

- Dwayne Jones explained current club insurance:
 - Club liability insurance.
 - Individual personal liability insurance for riders.

Pre-Opening Next Steps

- Awaiting Occupancy Permit from the City of Ottawa (expected mid-May).
- Waiting for the OFATV to approve new signage standards (outcome from the meeting last Wednesday still pending).
- Placement of necessary trail signage once approvals and materials are received.

3. Post-Opening Considerations

Volunteer and Trail Warden Recruitment

- Further recruitment needed for trail maintenance and enforcement.

Enforcement of Trail Rules

- Discussed methods for rule enforcement, emphasizing the importance of self-regulation by riders.
- Reminder that this is a two-year project, and maintaining a positive relationship with landowners and the public is critical.

Complaint Management

- Recognized the need to develop a structured process for handling complaints and public relations.
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4. Volunteer Recruitment Update

- All meeting attendees signed in, with many providing contact information and willingness to volunteer.
 - Immediate need for volunteers for signage placement along the rail line.
 - Additional volunteers will be sought for ongoing maintenance and operational needs.
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5. Quebec Club and Vydon Acres Bridge

- Awaiting a response from a Pontiac Club representative; outreach emails have been sent.
 - The Vydon Acres bridge remains closed. Bob Leclair has contacted CNN but has not received a response.
 - The Quyon Ferry was proposed as an alternative to reach Quyon from Ontario.
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6. Trail Expansion

- Need to initiate discussions with local landowners for potential trail access permissions.
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7. Question and Answer Session

- Positive feedback from attendees.
 - Many questions were answered thoroughly, and excitement for the new trails was evident.
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8. Next Steps

- Rail Line Ride scheduled for Saturday, May 3 (*not shared with attendees*).
 - Obtain License of Occupancy from the City of Ottawa (target: mid-May).
 - Finalize new signage requirements (awaiting update from Dave).
 - Order required signage once specifications are confirmed.
 - Organize a work party with volunteers for signage installation.
 - Recruit additional trail management volunteers and trail wardens.
 - Open trails on the Quad On app once ready.
 - Plan next executive meeting for the last Thursday in May:
 - Decide whether it will be open to all members or only to executives.
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Adjournment

- Meeting adjourned following discussion of next steps and action items.



WCATV Club Meeting Agenda

Date: Apr. 24, 2025

Time: 7:00PM

Location: Ridge Rock Brewing Company, Carp, ON

Attendees:	President, Philip Aldis (Google Meet)	Vice President, Dwayne Jones
	2nd Vice President, Robert Leclair	Treasurer, Sheryl Leclair
	Secretary, Nancy Montgomery	Director of Trails, Dmitry Brovkovich
	Director of Events, Jennie Joly	

Welcome & Opening Remarks - Dwayne Jones and Phil Aldis (if available)

- Call to order
- Brief overview of meeting purpose

City Approval Update – Dwayne Jones and Phil Aldis (if available)

- Summary of the new trail and road network approved by the City of Ottawa
- License of Occupation

Signage – Bob Leclair

- Signs for WCATV - Needs information on how to rate trails (the trail rating guide), information on how to purchase the trail rating signs for their trails, the OFATV sign guide, guidance on who the OFATV recommends to purchase their trail signs from

QuadOn Map update – Dmitry Brovkovich

- Training
- Red trail start until allowances are legal

Volunteer Recruitment - Dwayne Jones and Phil Aldis (if available)

- Volunteers needed for Warden and Maintenance assistance
 - Start list during meeting & add to minutes
- Secretary – Position Open
- Volunteer Coordinator – Position Open

Adopting the new OFATV Bylaws - Dwayne Jones and Phil Aldis (if available)

- Motion to adopt new Bylaws using the template

Quebec Club Connection – Sheryl Leclair

- Update on communication with Quebec ATV club at Quyon Ferry

Club Events – Dmitry Brovkovich & Jennie Joly

- Next Club Social Ride

Trail Expansion

- Establish a brief overview plan for expansion
 - Outreach to local farmers and landowners
 - Request for ideas on landowners to approach

Budget & Funding

- Current funds available
- Budget approval for promotional materials, signage, and events

Next Steps & Action Assignments

- Review of all tasks and assigned team leads
- Set deadlines for each deliverable
- Confirm next meeting date

9. Open Floor / Member Questions

- Additional comments or ideas from members

10. Adjournment

NOTES FROM LAST EXEC Meeting for WCATV:

AGM & Administration

- Dwayne: Continuing review of our insurance coverage. *Phil will send the full policy document to you shortly for further review.*

Trail Coordination

- Dmitry: Shared the QuadON trail update – plan is to activate trails where possible and mark all others as closed accordingly.

Community Engagement

- Sheryl: Will draft a sample response to the Vydun Acres Facebook message and circulate to the board for feedback.
Also, please gather information on the Quebec ATV Club and identify a contact person we can reach out to.

Infrastructure & Signage

- Bob: Provided an update on CN Rail matters and ongoing signage initiatives.
Clear and consistent signage of trail rules will play a key role in promoting safe and legal riding.

Marketing Plan

- We agreed to start small with our messaging and adjust our marketing plan as the season progresses.
Primary focus: *Promote Safe, Legal Riding.*

Point Dining Lounge

- Phil clarified the previous communications error regarding the Point Dining Lounge.
Phil will also send the agenda for the next club meeting (April 24th, 7:00 PM at RidgeRock) to Bob and Dwayne.

ARAC & Licensing

- Ryan Thompson (City of Ottawa): Shared that the License of Occupation may be ready by mid-May.
It will include details about permitted uses, relevant bylaws, and related responsibilities.

One Pass Update

- The concept of a "One Pass" for all clubs is still under review by OFATV. We'll keep an eye out for updates.