

1

Atlantic Canada Trail Riding Association
Annual Spring Meeting
April 27th, 2025

Call to Order: Chair-person Jennifer McDonald Called the meeting to order at 1:02. She reminded the group that speakers will have a five minute window for presentation.

Attendance: In Person; Jennifer McDonald, Kim DellaCioppa, Kim Crowell, Lucy Rudge, Sylvia Gillies, Kora McDonald, Dayna Stevens, Elwood Munroe, Donna Munn, Karen Jonah-Brown.

Virtually; Pam Rustige, Lynn Beazley, Delle Fairclough, April Haliburton, Emily Murphy, Bev Elliott, Niki Petrie, Aleida Tweten and Carrilee Eddy.

Due to Secretary's previous commitment, Sylvia Gillies agreed to take minutes.

Past Minutes: The minutes of the 2024 Annual general meeting were approved as forwarded to the members.

DIRECTORS REPORTS

Treasurer Report: (attached) Treasurer April Haliburton reviewed the report. She noted that there has been some more memberships since the closing of the report. Dayna Steeves asked about the income from the fundraiser initiated last year. April said that there was a total of \$51 and it was deposited and shown on the last balance statement. Kim D moved the adoption of the report, Kora M seconded, motion passed.

Rules update: (attached) Given by Rules Director Lucy Rudge. Lucy reminded everyone to check the rule book on the web page for updates rather than the hard copy of the rule book. Kim D moved the rules report be approved as read, seconded by Kim C, carried

Sanctioning: (attached) Given by interim sanctioning director Kim Crowell. Kim also mentioned that entries for the mud run are now open. Discussion regarding finding a replacement for resigned sanction director Christie Cox sanction was moved to new business. Sylvia G moved the adoption of the report, seconded by Lucy R. Motion passed.

Statistician: Director of Statistics Sylvia Gillies gave a verbal report that email and website have been turned over and currently the web page appears to be working.

Public Relations/newsletter: (attached) Read by PR director Kim Crowell. The report was amended to note that the letters that were developed for past members had not yet been sent.

Aleida Tweeten suggested that we increase awareness of our club in PEI through clinics etc. as it may help gain some new interest/ memberships. Sylvia G moved the adoption of the report as amended. Kim D seconded. Passed

COMMITTEE REPORTS:

Veterinary incentive: (attached) As requested by the membership at the Annual General Meeting, a committee was struck to review the guidelines for the Vet incentive program. Sylvia Gillies presented a draft proposal. There was discussion on what should be proposed as a guideline regarding multi-day rides at the same event. Kim C. moved that the report be amended to read that ACTRA will only provide incentive for one day of a multi-day event regardless of eligibility for any other days. Seconded by Kim D. One against. motion passed.

There was also discussion on protocol for the situation where a particular ride in an event does not go for various reasons, ie. Lack of entries, last minute cancellations, not meeting minimum ride entries. etc. Sylvia reported that in many cases it is out of control of the Ride Managers and therefore, providing all other criteria listed is met, the incentive should be paid. It was decided that at this time the draft guidelines would not be amended to include this issue.

Guidelines for new Ride Managers. Kim C. and Jennifer M. are currently working on this and hope to have something drafted by the fall meeting.

Constitution and By-Laws: (Attached): presented by Kim C. A draft copy of the revised Constitution has been approved by the Board of ACTRA for distribution to the members. Members are asked to review the document over the summer and present any questions or concerns to Kim C or Sylvia G. with the hopes that it will be finalized and approved at the 2025 AGM and come into effect in 2026. The committee feels that an updated constitution will give the Board a more consistent, documented path regarding the business of Administering the club.

OLD BUSINESS:

Member engagement: Letters have been drafted for past and potential members. These will go into the sanction kits for Ride Managers.

PSO's- Ride Managers are responsible for checking that all ride entries are current members of their provincial sport organization. This should be listed in the Rise Managers checklist. A check box on the form is not sufficient as it does not prove that an entry is current. Sylvia suggested that Ride managers can ask for a picture of the current PSO card to be sent via the internet as one way to help reduce the time spent searching memberships.

Education for riders on concussion and dehydration protocol. The suggested EC modules on these issues is not appropriate as one needs to be an EC member to take the course. The board will continue to search out other sources to add to the web page/newsletter.

Club Name change This will be deferred until after the new constitution is in place as it better defines a better protocol and procedure for changing any item in the constitution.

Streaming Meetings: This was the clubs first attempt at officially live-streaming our Member meetings. For this meeting Face Book chat was chosen as it was thought to be more accessible. This appears to be a positive addition to our meetings and may help get more members involved as traveling to attend in person can sometimes be a road block.

Intro to Endurance Rides: It was moved by Kim D. and seconded by Kim C. that rule 7.1 be updated to include the sentence "The time limit for each ride is at the discretion of the ride manager." AND rule 7.7 should be updated to read "Miles are awarded to both equine and rider upon meeting completion requirements. Ride results (without placings) will be will be reported to ACTRA and will be published. Motion passed

Trail Horse score card: Kim C. and Lucy R. will be working to clarify the leg protection wording in the rule book as well as removing the percentage scores on the scorecard as they are no longer used and scoring is at the judges discretion. It was also suggested that the score percentages on the Horsemanship sheet be removed for the same reason. There was some discussion on how this was to

be achieved as the sheets are not editable. This will be investigated further but there may be a possibility that the sheets will have to be created new.

Members only Facebook: In the interest of expediency when sending out messages to members on the facebook page the board has made the decision to remove Post approval for Board members only. To ensure the site stays specific to ACTRA content Post Approval for General members will remain.

Director missed meeting: reference to Article 9.7 in the constitution. Action item: to change the current wording away from having a board member removed if three meetings are missed to more asking the board member to step down if they fail to fulfill their responsibilities.

NEW BUSINESS:

Sanctioning Director: A plea was put out to the membership to find someone to fill in as sanctioning director for this year. Aleida Tweeten said she may consider the role. Kim C. will get in touch with her to discuss this further.

Call for member action:

Question; Can we continue to have a club with so few members? At the end of the day the numbers do not lie. Can we do enough so that we will go out with a bang? Or will it be a whimper?

Suggestions to improve membership/increase number of rides:

- Drop or lower the sanction fee for ride managers
- find benefactors who would be willing to pay a ride entry or two.
- Show the club in a positive light ie; Lynns You Tube channel, lowering negativity on the non members page
- Have Ride Managers work together to plan the season rather than competing with one another for dates. Developing a Ride manager chat group.
- Increase Posting on the PSOs sites
- possibly the addition of non competitive rides/ memberships. (insurance?)
- multi year and or extended memberships

It takes a lot to show up to a ride and it takes a lot to put on a ride. We need positive energy and effort to ensure the club continues.

Added agenda items;

Sanction Kits: Given that the costs to mail kits to Ride managers are increasing, and given that some Ride managers have the ability to print their own kits Kim C. moved, seconded by Kim D. that the sanctioning director can provide Ride Managers with two options for dispersal of sanctioning kits, 1) Sanction Director will print and mail required kits, or 2) Ride manager can print off their own kits and request expense reimbursement of up to \$25. Motion passed. Ride managers can use the expense reimbursement form on the website.

End of season: Because the year ends have been moved ahead to the first Saturday in November it was decided that the ride season will end on October fifth, with all results into the statistician by October 12th. Any rides sanctioned after the fifth will be added to the next years results.

Meeting adjourned, next meeting Annual general Meeting November 8th 2025.