



**Whitehorse Cross Country Ski Club
Board of Directors Meeting**
Thursday, August 26th, 2021, 7:00 p.m.
Meeting held at WCCSC chalet

MINUTES

ATTENDEES

Board Members

Jean Paul Molgat, President
Craig Thur, Secretary
Sarah Murray, Director

Stuart Hamilton, Director,
Leslie Gomm, Director

Club Management

Ben Poudou, Club Manager Jan Polivka, Operations Manager

Regrets: Jonathan Kerr, Vice-President, Adam Greenwood, Treasurer, Jan Downing, Director
Julie McVicar, Director, Dermot Flynn, Past President

1. Call to Order

Jean Paul called the meeting to order at 7:05 pm.

2. Approval and Additions to Agenda

Jean Paul requested that an Agenda item be added for the unbudgeted board approval of the already purchased 2011 Toyota Tundra truck. A truck was required to replace the 2006 Dodge Ram. Item added. Leslie Gomm moved to approve the Agenda with the additional item. All in favour. Carried.

3. Review and approval of the draft Minutes from July 7th, 2021

Review and approval of the draft Minutes from July 7th, 2021. Stuart moved to approve. All in favour. Carried.

Updates

4. Board Committee Updates

Note During the Strategic Planning Implementation meeting on Thursday, December 17th, 2020 the board members leading the **Strategic Plan Action Items** were determined.*

A through K below are the Strategic Plan Action Items.

At this board meeting updates were provided for all Action Items. The updates reported are in **olive green font**:

A. Action Item: Work with under-represented communities to explore ways that the club can provide an inclusive, respectful, barrier free and welcoming environment for everyone.

Co-Leads: Julie McVicar with Adam Greenwood and Ben Poudou.

Update: 1. Julie and Adam were not present at the board meeting. They are to meet with Kelly Proudfoot and report back to board. 2. Ben Poudou is preparing a demographics/diversity and inclusivity survey that can be accessed via a link on the WCCSC 2021/2022 membership registration web page. Membership registration will begin on September 1st, 2021. The board discussed the limitations of this survey in that it will only capture people who visit the website and specifically those who are purchasing a membership.

B. Action Item: Develop and implement a volunteer recruitment, orientation/training, human resources and recognition strategy.

Lead: Ben Poudou

Update: Ben Poudou is working on an event and project volunteer sign up page that will be highlighted on the WCCSC website.

C. Action Item: Work with Cross Country Yukon to plan for and develop the capacity needed to effectively host competitive racing events such as Nationals, and to prepare for the 2027 Canada Winter Games.

Lead: Jonathan Kerr with Stuart Hamilton, Sarah Murray and Julie McVicar.

Update: Sarah will continue with this during the 2021/2022 season. WCCSC members and CCY board members Diane Billingsley has expressed an interest in officials training and the WCCSC board will provide support for Diane to proceed.

D. Action Item: Develop an asset management strategy to facilitate a transition to equipment that optimizes development and management of the trail network while also reducing staffing, operational and environment costs.

Lead: Jan Polivka with Adam Greenwood and Jan Downing

Update: Jan Polivka informed the board that City of Whitehorse manager Cathy Dyson has told him that WCCSC owns the Pisten Bully shed despite the WCCSC's lease with the city suggesting

otherwise. Jan is currently working with the city to have large concrete barriers placed between the Pisten Bully shed and the adjacent bank of the small hill on the west side to mitigate erosion.

E. Action Item: Work with Biathlon Yukon, Sport and Recreation Branch of the Yukon Government, CCY and City of Whitehorse and others to explore the feasibility of integrating the sport of biathlon with our organization.

Lead: Jean-Paul Molgat with Leslie Gomm.

Update: Jean Paul had previously informed the board via e-mail that following the completed feasibility study Biathlon Yukon will be remaining at their Grey Mountain site.

F. Action Item: Work with membership, government and environmental organizations to assess our current environmental footprint before developing a long term climate change policy and plan.

Lead: Leslie Gomm with Jan Downing and Jean-Paul Molgat

First Task: Leslie to prepare a work plan. Being able to determine WCCSC's current environmental footprint will likely be necessary.

Update: Jean Paul has been in contact with what is primarily a downhill a skiing initiated organization called Protect Our Winters ("POW"). Jean Paul will arrange a meeting or discussion with the local representative of POW to gather more information about this organization and its strategies.

G. Action Item: Work with Yukon Government and the City of Whitehorse toward renewed and more certain tenure arrangements to replace, expand or strengthen the current seasonal License of Occupation.

Lead: Sarah Murray with Dermot Flynn

Update: 1. Jean Paul updated the board that he will be arranging to meet with Atco to determine if the ski club's purchase of the Atco owned land could be negotiated.

2. It will also be necessary to meet with the City of Whitehorse and Yukon Government to discuss the best means of establishing WCCSC tenure over the trails in a more permanent and secure way than by simply renewing the existing License of Occupation.

3. Jan Polivka informed the board that he has received a comprehensive addendum to WCCSC's existing License of Occupation ("LOC") that includes permissions for the Skyline Trail, the rebuilt Harvey's Hut and the new Upper Valley Memorial Hut. Jan will continue discussion with YG Lands Use Planning manager Susan Antpoehler to determine how best to replace WCCSC's LOC which expires in 2024.

H. Action Item: Conduct a comprehensive safety assessment of the trail system, equipment and the Chalet, including operations and programs and implement identified recommendations to improve or enhance safety.

Lead: Jonathan Kerr with Craig Thur, Ben Poudou and Jan Polivka.

Update: This action item has been completed.

Stuart Hamilton moved that the Health and Safety Committee and the Policy Committee be dissolved. All in favour. Carried.

I. Action Item: Continue the transition toward and implement policy-based governance.

Lead: Jean-Paul Molgat with Jonathan Kerr, Bengt Pettersson and Fraser Pearce

Note: Policy based governance is an ongoing process and therefore policy review may be on the Agenda for most future board meetings.

Update: The board has now finished its work on producing a WCCSC Policy Manual.

Stuart Hamilton moved that the Health and Safety Committee and the Policy Committee be dissolved. All in favour. Carried.

J. Action Item: Work with Cross Country Yukon to formalize roles, responsibilities, timelines, communications and joint planning protocols and other relevant matters.

Lead: Jean-Paul Molgat with Leslie Gomm

First Task: Committee meeting and meeting with CCY.

Update: Leslie would like the stadium proposal report prepared by the City of Whitehorse to be the basis of a discussion between WCCSC and CCY. Leslie and Jean Paul will meet with new CCY President Mattias Prudon.

K. Action Item: Develop a staff retention, recruitment and training plan to ensure WCCSC continues to have the professional capacity needed to meet the current operational needs and to achieve strategic goals.

Lead: Craig Thur with Adam Greenwood and Sarah Murray.

Update: This committee work is ongoing however much was accomplished over the last year in terms of WCCSC paying its managers a competitive wage with benefits.

Standing Items

5. Financial Reporting

- Adam

Adam Greenwood was not present however Jan Polivka informed the board that bookkeeper Corinna Warren will request 50% of the total \$370 000.00 from both CDF and Lotteries in order to make the 1st payment for the Pisten Bully which is to be delivered by the end of October.

6. Club Manager's Report

Ben prepared a written report. Planning for the 2021-2022 season is well underway.

Ben will initiate a free use of stadium pilot project focussed primarily for families with young children and senior citizens so that they can ski in the stadium with a pass obtained free of charge.

Ben will wait until closer to the start of the skiing season before announcing WCCSC's COVID-19 mitigation strategies and rules. The board members present were in favour of implementing a rule whereby anyone who is not vaccinated cannot enter the wax room without a mask.

The survey Ben is working on hopes to capture club member demographics and more during the 2021-2022 membership drive.

7. Operations Manager's Report

Jan provided a written report.

The city will be placing large concrete barriers between the Pisten Bully shed and the adjacent bank of the small hill on the west side to mitigate erosion.

Permission to increase the size of the parking lot at the Fish Lake Road access point to the Skyline Trail was denied by YG.

WCCSC has a 5 year plan that is regularly updated. This plan should be considered when deciding about how to spend the club's financial surplus.

8. President's Report

Jean Paul

Since permission to increase the size of the parking lot at the Fish Lake Road access point to the Skyline Trail was denied by YG a meeting with Highway and Public Works Minister Nils Clarke and Community Development Minister Richard Mostyn may be necessary with the focus being safety along that point of the road. It is not safe to have people parking roadside.

Jean Paul will set up a meeting this fall with the government's Minister of Sport and Recreation in order to keep WCCSC front of mind and to discuss lasting tenure over the trail system.

Discussion and Decision Items

9. Biathlon Yukon Feasibility Study

Jean Paul will send a letter to the Biathlon Yukon Board of Directors thanking them for letting WCCSC participate in the study and ask if we can add the final report to the WCCSC website and inform WCCSC membership of the completed study and its outcome.

10. Snowmaking MOU

The draft MOU was approved by the board members present and it will be sent to Allain Mason of CCY for his review and CCY's agreement.

11. New Trail Development

Jan Polivka

There was further discussion about the work Jan Polivka and Marcus Waterreus are doing to plan for the development of a new trail beyond Best Chance Corner out to the Gravel Pit in order to create a dog friendly loop at the southern end of the WCCSC trail system. If YESAB approval is received work on this trail will occur in the summer of 2022. Leslie Gomm moved that WCCSC commence with the application process for this proposed trail. All in favour. Carried.

12. WCCSC 2020/2021 AGM

The AGM will be held on Wednesday, October 13th, at 7:00 pm and can be attended in person in the WCCSC wax room or via Zoom.

Adjournment: The chair adjourned the meeting at 9:01 pm

Next Board Meeting: Thursday, September 23rd, 2021