



**Whitehorse Cross Country Ski Club
Board of Directors Meeting**
January 8th, 2019, 7:00 p.m.
Canada Games Centre Boardroom

MINUTES

ATTENDEES

Board Members

Dermot Flynn, President

Jonathan Kerr, Vice
President

Craig Thur, Secretary

Adam Greenwood, Treasurer

Marcus Waterreus, Director

Aisha Montgomery, Director

Regrets

Susan Tinevez, Director

Club Management

Corinna Warren, Club Manager

Jan Polivka, Operations Manager

Guests

Grant Abbott, Bengt
Petterson and Jean-Paul
Molgat from the VAST
committee.

1. Call to Order

Dermot Flynn called the meeting to order at 7:09 pm.

2. Additions and Approval of Agenda

Item 4.1 was added to discuss and plan a race trail homologation open house.

3. Review and Approval of Minutes

The December 19th, 2018 Board Meeting Minutes were reviewed and one clarification was made in relation to Amanda Deuling and Jan Polivka being advisors to the V.A.S.T committee rather than members of the committee.

Motion: to approve the December 19th, 2018 Meeting Minutes.
Moved by Jonathan Kerr Seconded by Aisha Montgomery. **Carried.**

Updates

4. Trail Development/V.A.S.T. Working Group Committee

An update was provided to the board by Grant Abbott, Jean-Paul Molgat and Bengt Pettersson.

The Community Development Fund application needs to be submitted by January 15th, 2019 at 4:30 pm.

The YESAB application will be submitted when the CDF application is submitted.

The CDF decision will be known by April 16th, 2019 and the club would get a cheque to pay for a percentage of the work to be done for that year.

Grant Abbott, Jan Polivka and Tyler Nichol will have project oversight.

CDF will approve a project even with YESAB approval pending however YESAB conditions could change the costs associated to the project depending on what recommendations they make and which ones are required.

The work plan includes the ramp up Sumanik Drive to be completed in the first year's work.

The closure of Sumanik Drive for races will have to be worked out with the City of Whitehorse and the Whitehorse Curling Club. The proposed staircase between the Canada Games Centre and the Mount McIntyre Recreation Centre will mitigate access restrictions to the ski club during races.

YESAB will likely have recommendations for timber, stump, brush and debris removal.

The proposed budget is currently intentionally high however the actual budget will be created for late February and it will be considerably lower. The V.A.S.T committee will come back to the board in a month with a more refined budget.

CDF Application Motion

Jonathan Kerr moved that *"the WCCSC board supports moving forward with the trail homologation project based on the provisional budget and the draft Community Development Fund application as presented by the V.A.S.T committee and authorizes the WCCSC president to sign the CDF application"*. This motion was seconded by Aisha Montgomery. Approved.

YESAB Application Motion

Marcus Wattereus moved that the board authorize club president Dermot Flynn to liaise with Bengt Pettersson and sign the YESAB application and the applications for a Land Use Permit and the application for Yukon Land and Subdivision Approval. This motion was seconded by Craig Thur. Approved.

4.1 Homologation Project_Communications Strategy

A one page fact sheet will be prepared with a consistent communication strategy.

The ski club will also host an information session between 7:00 and 9:00 pm on Wednesday, January 23rd, 2019 with key individuals present for questions. If there are enough people present there will be a group talk explaining the project.

The project explanation will be posted in the wax room and will remain up for the remainder of the season.

The open house will be communicated via ski club e-news and will be posted to the website.

5. Father Mouchet Award

Dermot reported that Bill Curtis will be present at the Yukon Ski marathon banquet and that he was very pleased and honoured to be considered worthy of the Father Mouchet Award.

Prior to presentation of the Father Mouchet Award to Bill, a history of his contributions to the WCCSC and Biathlon Yukon will have to be written. Bill will have to be spoken with to confirm the accuracy of this summary.

Susan Tinevez will present the award to Bill.

6. Policy Manual Revisions

No further work has been done. Diane Billingsley has offered to continue to assist. This item can be removed from the Agendas until after the proposed governance workshop with Sue Meikle. The board will get back to Diane about her offer of assistance after the workshop.

7. Capital Plan

A history of the ski club's asset acquisitions, essentially a summary of how we arrived at where we are today will help show why the club needs to plan for future asset acquisitions.

The current Capital Plan prepared by Adam and Jan will be e-mailed to the board for review.

Standing Items

8. Financial Report

Adam Greenwood informed the board that there was nothing significant to report as not much had changed since the last board meeting.

9. Club Manager's Report

A Health and Safety issue prior to Christmas was handled by managers with assistance from board member Craig Thur. Either an adult male employee (Ben Poudou or Jan Polivka) or Craig Thur were present with the ski club's teenage female employees at closing time due to a potentially dangerous individual attending the wax room on the evening of Wednesday December 19th, 2018. He did not commit a criminal offence however this individual has mental health issues and his talk was unnerving to the teenage employee who was working.

The board supported having two staff members close every night for the remainder of the season.

The board also supported obtaining an estimate for the installation of two security cameras inside the wax room for evening use.

Corinna informed the board that wax room cold weather (-30 c or colder) hours would be 11:00 am to 7:00 pm and that an e-mail would go out to all ski club members and it would also be posted on the website when cold weather hours were in effect.

10. Operations Report

Jan Polivka prepared and circulated a written report via e-mail. There were not any significant issues for discussion.

11. Health and Safety

Discussed during Manager's report.

12. Yukon Ski Marathon

No update as Susan Tinevez was not present.

13. Arctic Winter Games

No update as Susan Tinevez was not present. This agenda item does not require regular updates this year.

Discussion and Decision Items

14. Trail Lights

Corinna will get a quote to replace the 8 lights (or whichever lights need replacing) while work is being completed on trail homologation.

15. Review of Trail Grooming Priorities/Practices

Discussion set over until next meeting.

16. Workshop with Sue Meikle_Is there still interest?

Susan Tinevez will talk to Sue Meikle to determine when this could occur.

Adjournment: the Chair adjourned the meeting at 9:12 pm.

Next Board Meeting: February 5th, 2019 at 7:00 pm at a CWG boardroom.