



**Whitehorse Cross Country Ski Club  
Board of Directors Meeting**  
December 19<sup>th</sup>, 2018, 6:30 p.m.  
Craig THUR's residence

**MINUTES**

**ATTENDEES**

**Board Members**

Dermot Flynn, President

Jonathan Kerr, Vice  
President

Craig Thur, Secretary

Adam Greenwood,  
Treasurer

Marcus Waterreus, Director

Susan Tinevez, Director

Aisha Montgomery, Director

**Club Management**

Corinna Warren, Club Manager

Jan Polivka, Operations Manager

**Guests**

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

**1. Call to Order**

Dermot Flynn called the meeting to order at 7:45 pm.

**2. Additions and Approval of Agenda**

There were no additions to the agenda.

**3. Review and Approval of Minutes**

The November 27<sup>th</sup>, 2018 Board Meeting Minutes were reviewed without any changes being required.

**Motion:** to approve the November 27<sup>th</sup>, 2018 Meeting Minutes.  
Moved by Craig Thur Seconded by Susan Tinevez. **Carried.**

## Updates

### **4. Trial Development/V.A.S.T. Working Group Committee**

Note\* V.A.S.T stands for Venue, Application, Stadium and Trails

The committee members are Grant Abbott, Kathleen Wood, Jean-Paul Molgat and Marcus Waterreus. Advisors to the committee are Amanda Deuling and Jan Polivka.

Marcus reported that work is progressing well and the committee has been meeting once every two weeks.

Jean-Paul reported that he met with the Community Development Fund (CDF) and was very encouraged that Tier 3 funding could be approved for the Homologation Project.

Tier 3 funding is for projects between \$75 000.00 and \$200 000.00

The entire **D certification** project and an upgrade to the **C certification** trails that no longer meet that **C certification** standard is what is being proposed.

Both a *Land Application* and a *Land Use Permit* will be required in order to amend the current WCCSC *License of Occupation*.

Bengt Pettersson is working on the YESAB application and the Land Permits.

Jean-Paul Molgat is working on the CDF application. The ski club would need to contribute at least 10% in dollar value or the equivalent dollar value in work. It is viewed more favorably if more than 10% can be contributed. The CDF application will have to be approved at the January 8<sup>th</sup>, 2019 board meeting in order to have it submitted in advance of the January 15<sup>th</sup>, 2019 deadline.

Grant Abbot is working on the actual trail work part of the project. It is projected that the work would begin in the fall of 2019 however most of the work would be completed in the fall of 2020.

The VAST committee is encouraging a bid for the 2021 Ski Nationals and if it is unsuccessful then a bid for 2022 and 2023 etc.. is encouraged.

Communicating to membership about the homologation work is very important. Corinna Warren, Aisha Montgomery and Kathleen Wood will prepare a communications strategy. One of the key points will need to be that the homologation project to attract national events is directly related to the long term financial sustainability of the ski club.

An Information session with other Mount McIntyre stakeholders may be required. The project will affect disc golf and the curling club specifically.

The communication strategy will be formalized over the next few weeks and presented to the board at the January 8<sup>th</sup>, 2019 board meeting.

Jean Paul reported that the YESAB applications on average take about 42 days for a decision but the application will be posted to the YESAN website within a week of them receiving the application.

Grant is doing the surveying work estimates himself and is no longer looking to contract to Mark Alfred.

Tony GAW will still be presenting a total project cost estimate.

Adam Greenwood suggested that if a trusted contractor is being hired to do the work then a contract based on time and materials is usually the least expensive option.

## **5. Father Mouchet Award**

As decided at the November 27<sup>th</sup>, board meeting, Bill Curtis will receive the Father Mouchet Award. Dermot Flynn will determine Bill's availability to receive the award at the Yukon Ski Marathon banquet on March 2<sup>nd</sup>, 2019.

## **6. Policy Manual Revisions**

Nothing has been advanced as this was something Diane Billingsley was going to assist with. This can be reviewed and a plan put in place after the board participates in the proposed governance workshop.

Policies are an important aspect of governance.

## **7. Capital Plan**

The total value of the ski club's assets is approximately \$600 000.00.

The Capital Plan is a tool to manage capital assets and establish timetables for replacement of capital assets.

A copy of it should be provided to Yukon Lotteries who are a major funder of capital assets purchases.

## **Standing Items**

### **8. Financial Report**

A summary of the "year to Date" was distributed by Adam. As it is early in the fiscal year the club has considerable revenue from membership sales although the club is a little behind last year's revenue. It is not yet anything to be concerned about however. It is too early to determine if the budget has accurately projected revenue and expenses.

Sponsorships equals (approximately) our surplus so without these sponsorships the club would break even or even lose money.

### **9. Club Manager's Report**

Corinna provided an oral report.

Memberships were at 1153 as of December 19<sup>th</sup>, 2018

There are quite a few events that will begin starting in January such as the “*Easy Like Sunday*” skis, the EDI Hut to Hut and the Valley Ridge Memorial Hut official opening.

All programming has been running in December.

The Adventure Trail has been redesigned and approved.

The stadium will have more family friendly features throughout the ski season.

## **10. Operations Report**

Jan Polivka prepared and circulated a written report via e-mail.

The Pisten Bully is currently only be used on the machine made snow loop due to low snow pack elsewhere.

The Lotteries funding application for the hot waxing building was approved. Jan is working with Stantec Engineering and the City of Whitehorse to obtain some “In Kind” work. The Youth Achievement Centre will complete the actual construction of the structure in the area just outside the wax room to the south.

## **11. Health and Safety**

Nothing to Report

## **12. Yukon Ski Marathon**

The 50 km event will be from Mount Lorne to Mount McIntyre

The 22km event will be from Mount Lorne to Wolf Creek.

There will also be a relay with a 22km and a 28 km section.

There will be transportation from the Cadet Camp at Wolf Creek to Mount Lorne however skiers doing the 22km ski will have to arrange their own rides back to Mount McIntyre at the end of their ski. Vehicles can be left at the Cadet Camp.

## **13. Arctic Winter Games**

Race Committee is Claude Chabot, Susan Tinevez and Beth Hawkings.

The stairs between the Canada Games Centre and the Mount McIntyre Recreation Complex will likely be completed by the fall of 2019.

WCCSC is the venue for the Arctic Winter Games.

Susan TINEVEZ will get clarification on the role of CCY in overseeing the race committee.

The main responsibility of WCCSC during the Arctic Winter Games is groom the courses and to manage communications about the impact races will have on the facilities.

Aisha Montgomery suggested that an MOU should be created between WCCSC and the AWG organizing committee.

### **Discussion and Decision Items**

#### **14. Trail Lights**

Discussion set over until next meeting.

#### **15. Review of Trail Grooming Priorities/Practices**

Discussion set over until next meeting.

#### **16. Recognition for Bengt Pettersson**

A \$200.00 gift certificate for Coast Mountain Sports was approved.

Bengt will be asked to attend the January 8<sup>th</sup>, 2019 meeting to receive it.

#### **17. Workshop with Sue Meikle\_Is there still interest?**

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

**Adjournment:** the meeting Chair adjourned the meeting at 10:00 pm.

**Next Board Meeting:** January 8<sup>th</sup>, 2019 at 7:00 pm at a CWG boardroom.