

**Whitehorse Cross Country Ski Club  
Board of Directors Meeting  
March 15, 2017, 7:00 p.m.  
Sport Yukon**

**MINUTES**

**ATTENDEES**

**Board Members**

Bill Curtis, President	Dermot Flynn, Vice-President	Susan Tinevez
Craig Thur, Past President	Jonathan Kerr	Marcus Waterreus
Bengt Pettersson, Secretary		

**Club Management**

Miriam Lukszoza, Club Manager      Jan Polivka, Operations Manager

**Regrets**

Adam Greenwood, Treasurer

**1. CALL TO ORDER**

President Bill Curtis called the meeting to order at 7:04pm.

**2. Additions and Approval of Agenda**

The draft agenda was approved without additions.

**3. Minutes of Previous Meeting**

The February 15, 2017 Board Meeting Minutes were approved without any changes or additions.

**Discussion and Decision Items**

**4. Proposals for April Lotteries Grant**

This was initially discussed at the February meeting, and the ideas from that meeting were further discussed here: i) new snowmobile, and ii) access walkway or stairs between the Nordic Centre and the ski stadium. After the February meeting, Bill sent an email to Pat Ross about the second option but no reply to date.

The Board was of the opinion that the access walkway should be the responsibility of the City of Whitehorse as it is on the City property. The Board will instead focus on the first option and apply to Lotteries Yukon for funding for the purchase of a new snowmobile to replace an older model.

**Motion:** that the Board will apply to Lotteries Yukon for funding for a new snowmobile that may cost up to \$20,000. Moved by Bill Curtis, seconded by Craig Thur. **CARRIED**

**Action Items:**

1. Jan will get a minimum of two quotes for a new snowmobile from local suppliers for the application to Lotteries Yukon.
2. Jan and Jonathan will prepare the application to Lotteries Yukon (Bill can also assist).
3. Regarding a proposed City construction of an access walkway or stairs between the Nordic Centre and the ski stadium (due to safety concerns experienced

during the 2016 Haywood Ski Nationals), Jan will speak to Pat Ross, City of Whitehorse,

#### **5. City of Whitehorse' Volunteer of the Year Nomination**

Susan presented the proposal that groomer Darren Trudeau be the ski club's nomination as the Volunteer of the Year. This proposal has been developed with ski club management and lead grooming volunteers. All Board members agreed with the proposal.

##### **Action items:**

1. Susan will lead the preparation of the nomination and bios.
2. Bill Curtis or Dermot Flynn will attend the award ceremony on April 26 with the nominee.

#### **6. Dog Incidents**

Susan presented this item. She has been approached by some members that expressed concerns about (what they perceived as) dog incidents, and that incident report forms should be readily available. They also suggested that snow fencing should be placed between Dog and Copper trails to avoid dogs entering the "wrong" trail. Miriam advised that incident forms are available at the Ski Base as part of the ski club's Emergency Plan.

The Board agreed that incident forms should be placed in a conspicuous place in the waxroom, and that the Board should apply an evidenced-based decision model with respect to ski club members' reporting and suggested solutions regarding incidents. The Board also agreed that snow fencing should be put up between Dog and Copper Trails at the Harvey's Hut location. There may be drawbacks with such a snow fence (grooming, dogs getting on the wrong side of the snow fence); however, the Board would like to try this action to see if it will help to alleviate negative dog and skier interactions.

##### **Action items:**

1. Miriam and Jonathan will develop a new incident form, with "dog incidents" as one of the incident categories.
2. Jonathan will set up a ski club "Health & Safety Corner", which may be in the form of a board or similar; and the new incident forms will be available at this location.
3. Jan will have information prepared about the incident forms to be posted at the Dog Parking Lot "information kiosk". This information should state that incident report forms are available in the waxroom.
4. Regarding snowfencing between Dog and Copper trails near Harvey's Hut, the Board will wait for more evidence (in terms of comments/complaints) of the need for such snowfencing before deciding. In the interim, Jan will prepare for this by determining location and cost estimate for such fence.

### **Updates**

#### **7. Harvey's Hut Update**

Jan provided an update. Dave Brooks has offered to build the new hut. The committee should discuss the offer and the design once ready. There were also questions for the committee regarding permits required for the replacement of the hut.

**Action items:** Harvey's Hut Committee to meet and discuss the next steps.

#### **8. Special Projects Updates**

No person had any updates about their special projects.

## **9. Upper Valley Hut**

Jan reported that the Youth Achievement Centre has offered to build a hut on Upper Valley Trail, and they would donate the labour involved and some of the materials. There is also another offer by a ski club member to donate funding required for a different structure at this site. There is also a memorial bench along this trail to consider.

**Action items:** Jan and Bill will work on this, and present to the next board meeting. As part of their work, they need to check if any permits are required for a new hut at this location.

## **Standing Items**

### **10. Action Log – Ski Club Timeline**

Bengt presented the ski club timelines as of March 12. We have completed most of the actions as of March on the timeline, and while some of the action items from past board meeting are not yet completed, we are still in good shape.

### **11. Financial Report 2016/17 to date**

Adam was absent from this meeting, and the financial report as of February 28, 2017 was not available. It will be distributed to Board members at a later time.

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

Miriam presented the Club Manager's report, along with some attachments: i) Northwestel Jackrabbitt/Bunny Program – Season Wrap-up; ii) Yukon Ski Marathon budget; and iii) WCCSC Emergency Plan (the latter due to its incident report form).

### **13. Operations Report**

Jan presented the Operations Report, which included information that the Pisten Bully repair was \$5,000 (first estimated at \$6,000).

### **14. Health and Safety**

Jonathan reiterated his suggestion that health & safety be incorporated into board decision-making. Health and Safety was also discussed under item 6.

### **Next Board Meeting:**

Wednesday April 12 at the waxroom (N.B. later changed to Sport Yukon)

**Adjournment:** the meeting was adjourned at 8:18pm