



## WNSC Spring General Meeting Minutes

Date Sunday, April 21<sup>st</sup>, 2024 at 1pm

Location Steve Cooper Lodge

### 1. Welcome and Attendance

- *Call to Order at 1:01pm*
- *Attending: Krista M, Rikki H, Michael M, Melissa P, Greg P, Doris G, Davis A, Cori J, Ken P, Duretta B, Franco C, Theresa T, Shannon A, Matt W, Andrea P, Geo R, Leonard S, Amanda U, Liz T, Joanne P-B, Barry L, Serge M, Tim B, Eric C, Cam H, Christine R.*
- *Land Acknowledgement*

### 2. Approval of Agenda

- *Addition of Safe Sport*
- *Moved by Cori; second by Geo*

### 3. Approval of Minutes from Fall General Meeting, December 3<sup>rd</sup>, 2023

- *Moved by Cam; seconded by Davis*

### 4. Chair's Report

- *Disappointing winter (re: low snow) but showed we could adapt, be creative and be resilient. Thanks to all who contributed to successes we did have, especially:*
  - *Hosting the AB Winter Games: Liz Tinworth + team*
  - *Support of Club in general to host – many members volunteered, and also those members impacted by the Games*
  - *AB Winter Games success of our athletes!*
- *Funding news: Two major applications for funds = 2024 County Capital grant + Provincial CIP grant to purchase Skandic (here and used), Ginzu Groomer (built and here for next winter) and SnowDog for multi use trails (will be here for Winter 2024-25).*
- *School Program Outreach: Lots happens during the day + an important role for the Club to be able to impact the community this way and provide this opportunity.*
- *Board: Acknowledged the work behind Treasurer transition – lots of moving parts. Have reviewed all financial functions – more effectively and efficiently.*
- *Shout out to Sharon Bourree = spent many years supporting the Club in many functions. She has stepped back from Bookkeeping so she can spend more time with grandkids etc. Has played an instrumental in Club activities for a long time. Board will be acknowledging Sharon's contribution.*



## 5. Financial Report

- Overall:
  - *Transition has provided opportunity to provide more transparency to Board & members.*
  - *Going to see more detail from here forward*
  - *Will be starting the budget process sooner in the next cycle + being more transparent with actual costs that the Club faces e.g. metal roof at maintenance shed +\$20-\$30K. Furnaces are original – need to be proactive.*
  - *To date no Terms of Reference on expense reimbursement = working on this*
- Balance Sheet – March 31, 2024
  - *We are in a healthy position as a Club*
  - *Board is working to consolidate bank accounts*
  - *Imperative that we have a contingency / reserve fund. The Board will be creating Capital Reserve accounts for buildings and equipment before end of financial year.*
- Income Statement – March 31, 2024
  - *Budget amounts are annualized*
  - *Some information not reported due to seasonality*
  - *Casino revenue is typically split over three year allocation*
  - *Less snow and grooming activity means lower expenses on some lines*
  - *Question from the floor: Q: How many members did we have this past winter season and how do we predict revenues if experiencing low snow years? A: 570 – We could use a five year rolling average for budget projections.*

## 6. Items of Note

- a) 2024 Alberta Winter Games (Michael)
  - *Got a Winter Games grant from the County of Grande Prairie (\$31,000 approximately) for legacy assets = 2 x display clocks + metal fencing + some new ski forms. Club has a lot of trained officials now – both on the cross country and biathlon side. Also, credit to Swamp Dodgers who made snow and volunteers who shoveled and farmed it!*
- b) Trail Management Plan Development (Matt)
  - *Spoke at last meeting about undertaking more formal work. Have started with the Lease Renewal & had to submit a management plan (done). We have to have a Trails Master Plan – can't be ad hoc – must fall under the plan and empower volunteers to help out with approvals and document processes. For the Winter & Summer Multi Use trails - going to finish drafting plan and seek feedback at Open Houses. Also going to set up a leadership framework for core volunteers and provide access to equipment*
- c) Summer Trail Work Plan; maintenance, water management efforts (Cam)
  - *Have Identified key people in specific roles. Have a maintenance plan spreadsheet to identify issues that need repair / maintenance / addressed including water management issues, grading and sloping with safety issues as a priority. Have a tour planned to look at what has shifted over the winter. Planning some mechanical brushing to push back along sides of trails. Silver Arch: bridge replacement definitely impacted this area and the freeze thaw this winter. County of GP has come*



back and did some shoring, created holding basin and new culvert but was not adequate. County engineering group are looking at it again + some industry experts and get it resolved this summer. Overall, if you see issues on the trails please report via the trail button and a photo / screen shot is best. Franco will be working with Matt on the Master Plan – some trails might be paused due to erosion. Question from the floor: Q: Do trail plans include fencing? Yes - have to look along the lease boundary / Hwy 40 and see what is the best option for trail users and for wildlife.

d) Branding & Logo Work (Christine)

- Parking signs at main lodge, biathlon and north entrance all need to be replaced and updated. This has presented a good opportunity check in with membership on whether the Club's official logo needs to be updated before we invest in new signage. Board feels it is important to get input in from membership and be transparent about the process. Survey has been launched and will run for 3 weeks with outcomes presented at the May 15, 2024 Board meeting and next steps discussed. Question from the Floor – Will there be a subcommittee to work on this = yes! Davis A is interested.

e) FireSmart (Michael)

- County has a multi year plan to address fire smart in this area. They apply for a FRIAA grant from the Province then they hire a forester to perform work. One of the upcoming blocks is on our lease bounded by RR63 on the west and our Forest trails on the East, and 704 to the North. Have spoken to the forester about the process & believes it will happen this Summer / Fall. Goal is more spacing between large trees. Merchantable timber would be addressed, debris pulled out and mulched. Will know more in 3-4 weeks. Outcome of FireSmarting in the area will be good for the Club and it is good for Club to show support of this type of work so that it protects our assets. If it proceeds we will be able to get rid of biomass while they contractor is close by. We should also look at where the forest comes close to our assets (lodge and maintenance building) and apply FireSmart principles around our buildings. Matt added that the Club should set up an access agreement with the contractor on how they should access our trails. Would be good to set up some expectations so it is a win-win for both parties. Good idea – and key people will chat with them.

f) Potential Building/Grounds Work (Michael)

- Have reached out to some contractors re: projects that need attention sooner than later. Need to look at the retaining wall by timing tower, also the undulations in both stadiums – especially challenging in a low snow year. Some discussion on merits of investing time to fix the undulations as it could revert but if we leave it, likely to get much worse. Consensus was to try to correct it this summer.

g) Provincial Event Hosting (Michael)

- As per Winter Games above – Club now has trained and skilled people with hosting experience and a desire to host X country and Biathlon events. We need to harness this enthusiasm and action something. There is an opportunity to generate revenue for Club but also recognize the disruption to regular Club activities. Question was posed to those attending – what is the perspective of Members present? Answers included (a) Will athletes come from southern AB? = yes, confident there will be enough from a hosting perspective and they heard good things about WNSC from the recent Winter Games. Consensus was very positive about the Provincial hosting opportunities.



h) Fundraising (Michael)

- *This role doesn't have to be a Board member – putting it out there if any Members are interested in assisting with this function for the Club. Board needs help with writing grants and keeping tabs on the grants calendar. The person would be supported by the Board and access to previous year's application. Please reach out to a Board member if you are interested.*

i) Asset Disposal Report (Geo)

- *Subcommittee has identified that there are 8 x items that are obsolete including 2 x Alpine snow machines. Board has approved their recommendation to dispose. Question from the Floor – Is there a Policy for this? A: Working on it – the subcommittee has proposed a process and funds from sale of items would go to the Club's Equipment Reserve.*

j) Safe Sport (Michael)

- *Provincial Sport Organization's (PSO) awareness has increased and have asked that WNSC adopt their policies and put in place directives that this is how we function at WNSC. Mandate would be to provide opportunities that are inclusive, without fear and harm to participants. Will be forming a sub committee to help oversee this, and if WNSC is to be associated with the PSO it must be in place by Winter 2024-2025*

## 7. Winter Program Reports

a. Kids Learn to Ski Programs (Cori)

- *Had 66 athletes on Sat mornings from 10:30 – 12 noon. The program typically runs 8 weeks; lack of snow made it challenging but were able to get on skis x 7 times. Volunteer Leaders were determined to keep going and thanks to all parents for their interest, encouragement and participation. Biathlon Bears had great enrollment with two Bears athletes participated in AB Winter Games. Thanks to all parents for getting athletes to practice early and helping with rifles and packing up the range at the end of practice. Bears do need more leaders - one positive is that the NCCP course has lots now online + Safe Sport.*

b. Biathlon Development Team (Michael)

- *Had challenges like the other programs due to low snow. EcoAims really help and they worked hard to keep athletes busy. Adult athletes continued throughout too. Improvised with some run and shoot training. Athletes went to Nationals in Hinton. Arctics was excellent experience for athletes, coaches and officials*

c. Cross Country Development Team (Shannon)

- *Attended 2 x Alberta Cups in Edmonton and 1 x Canmore. Learned to ski on lakes and used Nitehawk after hours. Had 13 x athletes participating in the AB Winter Games. Did a training camp in Tawatinaw. One athlete to Nationals. Had one of the largest teams in a long time = 28 athletes + volunteer coaching staff. It was a hard year for the new kids but they kept going and wrap up at Scout Camp. Also noted that they were biking in December + rock skis were used lots!*

d. Chicks on Sticks (Melissa)

- *Had 73 ladies sign up and Chicks are a big reason we have so many female members overall. Were only on skis x 6 nights; Jan 22<sup>nd</sup> was the first @ 37 ladies. Hiked the first night Dec 19 + walk/snowshoe x 10 nights at average with 15 ladies in the dark. Did 4 x evenings of "So You Wannabe a Chick" orientation which went over well and has some waxing nights for Chicks.*

e. School Programs (Doris)



- Notes that Celtics Academy is a separate agreement from WNSC School Programs and that Celtics mostly snowshoed all winter due to conditions. We get the City Sport schools and random other schools from across the region. Had 30 x for Sports Academy; 203 kids thru program Grade 4-9 plus some high school kid. Had to be adaptable with snow, busing issues, etc. Lots of kids in junior high had skied before so did some skate lessons. Did a 6 week program for home schoolers = 25 students and parents. Thursday afternoons very good. Key volunteers to make this happen were Rebecca and North. Shared that WNSC gives kids a fun positive experience of cross country skiing. Also thanked those involved for wood splitting efforts from volunteers.
- f. Lessons & Rentals (Michael)
- Minimal due to snow; did replace some equipment and planning to continue to fill gaps in upcoming seasons.

#### 8. Board Member Elections 2023 – 2024

There are a number of vacancies arising for Director and Executive members of the Board as well as non-Board roles in areas such as fundraising; if you have an interest in helping the Club in this way please share that with [admin@wapitinordic.com](mailto:admin@wapitinordic.com) prior to the meeting

- Slate to be confirmed at meeting
- Have room for additional Directors (10 max) + 4 x Exec but don't necessarily need more but open opportunity for the floor to nominate. We are doing more club business with members in subcommittees which is a good thing so don't have to be on Board to help.
- Are there any nominations from the floor? Yes = Cam as Vice President and Amanda Udey as a Director – Leonard moved; Liz seconded. All in favour – CARRIED.

#### 9. Acknowledgement of Volunteers

- Thanks again to ALL the volunteers who make the Club function – usually on many fronts – wouldn't have believed that we could be successful in such a challenging weather year.
- Thanks to those who appreciate outdoor recreation and an active lifestyle at this wonderful facility.
- From the floor > thanks to Michael for staying on and playing a instrumental role in the AB winter Games.

#### 10. Adjournment

- At 3:03pm