



WNSC Board Meeting Agenda

Date Wednesday, May 17th @ 7:00 pm

Location In person, Steve Cooper Lodge

Attendance Michael, Matt, Ken A, Ken P, Franco, Lori, Eric, Cam, Geo, Randy, Christine

Regrets Serge, Gordon

1.0 MEETING OPENING	
Item	Responsibility
1.1 Welcome <ul style="list-style-type: none"> ➤ <i>Call to Order at 7:02pm</i> ➤ <i>Reminder that we are all volunteer members that believe in the Nordic Club. We need to work in a way that is constructive and please respect the work that others do. Example: the new trail portfolio organizational chart proposal was circulated to everyone on the Board with a request for feedback. The expectation is that everyone will take time to read it, speak to the proponent directly if needed and ask specific questions. Going forward – please follow this process for input. Thank you.</i> 	Michael
1.2 Approval of Agenda <ul style="list-style-type: none"> ➤ <i>Approved by consensus</i> 	Michael
1.3 Approval of April 2023 Minutes <ul style="list-style-type: none"> ➤ <i>Moved by Randy; seconded by Matt</i> 	Michael
1.4 Old Business / Business Arising <p style="margin-left: 20px;">1.4.1 Lease Renewal</p> <p style="margin-left: 40px;"><i>> Helix Engineering wrapping up the process w AEP and is ready to submit – estimated \$20,000 total cost for the renewal which will be for 25 years. Part of this cost was covered by the County of Grande Prairie Capital grant. Stakeholder engagement has occurred with the Church group and we are comfortable with that arrangement + have an understanding with the Boy Scout camp. Noted: WNSC controls the access to Church Camp; Boy Scouts control their own access route. Matt to reach out to Boy Scout group to confirm who is their key contact as this may have changed? We will be posting signs to advise trail users no</i></p>	Matt



<p><i>summer access to camp + will be re-routing the snowshoe trail in Fall 2023 to circle their camp instead.</i></p> <p>1.4.2 Alberta Winter Games 1.4.2.1 Preparations Update 1.4.2.2 Venue Enhancements 1.4.2.3 Facility Rental Submission <i>> No news from them; Michael will reach out to follow up.</i></p> <p>1.4.3 Policy / Bylaw Update <i>> Lori to provide edits to Michael</i></p> <p>1.4.4 Advisory Committee for Wapiti Recreation <i>> No meeting since last report. Engagement on hold during Provincial election</i></p> <p>1.4.5 Steel Arch rework <i>> No collection bowl – following up with Kurt. Discussed heat tape (340) solution plus the possibility that if we need a light under the arch – could be added to existing. Ken suggested investigating French drain.</i></p>	<p>Michael</p> <p>Michael</p> <p>Lori/Gordon</p> <p>Michael</p>
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2.0 PROGRAM COORDINATOR: UPDATE	
Item	Responsibility
<p>2.1 Summer Programming <i>> Michael shared summer memberships sold to date = 32 Individual and 5 family. Learn to Run & Hiking group programs and Theresa is helping organize since Dallal left. Youth biking program is dependent on Air Quality decision – may have to cancel or re-schedule. Have 21 registered for rec development program; 13 for racing program + 7 Gals & Gears. Meet up bike program = Doris and Gerald leading – drop in format. Discussed importance of having a good description re: skill level required so not too technical for beginners</i></p>	<p>Michael/Lori</p>

3.0 NEW BUSINESS: OPERATIONS	
Item	Responsibility
<p>3.1 Operation while under Alert and Evacuation <i>> Shared action taken when moved from evac order to alert status during Dunes West wildfire = posted signs along RR63 as requested by GPREP. Some learnings + we could also post status signs at the north entrance in the future</i></p>	<p>Michael/Christine</p>



<p>3.2 Upcoming May Events 3.1.1 May 6th, Talk To Me Colour Fun Run > <i>Likely reschedule in the Fall; Randy to check w organizer</i></p> <p>3.1.2 May 27th, Meet In The Middle > <i>Christine to be the rep on site</i></p>	Christine
<p>3.3 Calforex in the 2023/2024 Season? > <i>Could be a better fundraiser based on timing of our event in the calendar – possibly 13, 14 Jan or 20, 21st</i></p>	Michael
<p>3.4 Trail Homologation Certificates > <i>This is a process to certify ski race courses – was done when Canada Winter Games were held at WNSC – our certification is now expiring. Only required for a Tier 1 – Westerns / Nationals etc. They are moving to a new digital system. Renewal is good for 10 years – cost to recertify is \$500. It is a “nice to have” – the only other Alberta courses that have it are: Canmore, Red Deer and WNSC. If it expires – we can renew anytime and will have to map new trails anyway. Recommended we don’t renew the certificate - consensus agreed.</i></p>	Michael
<p>3.5 Fence-line Work > <i>Going to mobilize Doris’ trail group to do some fence line work up by biathlon to claw back some parking space. Discussion about wood chipping. Conversation about north trails / snow / once a year a cat would be hired to push snow back further = tabled for another time. Need to be cognizant of road right of ways.</i></p>	Michael
<p>3.6 Starlink Internet Service > <i>Discussion on special price for hardware for rural locations – should we take advantage of this? Motion made to explore further with Michael and Christine to circulate information for a vote – Moved by Geo, seconded by Cam. All in favour – PASSED.</i></p>	

4.0 NEW BUSINESS: GOVERNANCE

Item	Responsibility
<p>4.1 Organization Structure Proposal – see attached > <i>It is specific to the Trails portfolio and subject to modifications as we go. There would be a soft roll out and transition as needed because we don’t want to make abrupt change. Pros: lightens the load for the Board & especially President as currently it is a very heavy load. Key piece is transparency – before and after. Could Facebook be used to communicate work planned and being performed? Key Trail</i></p>	Matt



<p>personnel could be added as a FB administrator. And would be a good forum for Members reporting in trail issues. Discussion on the concept at this level - does it make sense? It is important to respect the commitment of long term employees. Discussion on would Board or Trail Director decide who fills these roles = the latter. Some discussion to clarify role names. Trail related sub committees would fall under these roles. Next step in the future would be a budget for these roles – there are some funds within current operating budget for this. Many things like access to equipment need to be explored further / how the work gets done. Discussion and recognition that the Club has evolved and the scope and operations are too broad now for just one Trails Director. Motion made to pursue the Trail Organizational Structure with refinements as discussed - Moved by Randy, seconded by Geo. All in favour = PASSED.</p>	
<p>4.2 Interest in Program Director Portfolio > The position is available / need to flesh out what this role is responsible for. If interested get back to Michael.</p>	Michael

5.0 FUNDING/GRANTS	
Item	Responsibility
<p>5.1 Casino Preparations/Chairperson > Casino still has lots of gaps and positions vacant. Sharon is reaching out to Membership who offered to volunteer in some capacity + Sharon will stay involved for the 2023 casino but will opt out after that. Christine to send a specific e-blast calling for volunteers. Board members can sign up direct here: https://www.signupgenius.com/go/10c0945adae2ea0fec52-casino?fbclid=IwAR2cSgIU0aUOQbDFyzf5yiASVjiJacWOt4Z6evUydwKTK6yzq6FQTYxk89g##/</p>	Michael
<p>5.2 Corporate Sponsorship > No update</p>	Gordon
<p>5.3 Crowdfunding Campaign > No update</p>	Michael
<p>5.4 May/June offerings > No update</p>	Gordon
<p>5.5 Recent Awards > No update</p>	Gordon



6.0 SUB-COMMITTEES	
Item	Responsibility
6.1 Sub-Committee status review > Michael shared the sub committee spreadsheet with Board members and asked them to review and consider participating in at least one subcommittee. To be reviewed again at next Board meeting.	Michael

7.0 DIRECTOR & COORDINATOR REPORTS	
Item	Responsibility
7.1 Treasurer	Lori
7.2 Trails > Master Plan for Trails = 2 x quotes from J Hootes and Cabinworks. Michael to work on a Terms of Reference for the Highway 40 funds to provide oversight for future use. Motion made to set-up interviews with trail master plan consultant vendors to evaluate all trails and discuss scope – Moved by Matt moved, seconded by Cam. All in favour = PASSED.	Matt
7.3 XC development > Ken A said he would follow up on the lock box	Ken A
7.4 Biathlon development > Program paused	Randy
7.5 Programs	vacant
7.6 Marketing/Communications > Will work on a newsletter to profile sponsors and casino info / recruit volunteers	Christine
7.7 Directors At Large > Cam suggested getting an outhouse installed / sponsored for the north trails > Ken P noted that open garbage can on the north end is a risk – should be a bear proof one	Cam, Eric, Franco, Geo, Ken P, Serge
7.8 Secretary	Christine
7.9 Vice President	Christine
7.10 President	Michael
7.11 Past President	vacant

8.0 IN CAMERA	
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Adjournment @ 8:45pm

Next Meeting – June 21, 2023 @ 7:00pm = In person or Zoom = to be determined