



## WNSC Board Meeting Minutes

Date                    Wednesday, October 15th, 2025 @ 7:00 pm  
 Location                Steve Cooper Lodge  
 Attending                Michael, Cori, Matt, Cam, Eric, Ken,  
 Regrets                  Geo, Serge

### 1.0 MEETING OPENING

Item	Responsibility
1.1 Welcome ➔ Call to order at 7:06	Michael
1.2 Approval of Agenda	Michael
1.3 Approval of September 17 Minutes ➔ Moved by Matt, seconded by Cam	Michael
<p>Approval of September 24 Minutes.  <span style="color: red;">Motion 2025 Oct 15 #1: Rescind the MOTION 2025 Sept 24 #2: Table the idea of introducing a Multi-Use Trail membership for the 2025/26 season.</span>  <span style="color: red;">Moved by Michael, seconded by Ken. Carried (6 - 0)</span></p>	
<p>➔ Subcommittee created to review the Annual Membership parameters, with direction to bring recommendations to the Fall General meeting. Subcommittee members: Matt, Davis Alton, Cori, Cam</p>	
1.4 Old Business / Business Arising	
1.4.1 North multi-use trail update	Matt
<ul style="list-style-type: none"> <li>• Ongoing work on the Multi-use Trail system. Approximately 60 posts for signage have been installed. Gates will be used to re-route Multi-use trail users away from the ski trails.</li> <li>• Concern voiced regarding posts impinging on ski trails. Matt &amp; Cam will review.</li> </ul>	Michael
1.4.2 Acknowledgements/Thank you	
<ul style="list-style-type: none"> <li>• Thank you to Franco &amp; Daryl for putting sturdy locks on the Old Chalet.</li> <li>• Thank you to Ken for sourcing &amp; replacing the glass on the door of the wood burning stove.</li> </ul>	

### 2.0 STAFFING

Item	Responsibility
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## WAPITI NORDIC

2.1 Trail and Facilities Attendant Check In • Patrick's hours are close to full-time hours.	Michael
2.2 Operations Coordinator Check In • Sarah Sorcinelli has resigned. The hiring committee (Michael, Doris, Christine) are pursuing options. 1) Post the Operations Coordination position on Indeed, approximately a six week possess. Meanwhile, 2) Reach out to current members who might be interested in this position.	Michael

### 3.0 NEW BUSINESS: OPERATIONS

Item	Responsibility
3.1 Summer Program & Event Check In • NWP hosted a very successful School Running Event.	Michael
3.2 Nordic Trail Summer Work Plan Update • Austin, aka 'The Mulcho Man', has been working on the trails and will continue to do so into the next week. Work is needed on a trail in the Meadow Hill area. Eric will be the contact person for this. • The Alder Brothers have started 'dirt work', primarily on Antler Junction. Once the hoe work, moving piles of dirt, is completed in this area, then the skid steer will smooth everything out. • Work has begun on the Camel Back trail.	Cam/Michael
3.3 Building Maintenance Work • Cistern update. The pump had ceased to function and will be replaced next week. • Exterior lights on the lodge have been upgraded to LED lights. Timers have been ordered for the Trail lights, and for the Lodge area lights.	Michael
3.4 2025/26 Events • Survey Update. The survey was extended for another month resulting in more uptake and six members offering their volunteer services. • Member Meeting Update Eric to review the survey. Suggestion made to try 2 - 3 items from the survey input. • Loppet Cam will be the Lead on the Loppet. Cori will co-lead. Possible dates are being reviewed with some thought being given to Biathlon & Race Team schedules.	Michael Eric Cam



**WAPITI NORDIC**

<p>3.5 Communications &amp; Marketing Report</p> <ul style="list-style-type: none"> <li>Highlights of the report were shared by Michael including the Event &amp; Program survey and the BMFF which Christine &amp; Geo will continue to coordinate.</li> <li>Online store (Playfair) is now opened featuring the new logo &amp; lots of swag.</li> <li>Brand Book. Provides guidelines for using the new WNSC logo.</li> </ul>	Michael
<p>3.6 25/26 Membership</p> <ul style="list-style-type: none"> <li>Zone4 membership, planning to have ready to go live by the end of October.</li> </ul>	Michael
<p>3.7 Ski Swap, Nov 15</p> <ul style="list-style-type: none"> <li>Doris organizing.</li> </ul>	Michael
<p>3.8 North Parking Lot Port-Potty Proposal</p> <ul style="list-style-type: none"> <li>Cam has previously received a quote from Country Pump-out, which included the rental &amp; maintenance fee. He will follow-up with them.</li> </ul>	Cam

<b>4.0 NEW BUSINESS: GOVERNANCE</b>	
<b>Item</b>	<b>Responsibility</b>
<p>4.1 Board Member Recruitment</p> <ul style="list-style-type: none"> <li>Send names of potential Board members to Michael.</li> </ul>	Michael
<p>4.2 Insurance Update and Risk Management</p> <ul style="list-style-type: none"> <li>Nothing new to report at this time.</li> </ul>	Michael
<p>4.3 Contract Work Process</p> <ul style="list-style-type: none"> <li>Nothing new to report at this time.</li> </ul>	Michael
<p>4.4 Fall General Meeting - time &amp; date Sunday November 23 at 1 pm Key Agenda Items:</p> <ul style="list-style-type: none"> <li>Budget</li> <li>Notable happenings over the summer (grooming, trail creation &amp; the work involved)</li> </ul> <p>Questions for the membership:</p> <ul style="list-style-type: none"> <li>Another class of Annual Membership?</li> <li>Possibility of more Dog trails</li> <li>Events. Steps taken to this point.</li> <li>Branding</li> </ul>	Michael



5.0 FINANCIAL REPORT/FUNDING/GRANTS	
Item	Responsibility
5.1 Budget Process and Timeline <ul style="list-style-type: none"> <li>Nothing to report at this time.</li> </ul>	Serge
5.2 Designation of Reserve Funds Proposal. Suggest opening two separate accounts: <ol style="list-style-type: none"> <li>Capital Reserve Building</li> <li>Capital Reserve Equipment.</li> </ol> <ul style="list-style-type: none"> <li>At this time, adding another account was not supported.</li> <li>Relevant information has been sent to the CRA. Michael, Ken &amp; Serge to meet with the club's accountant.</li> </ul>	Serge
5.3 Reimbursement Form <ul style="list-style-type: none"> <li>Nothing to add at this time.</li> </ul>	Serge
5.4 Investment Policy Creation <ul style="list-style-type: none"> <li>Nothing to add at this time.</li> </ul>	Serge/Ken
5.5 Accountant Support, Year End Filings <ul style="list-style-type: none"> <li>Nothing to add at this time. Waiting for CRA access.</li> </ul>	Serge
5.6 Grant Applications & Reporting <ul style="list-style-type: none"> <li>November 3. Next step in the grant application process, Matt will be presenting to the County Council.</li> </ul>	Serge

6.0 SUB-COMMITTEES	
Item	Responsibility
6.1 Equipment Sub-Committee <ul style="list-style-type: none"> <li>Tractor deposit. The origin quote is set to expire on October 24. A deposit is required to hold the original quote.</li> </ul> <p style="color: red;">MOTION 2025 Oct 15 #2: To proceed with a deposit of up to \$5,000 to hold the quote for the tractor. Moved by Cam, seconded by Matt. Carried (6 - 0).</p>	



## WAPITI NORDIC

7.0 DIRECTOR & COORDINATOR REPORTS	
Item	Responsibility
7.1 Treasurer	Serge
7.2 Trails Nordic Trails Coordinator Nordic Grooming Coordinator • Cam has had communication with Geo, the winter grooming plan is in development. Multi-use Trails Coordinator • Matt is looking into starting a Social Snowshoe group this winter.	Cam Matt
7.3 XC development	vacant
7.4 Biathlon development • Biathlon Bears & Ecoaims. Lots of interest, Davis & Cori will be running three Saturday sessions this year. Hopeful to fundraise to get more Ecoaim rifles.	vacant
7.5 Programs • Nils Anderson will be the coordinator of the Children's Learn to Ski program this year.	vacant
7.6 Events	Eric
7.7 Marketing/Communications	Christine remotely
7.8 Funding	vacant
7.9 Director At Large • Cleared car parts off the Meadow Hill area.	Ken
7.10 Secretary	Cori
7.11 Vice President	Cam
7.12 President • Working with Cam, Patrick & Dominic on the trails & lighting.	Michael
<b>8.0 IN CAMERA</b>	

Adjournment @ 8:53 pm

Next meeting: Wednesday November 19 at 7:00 pm