WAPITI NORDIC

WNSC Board Meeting Minutes **DRAFT**

Date	Wednesday, October 21st, 2026 @ 7:00 pm
Location	Steve Cooper Lodge
Attending	Michael, Cori, Cam, Robin, Dan, Greg, Gio via Zoom
Regrets	Serge and Matt unable to attend

1.0 MEETING OPENING

Item	Responsibility
1.1 Welcome	Michael
1.2 Approval of Agenda • No changes, approved	Michael
1.3 Approval of Minutes ➡ Moved by Dan, seconded by Robin (carried)	Michael
1.4 Old Business / Business Arising	
1.4.1 Acknowledgements/Thankyou • Nothing to add at this time	Michael

2.0 STAFFING

Item	Responsibility
2.1 Trail and Facilities Attendant Check In ➡ Patrick has spent a lot of his time clearing debris & trees from the trails. He will be returning from vacation on October 29.	Michael
2.2 Operations Coordinator Check In ➡ Ashleigh to work ~20 hours /week (October to March). Priorities & expectations reviewed including finding weekend lodge staff who can function independently, getting instructors for lessons. Discussion held re: Ashleigh attending board meetings. For now, the board has been encouraged to communicate regularly with Ashleigh. Michael will contact the board regarding key roles for Ashleigh.	Michael

3.0 NEW BUSINESS: OPERATIONS

Item	Responsibility

WAPITI NORDIC

3.1 Summer Events & Programs • Cowboys vs Aliens, September 26th. Report sent to board members. There were 40 participants, the club was well represented, the event was enjoyed by all and plans are underway for putting this event on in September 2027. • NWP Run with the Wolves, September 23rd. Between students, parents & staff there was over 1,000 people at the club. Michael discussed the very concerned phone call he received from the organizer of this event regarding specific aspects of the day and whether they are welcome. NWP might not be returning next year. On behalf of the Wapiti Nordic, the NWP will not be invoiced. • Don't Get Lost in the Woods. There were 112 participants, of which 66% were not ski club members. The event received good support from the race team. Revenue: $5,000+. Race expenses (prizes & food): $3,000. Discussion held regarding increased support for this event next year.	Greg, Cori, Michael
3.2 Summer Maintenance • Lighting. Dominic continues to work on the parking lot lighting situation. Need access to a lift to do this work. Different lifts are needed for trail versus parking lot light replacement. • Dirt work. Alder Brothers & Michael will be working on a few previously identified areas. • Brush back. Brush back has been completed for the season. Moving onto mowing. Everything looking very good.	Michael, Cam
3.3 Outside User Group Requirements • To be addressed at a future meeting.	Michael
3.4 Registration is Live • Registrations have started, general & dog specific donations are coming in. • For future consideration: 1) Day Pass fee & 2) Multi-use Trail membership & day pass fee. • Student membership if over 25 years old? At present, the only option is a full adult membership. In these instances, a student can purchase an adult membership and then provide proof of their student status to Ashleigh who will organize a rebate (e-transfer) equivalent to a student membership.	Michael
3.5 Season Start Prep • Cam reviewed the upcoming grooming plan for the season, including training volunteers, utilizing new grooming equipment and revisiting grooming priorities (eg. snow conditions, temperature forecast). Pack, Comb, Classic. • Geo has been working on the snow machines including getting a welder to work on one of the Sherpa's (crack). Planning underway for easy machine maintenance one the season starts.	Michael

4.0 FINANCIAL REPORT/FUNDING/GRANTS	
Item	**Responsibility**
4.1 Financial Report • Reminder: The year end is September 30, all expenses need to be submitted. • Michael looking into insurance specifics/breakdown.	Serge, Michael
4.2 Designation of Reserve Funds • The bank has been given direction not to turn over the GIC's. The funds are being moved to designated accounts at ATB.	Serge, Michael
4.3 Grant Applications • Robin continues to research grant opportunities. For example, the due date on the County's capitol grant application.	Serge, Michael
4.4 Budget Preparation, Draft Budget Review • Michael & Serge have an upcoming meeting. Discussion held regarding tidying-up the budget report, removing redundancies, identifying sponsorship & individual sponsors, and trail & equipment budget clarification.	Serge, Michael
4.5 Potential "Goliath Expedition" Fundraiser • Serge, Robin & NWP have met. Serge to report on this fundraiser.	Serge
4.6 Membership/Rates Discussion Considerations • Covered earlier in the meeting, nothing new to report.	Michael

4.7 Insurance • Property, Liability, Vehicles, Equipment. Discussion & review. • The club has liability insurance through Nordiq Canada & Nordiq Alberta. Mountain bike insurance is covered through another carrier. County insurance is coming due and, as identified, is no longer needed and will not be renewed. Of note, Biathlon Alberta & the Alberta Bicycle Association also provides members with liability insurance. • Property Insurance on all the buildings is fairly expensive. Specifics of the 2022 appraisal report was highlighted showing, for example, the discrepancy between the appraised value and the County's current replacement value of the lodge. The County's current replacement value is significantly greater than the 2022 appraised value for the lodge. The same trend exists across all of the club's buildings. The decision of the board was to stay with the current higher premiums offered by the County Insurance which better reflects the potential replacement cost of the club's buildings than the undervalued 2022 appraisal report. • Vehicle insurance for non-licensed snow machines & Kubota discussed. All could be licensed, but because they are only used on the lease, this is not required. Michael will be taking steps to get coverage for vandalism, fire & theft for the new tractor, the snow machines, Kubota & the snow dog.	Michael

5.0 GOVERNANCE	
Item	**Responsibility**
5.1 Bylaw, Policy and Procedure Work. • Robin has almost completed drafting the new bylaws. This work should be completed in time for the spring general meeting. • Robin has also drafted a way for the board to look after policies, a policy for policies. The working plan would be for regular review of 1 - 2 policies at each board meeting.	Michael, Robin
5.2 Fall General Meeting. Sunday November 22 at 1 pm. • Agenda reviewed & updated. • As per the bylaw, notice needs to be provided to the membership 21 days before the meeting. • At this meeting, provide the membership with a brief recap of summer activities, the upcoming plan for winter activities and the financial review, including the budget. • After Michael meets with Serge to review & revise the budget, the board will have to respond electronically to the email sent by Serge letting him know that he can go ahead and present the budget at the fall general meeting. Along with the meeting notification, the membership will also receive access to relevant documents as they apply to the financials.	Michael

6.0 SUB-COMMITTEES	
Item	**Responsibility**
6.1 Equipment Sub-Committee • Retired tractor disposal - has been sold slightly below the asking price. • Snow Shredder - this item will be going into the budget. The subcommittee will be discussing further. also looking at getting a fork lift attachment for the tractor.	Cam

6.2 Sponsorship Sub-Committee • Sponsorship package - kudos to Nikki for her thorough review. • Robin has met with the GP regional sport connection. Few more adjustments suggested and then the package will be presented to the board for approval. • List of potential sponsors is being developed & is coming together. • Robin is in the process of approaching Walmart for a one time donation towards Funday Sundays. • Further sponsorship discussion held regarding identifying & approaching new sponsors, getting sponsored signage for the parking lots (Swamp Dodgers) & other projects. • Request made of the board to assist with costing out projects and determining the sponsorship level. • Approved sponsorship package will eventually be posted on the website.	Robin
6.3 Events Sub-Committee • Draft Funday Sundays schedule, which was emailed to the board with meeting agenda, reviewed. Wapiti Art Tour, hopefully to be sponsored by Walmart, explained to the board. Tripods might be available to place the artwork along a designated trail. Artwork not to be hammered into trees. Cori to meet with Cam to locate the tripods.	Cori

7.0 DIRECTOR & COORDINATOR REPORTS	
Item	**Responsibility**
7.1 Treasurer	Serge
7.2 Trails Nordic Trails Coordinator Nordic Grooming Coordinator Multi-use Trails Coordinator	 Cam Cam/Patrick Matt
7.3 XC development. • There are now 10 races for the team to attend versus the usual 8 races. The program has changed a bit offering up to three different participation options.	Dan
7.4 Biathlon development ➡ 2026 October 21 #1: Motion to allow up to five adult ski club members, who are registered in the Teen & Adult Ecoaims Rifle program, which focuses heavily on skate skiing, to rent skate skis for one season only. Moved by Cori, seconded by Greg (carried 7 - 0).	Michael/Cori
7.5 Programs	vacant
7.6 Events	vacant
7.7 Marketing/Communications	Christine remotely

7.8 Funding	vacant
7.9 Directors At Large. • Message from Christine via Geo. The merchandise store is now open until November 5. • Robin identified that GP Tourism has not list the club in their 2026 guide. Robin to check with Christine, and then go ahead and renew the club's membership.	Greg, Robin, Geo
7.10 Secretary	Cori
7.11 Vice President	Cam
7.12 President. • Along with Robin, he will be attending a seminar this weekend covering, for example, insurance & sponsorship topics.	Michael

8.0 IN CAMERA	
8.1	

Next Meeting: Wednesday November 18 at 7 pm

Adjournment at 9:56 pm