

**Cariboo Ski-Touring Club  
Minutes: February 11, 2014**

**In Attendance:** Peter van Leusden , Brian Black, Marilyn van Leusden, Amy Reid, John Redburn, Ron Watteyne, Bruce Self, Mike Alborn, Lee Morgan, Jim Crellin, Vicki Esplen

**Absent with Regrets:** Greg Strebel, Tony Jaffary, Kathy Jaffary, Sunshine Borsato, Holly Nelson, Chris Elden, Herb Chlebek, Paul Mednis

**Adopt agenda:** M:Bruce 2<sup>nd</sup>: Mike

**Adoption of Minutes of January 14, 2014:** M:Mike 2<sup>nd</sup>: John

**Correspondence:**

1. A map of the Cariboo Mtn harvest plan showing cabin location was distributed among the executive for review and comment.
2. John Dunn presents “Ellesmere Light” Thursday February 20 at 7 pm Chuck Moberly Theatre, Correlieu School. Tickets \$12 at the door or advance \$10 at Rocky Peak (337 Reid St)
3. Troll Telefest, Saturday, March 1. Tickets \$35 includes long sleeve T. Register at Troll or Rocky Peak. Entertainment by Joey Onley Outlaw Band
4. Photos and articles for the 2014-15 issue of Ski Cross Country!

<p><b>"Photographs"</b></p> <p>If you have ski photographs that would be suitable for this publication you are welcome to submit them. Photos using good quality film or high resolution digital images are both acceptable. The preferred format for digital photos is tiff or jpg. Minimum 300 dpi resolution. These are generally the original images supplied by the photographer. <u>NOTE: Images that have been optimized for the web, (72 dpi) are too low resolution and should not be sent.</u></p> <p><i>Note: unless you indicate otherwise, all photos will go on file for possible use in future publications.</i></p>	<p><b>"First Tracks"</b></p> <p>Each year club initiatives and achievements that are encouraging the development of cross-country skiing in communities throughout BC are considered for the “First Tracks” section of the publication. If you have club information you would like to share with other skiers, please forward it to the CCBC Office no later than April 30<sup>th</sup>, 2014.</p>
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Please mail or email to:

**Cross Country BC  
#106 3003 30<sup>th</sup> Street  
Vernon, BC V1T 9J5**

**or  
office@crosscountrybc.ca  
Deadline date is April 30, 2014**

5. Sovereign Lake Freestyle Loppet Sunday March 9.  
5, 10, 15 km recreational events, 30 km race. Register at [www.sovereignlake.com](http://www.sovereignlake.com)

**Old Business:**

1. **Trail naming, practice hill**  
It was suggested that we have a “Contest” to name the “New Hill”.

**Action Item:** Greg will send an email to members requesting names for a vote once the area is being utilized for lessons. **In progress**

## 2. Marketing Plan

A marketing meeting was held February 6 and the minutes were forwarded to the CSTC executive. **Complete**

## 3. CSTC Ski Swap:

Ron spoke with George Ryan about a combined ski swap for 2014. The topic is still under discussion.

**Action Item:** Ron to continue discussions

## 4. First Aid Supplies:

John checked out the FA kit in the passenger door of the piston bully and it is well stocked. **Complete**

## 5. Signage

All signage is complete for the season **Complete**

## 6. Social – Holly

See committee report

## 7. Criminal Record Checks

**Action Item:** Lee will contact Sunshine and Chris for their list of volunteers who have been given the forms to fill out and submit.  
CSTC has received criminal record checks for Janet Allen, Angela McNiff, Lance Loggen, Marjorie Watt, Petrie Neave, Dino Aracki, Catherine Walsh

## 8. Lessons

**Explore scholarship or sponsorship for low income kids.**

The Feb 8 Big Brothers and Sisters event will be rebooked as it was too cold.  
Marilyn has set up free lessons for each Elementary school ski camp. **Complete**

## 9. Fundraising

Brian sent a thank-you letter and several trail passes to the Vanderhoof COOP for their \$500 fuel donation.

West Fraser has agreed to fund a set of 100 new race bibs. **Complete**

## 10. Gratuities

Brian has given ski passes to HMC for their continued support keeping our parking lot cleared. **Complete**

## 11. Ginzugroomer

An article with a photo of the ginzu groomer was published in the newspaper thanking the Community Foundation for their support. **Complete**

## 12. Shed

Ron installed a switch plug for the drain heater in the shed. **Complete**

### 13. Open House

>600 facebook hits, 232 guests including 151 non-members attended.

Guests were ushered in the parking lot by Doug, greeted by club President Brian and member Elaine, served up an amazing toonie breakfast thanks to Holly, Gina and a crew of chefs.

Lessons were provided by friendly top notch instructors Ron, Peter, Jim and Dougal.

125 pairs of skis (69 adults & 56 kids) and 8 sets of snowshoes were lent out by ultra-efficient Marilyn and her competent staff of 15.

8 people joined the snowshoe tour and 7 went along on the ski tour. Vicki lead family fun play.

A total of 229 volunteer hours were logged for this successful event.

**Complete**

### 14. Sponsors

**Action Item:** Marilyn will make a list of sponsors for obstacle course. Thank-you letters sent to sponsors will include a website link.

### 15. Loppet January 25, 2014 Vicki, Jim, Brian

1. Participants: 49 adults, 57 SDP (kids) – total 106
2. Great weather and excellent ski conditions
3. 135 lunches were ordered – participants plus parents/guests
4. Income and expenses are available on a separate spreadsheet. With some expenses not yet clarified, we will finish the event with a profit of approximately \$250
5. Thank you letters are being sent to sponsors and letters/email thanks are being sent to volunteers

Positives:

- Lots of kid participation
- New maps for the kids routes were excellent
- the 16/32 course is very good has changed but this is the best
- on line registration seemed to help – comments?
- Registration on race day (for Zone 4 participants) was smooth
- SDP having their own registration table – maps, questions could be answered
- Split start was great
- Stadium announcing was much improved from previous years – athlete profiles were a nice addition
- this year it helped attract kids by both preparing them and then having coaches sell it as a group activity
- Cookie medals for all were well received
- High viz vests for “officials” helped for questions
- Adding “classic event” to registration clarified the event
- Parking attendant is a must
- Designating a parking spot for deliveries/emergencies was a good plan
- Earlier delivery of lunch – 9:30 ish worked well. Kids were able to eat much earlier and have their awards before the adults filed into the lodge
- having two consecutive banquets works really well. Good use of the lodge
- Lunch was delicious – again. Many comments on good food!
- Lunch tickets/draw tickets at the registration table worked well.
- Having McDonalds coffee and Tim Hortons hot chocolate was great! Did not have to rent urns, purchase supplies. Definitely a “redo” for next year.
- Having someone to collect draw prizes and organize into kids/adults ahead of time was great!
- Having Magnus there as a guest and presenter was wonderful! The history of the club was a positive addition to the introductions

**Complete**

## **16. Winter Carnival – Saturday, February 1, 2014**

The following note was sent to all the club volunteers who helped at the event:

Thank you for coming out today to introduce our sport to those not familiar and to raise the profile of the CSTC in the community. I think it all went very well and it was good to see that the organizer of the event listens to us and addressed all of our concerns from last year. The numbers were down slightly due to the lower temperatures. We had 144 customers. Those that skied had a little more attention than last year and were very appreciative. We definitely got the hook into some who will show up at Hallis and become addicted.

If you have any suggestions to improve our set up and organization please let me know and we will attend to it in the future.

Thanks again! You were an outstanding crew! I had extra help from George and his son Matt who stuck in there until everything was back in its place in the ski shop. **Complete**

## **17. PB backup for Caledonia Ski Club**

Currently Caledonia has decided they won't need our PB for back up as registration is down. Brian will work with Caledonia next season with regards to the Canada Winter Games.

**Complete**

## **18. Gaming**

CSTC received \$750 for community participation as a portion of the \$10,275 total gaming grant. Marilyn, Amy and Brian will continue to allocate costs to gaming as they see fit.

## **19. Trail Maps**

Work is in progress on the trail maps. The team of Greg, Ron, Sunshine and JR continues to labour with building an interim and new map.

**Action Item:** John is targeting April for completion of a venue map(s) for use by skiers.

**In progress**

## **20. Working Alone policy**

**This policy is posted in the rental shop office and filed in the policy binder.**

### **ISOLATED WORK and WORKPLACE VIOLENCE POLICY AND PROCEDURES**

Employees and volunteers regularly work alone in the rental shop and lodge and while considered to be a low risk activity, the following procedures are intended to prevent an incident or as a response to a threatening or potentially harmful behaviour.

A risk assessment has determined that the only identified risks from working alone is sustaining an injury and being unable to call for help or threatening behaviour from a customer, trail user, member or trespasser.

To enhance the safety of all workers and comfortable working environment at the club, determine who your designated check-in person every shift before starting work. This may naturally be a family member but in lieu of a personal contact, a member listed on the emergency procedures will serve as your contact for the shift. Ensure your designated contact person has the club emergency contact people and phone numbers and knows the procedures.

#### **Designated Contact Procedures:**

Inform the designated person that you will be contacting them AT LEAST every four hours and failure to do so means that contact person must

1. attempt to contact you and if not successful,

2. contact a person from the club's emergency contact list to inform them of the failure to check in
3. if unable to reach anyone, the emergency contact must call 911.

**To prevent an incident:**

- Visually check the area upon arrival for anything out of the ordinary like damage, doors left open or ajar, tire tracks or footprints around the lodge in fresh snow.
- If something appears strange or criminally suspect (ie. a break-in) then leave the area and once safely in your vehicle and away from the site, stop and use your cell phone to call someone on the club's emergency call list.
- Without the presence of suspicious activities, use your cell phone and call your pre-determined designated check-in person **at least every four hours.**
- If you feel unsafe at any time, call a member on the emergency contact list and call your designated contact to inform them you are locking up the rental shop and lodge and leaving the site.

**Should Violent or Threatening Behaviour Occur:**

In case of a threatening, suspicious or violent activity,

- Lock yourself in the office and use your cell phone to call 911 and then an emergency contact on the club's emergency list.
- Consider calling the tenants or if outside of the lodge when the violent act occurs, run to the tenant's trailer to protect yourself and call 911 and then a club emergency contact.

**Closing up Procedure:**

- Visually check the area for anything out of the ordinary before leaving.
- Use your personal cell phone and call the designated contact person to let him/her know you are locking up and leaving.
- If you feel unsafe call and ask the on-site tenants for a walk to the parking lot or a club member from the emergency contact list.

Rachel Stefan Cell# 250-991-8064  
 Randy Stefan Cell # 250-983-9788  
 Email: [randystefan@hotmail.com](mailto:randystefan@hotmail.com)

**Motion:** Mike moved to adopt the work alone policy  
**Seconded by John**

**Motion carried.**

**21. Purchase of supplies for courses**

Peter has purchased a white board and flip chart paper for course presenters. **Complete**

**22. Clinics**

John Brisco held a waxing clinic at Hallis Lake 11:00 am Saturday, February 8 **Complete**

**New Business:**

**1. School camps - Marilyn**

**HALLIS LAKE SKI SCHOOL X-COUNTRY SKI CAMPS for CHILDREN**  
 WE OFFER CLASSIC SKI CAMPS FULLY SUPERVISED WITH CERTIFIED COACHES.  
 SKI LESSONS, FUN AND GAMES FOR KIDS in groups AGE 5-7, 8-10, and 11-12  
 BEGINNERS TO INTERMEDIATE. Ski rentals available. **HALLIS LAKE OLYMPICS!!**

## **SKI AND GAMES CAMP**

Sunday February 16th 10-3pm

AGES 5-7, 8-10, & 11-12 beginners to intermediate

Skiing and skill development, then we put it together for the ski games. Fun and friendly time trials, adventure park, bells and balls biathlon.... CHILDREN NEED TO BRING A PACKED LUNCH. We provide hot chocolate. Register by Friday, February 14th by 4 pm.

## **WINTER SAFARI SKI CAMP**

Friday February 28th (NI DAY) 10-3pm

AGES 5-7, 8-10 & 11-12. SKIING AND SKILL DEVELOPMENT COMBINED WITH LEARNING ABOUT NATURE AND THE ANIMALS THAT LIVE AROUND OUR TRAILS. MID-DAY CRAFTS WILL BUILD ON THE WINTER SAFARI THEME. CHILDREN NEED TO BRING A PACKED LUNCH.

We provide hot chocolate. Register by Sunday, February 23rd by 4 pm

Cost: \$35 for each session (\$40 with ski rental). Sign up for both sessions for \$60 (\$75 with rental). Pre-register and pay at Rocky Peak or Hallis Lake Rental Shop.

Contact Jill with questions at [youthskischool@caribooski.ca](mailto:youthskischool@caribooski.ca) or [250-991-6155](tel:250-991-6155)

### **2. Elementary school races - Sunshine**

Reminder that the 32nd Annual Elementary Races (**Hallis Elementary Ski Tournament**) is Saturday February 15th.

The event is free, including free lunch for participants, and there will be a concession with warm soups for the onlookers and supporters. This event is a lot of fun to watch and to support, as many youth participate from the Quesnel school district, as well as Prince George and Williams Lake, competing for individual medals but also supporting their school to win the top three trophies. If someone is willing to take photos and submit them to Greg that would be fantastic. Racers are to show up at 8:30 with a parade of athletes taking place at 9:15 and races beginning at 9:30.

### **3. Web Cam**

Herb is working on a project to set up a webcam to show a view of the staging area as well as the temperature on the CSTC website.

**Action Item:** **Herb** to work towards completion

### **4. Volunteers**

CSTC would like to generate a list of club volunteers.

**Action Item:** **Vicki** will put together a brochure with a simple form for people to fill out ticking off areas in which they are interested in volunteering. Brochures will be located in the lodge and rental shop and possibly at Rocky Peak where memberships can be purchased. Vicki will also mention volunteering in the next newsletter. The membership form will be revised to include a volunteer section. A new executive position of volunteer coordinator may be created.

### **5. Rotary Day at Hallis - Paul**

CSTC would like to host the Rotary Club in March (possibly March 2 Sunday afternoon) to a day which will include trail passes, equipment and some instruction to Rotary members and their families. A sign up sheet will circulate over the next couple of weeks to Rotary members to determine participation and timing.

**Action Item:** **Paul** will coordinate the event

## **Committee Reports:**

### **1. Skill Development Program: Jackrabbit/Track Attack – Sunshine.**

Two canceled sessions due to cold and will do a makeup session by extending season to include March 1st - 88 participants.

### **2. Nordics / biathlon – Jim Crellin**

Regular practices were held at the Hallis range in December and January. Snow conditions were great but some practices were pretty cool.

Several athletes travelled to Prince George to race in the BCWG trials on January 4, Ryand Elden, Anni Kurta, Tristan Langan and Kyra Teetzen qualified to go the BCWG in Mission in February as part of the Zone 8 team. Chris Elden will also go as assistant coach.

The first BC Cup race was re-scheduled for January 11-12 at the Whistler Olympic Park (Callaghan Valley) after cancellation of December 14-15, 2013 event. Conditions were very snowy and windy but our Athletes did well. The Elden family (Claire, Ryan and Chris) and Anni Kurta all took gold on Saturday, Maddison Roll was third in Sr Girls and Kyra Teetzen 5th. In the Pursuit race on Sunday, Anni Kurta and Ryan Elden were first, Chris Elden and Maddison Roll were second, and Clare Elden was third, Kyra Teetzen was 4th.

BC Cup #2 was held in Prince George at the new Canada Winter Games range as part the Western Canadian Championships on February 1-2. Conditions were -20 with slow snow so both skiing and shooting were difficult. Competition was pretty stiff with competitors from Alberta Manitoba, and the Yukon as well as BC and most of our athletes finished in the middle of the pack. Ryan Elden put in a very strong performance taking gold in both the Sprint and Pursuit races. Anni Kurta also raced really well, taking bronze in the Sprint race and Silver in the Pursuit.

BC cup #3 will be held at Smithers on March 1-2 and the BCWG team will race at Callaghan on Feb 20 -23.

Unfortunately we had two athletes decide that shooting was not for them and they have decided to drop biathlon for now. They are still training with the group for skiing and also with the Track Attack group which is great and points out the need to have both avenues available to continue to attract young athletes.

### **3. Membership – Greg**

517, most new members are back country

### **4. Equipment – Mike**

- PB had a battery issue. A temporary fix has been implemented which should last the season. A more thorough inspection and repair is scheduled during offseason maintenance. Otherwise operating well.
- Ginzu has some electrical issues that we will troubleshoot and fix this summer.
- We are into our second tank of diesel.

## **5. Backcountry – Bruce**

Not much to report. Still lots of snow and as far as I know there are no problems with any of the cabins. I still have a pair of repaired snowshoes for both Waverly and Moncton. I am looking for ride into the cabins for these if you or anyone you know has plans to visit those cabins.

## **6. Signs & Trails , Lit track – John**

### **Trails**

An outstanding effort by members saw most of the overhanging branches cleared for the loppet. Other trails continue to be a problem and hazard. I propose to get around the system this week and remove some of the leaners.

Both snowshoe trails are in use with Al Schutz packing his trusty hand saw keeping the Big Foot open

### **Signage**

We are signed out. No new signs going up and existing signs seem to be in good repair. The deep snow has kept the Pisten Bully away from the signs and thereby reducing the opportunity for the PB to attack the signs.

### **Map**

The team of Greg, Ron, Sunshine and JR continues to labour with building an interim and **new** map. Results will be forthcoming shortly.

### **Rangers & Trail Clearing**

In discussions with Mark Courtney of Blue Collar Silviculture they would like to return to Hallis this coming summer. In order to better utilize their services I will have a trail clearing plan ready for them and for the Exec approval for March. Trevor Patchett has offered to brush the trails with his tractor if we provide the fuel. I will follow up and get a commitment from Trevor.

### **Limited Mobility Trail**

Maps and signage need to be created and prepared before May. I will work with Desi at BC Trails to get this in place. An opening of the trail will depend upon the disappearance of snow and dry weather to touch up the trail surface and install signage.

## **7. Social – Holly**

Friday night social to be held February 14.

The club meltdown social will take place Saturday March 15.

## **8. 10 Mile Lake Committee – Peter/Paul**

### **Report from Ten Mile**

Trails in the park are set and skiing is delightful. Adding to the joy are the 2 sets of classic tracks along the perimeter of the lake allowing people to have a conversation as they work on their technique.

Track setting in the park and around the lake, has continued as needed, and the weather has permitted. Track setting has been done by Paul Mednis and Richard Sturt. Bert Sturt assisted but has headed south again.

## **9. 75 K Ski Challenge – Sunshine.**

A suggestion has been sent to all members to challenge the 75 km challenge on Wednesday Feb 19th. The plan is to have skiers meet at 8 am in front of the lodge. Plan on skiing the whole of the 75 km in one day, two days or three days. The two day skiers will meet again on Thursday



and the three day people on Friday. Classic and skate skiers welcome or bring both sets of gear and change part way.

This is not a race so the pace will be reasonable. Let us know at [info@caribooski.ca](mailto:info@caribooski.ca) if you are interested and we might be able to arrange a communal lunch.

#### **10. Guided Ski Tours– Sunshine.**

Continuing each wed night starting at 7.

#### **11. Lodge – Tony & Kathy Jaffary**

##### **Nightly Close-up List**

- Ensure the washroom doors are closed and lights/fans are off. Heat thermostats are to be in their normal position. It is Important to check that the toilets don't have water running inside them unnecessarily.
- Ensure the woodstove door is shut.
- Check that all doors are closed properly and that the back door, office and rental shop doors are locked.
- Office and downstairs thermostats set at 7.5 C
- Close the electrical/mechanical room door. Thermostat set at 15 C.
- Turn off all the lights downstairs.
- Kitchen – ensure the fridge door is closed, the sink taps are off, the stove is off, the coffee makers and kettles are off.
- Fireplace doors are closed.
- Check the upstairs heat thermostat for the correct setting; it should be set at 7.5 C.
- Check that the two upstairs exit doors are closed and secure.
- Turn off all lights – exterior lights are on timers.
- Exit thru the main entrance doors and lock the outside door with the key. Check that both doors are locked.

#### **12. Email communications – Greg**

Greg keeps us all informed of the trail grooming and conditions as well as notices and announcements as they are passed on to him. The photos are better than words.

#### **13. Newsletter- Vicki**

Vicki put together a very comprehensive January newsletter that was distributed to members.

#### **14. Publicity/ Adult Lessons- Ron**

##### **Publicity report**

Posters are up for the John Dunn Ellesmere Light Presentation February 20 Correlieu School Tickets are available at Rocky Peak. Ron spoke to Observer about an article the Radio stations about an interview and sent out emails to industry and business.

Posters are up for the Elementary School Races February 15 at Hallis Lake  
Ron will be speaking to Dale Taylor at the (Rush) radio.

##### **Adult Lessons**

Just finishing up second session of Skate lessons

Have done two sets of each skate & classic

Have had 23 students in total with 63 student sessions for a total of \$1255.00 revenue

## **15. Youth Ski School and Hallis Lake Rental Shop- Jill**

This month has brought changes and challenges to the rental shop and ski school, as well as lots of positive growth and development.

The current cold snap this week has made the rental shop very quiet, as well as has led to the cancellation of our ski school sessions. Our ski schools are all re-booking for the first two weeks in March; most have already confirmed their new dates. We are fully booked through February and with the re-scheduled dates from this week's cancellations we will be booked through the first 2 weeks in March. Though the cancellations and cold weather have made for a quiet week in the rental shop, it is important to bear in mind that when the rental shop is quiet it provides a chance to complete many necessary tasks within our budgeted hours. For example, this week Jill was able to finish a large portion of the prep work necessary for this month's upcoming ski schools, as well as do catch up work on financials, group rentals, and school communications, among other things. Erin was also able to get some of the Lodge Maintenance done during her quiet Tuesday shift, cleaning upstairs and downstairs, inventory, etc. and even with a quiet 6 hour shift there were still tasks left over.

Being open 7 days a week is certainly an interesting venture- we have had many busy days, several steady days, and some slow days- generally the weekends (when the weather is mild) have proved very busy with rentals and pass sales.

Most weekends in January we made over 200\$ each day in rentals alone, and several of those days were closer to 400\$ in rental revenue.

Weekdays have seen an average rental revenue of about 130\$ per day (this excludes day passes sold without rentals).

We have had success this month in recruiting community groups to use the rental shop. We have a special rate Wednesday Nights for rental groups, half price rentals and passes (5.50 for youth, 10.00 for adults) and we currently have 3 groups registered for this special. (Jan 29<sup>th</sup> Girl Guides, Feb 5<sup>th</sup> Youth Group (cancelled due to cold but will reschedule), Feb 19<sup>th</sup> Birthday Party).

We have several other community groups booked to use the rental shop this season, including Big Brother's & Sisters, the Quesnel & District Fire Department, Axis Youth Group, and Cariboo Pulp. We are excited to see interest in using the rental shop & facilities growing for community groups such as these.

I would like to personally thank the Executive for your support and understanding as I work on embodying this new role; the job of Ski School Coordinator is a very complex one and I appreciate everyone's patience and support as I learn.

## **16. Coaching- Peter**

### **1. IC-2 Course**

- Was held Jan. 17 – 19 2014
- Attended by 4 club coaches
- Also attended by 1 facilitator in training
- By informal reports, it was very successful, and very worthwhile
- Alex Dumond was the facilitator
- Costs; \$1071.42 for facilitator expenses and honorarium
- Snacks \$36.64

## **2. Re Cansi Level 1 Clinic**

- Held at Hallis Lake on Sunday Feb. 2, 2014
- Bruce Bennett and his wife (Cathy) facilitated
- Ron W. Helped out
- 13 club members participated in the 3 hr session
- No cost, Bruce donated his time.

**Meeting adjourned at: 8:24 pm**

**Next Meeting: March 11, 2014 at 7 pm at QCEDC office**

### **Goodies Schedule:**

March: John

April: Vicki

May: Chris