

**Cariboo Ski-Touring Club
Minutes Nov 6, 2014**

In Attendance: Peter van Leusden , Brian Black, Marilyn van Leusden, Amy Reid, Mike Alborn, Lee Morgan, Greg Strebel, John Redburn, Jim Crellin

Absent with Regrets: Bruce Self, Sunshine Borsato, Ron Watteyne, , Chris Elden, Paul Mednis, Herb Chlebek, Holly Nelson, Vicki Esplen .

Adopt agenda: M: Amy 2nd: Mike

Adoption of Minutes of October 6, 2014: M: Peter 2nd: John

Correspondence:

1. Cariboo Ski Touring Club (CSTC)
Bunnies, JackRabbit & Track Attack **Open House** at Hallis Lake Lodge
November 28th 2014 From 5-8pm

- Registration-Bring Cash/Cheque
- Ski Rental Fitting
- Un-manned Ski Swap-bring your used gear
- Information about the upcoming season

Note: Registration also at Rocky Peak Adventure Gear during business hours

Old Business:

1. Criminal Record Checks

CRC's can now be done on-line and used by more than 1 organization. Lee has faxed in the form to request CSTC be enrolled in the CRRP service. CSTC will receive a number that volunteers will enter on the on-line form they fill out. This is free for volunteers and \$28 for employees.

Link: <http://www.pssg.gov.bc.ca/criminal-records-review/forms/index.htm> .

Action Item: Lee to update volunteer information sheets with assigned number and distribute to volunteer coordinators.

2. Sponsors

Action Item: Marilyn will make a list of sponsors for obstacle course. Thank-you letters sent to sponsors will include a website link. A mock up sign is done and we are waiting on a quote.

In progress

3. 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. West Road consultants is donating their services to complete.

Action Item: John is awaiting West Road for completion of a venue map(s) for use by skiers.

(Dec)

In progress

4. 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 with Mike's help

In progress

5. 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 also mentioned volunteering in the Oct newsletter.

In progress

6. Trail improvements

A path from the back door to the parking lot was discussed and it was decided that it is not feasible. Instead we plan to widen the roadway to the lodge to include a pedestrian path. Brian will follow up with a letter to Lands requesting permission to do this.

7. Policy regarding Birthday Parties

- There will be no charge for use of Hallis Lake Lodge if the party is held during regular Rental Shop hours.
- The use of the Lodge is not exclusive...other club members can share the space. Tables & benches are usually set up...but can be rearranged.
- The use of the kitchen is permissible: fridge, stove, microwave, some kitchen tools
- Expectation is that the group will be well supervised and that clean-up will be required after the party by users.
- This "Birthday Party" arrangement is for ski groups only...almost all the attendees are expected to participate in x-country skiing. Group size is 16 maximum.

Rates are:

- Wednesday evenings:
4 to 9pm: Equipment Rentals and Day Passes are ½ the regular price for both Juniors and Adults.
- Weekdays and Weekends:
Equipment Rentals and Day Passes are the regular price for both Juniors and Adults with the following saving: Pay for 7 participants and get the 8th participant free.
- An Instructor may be available for a fee.

Motion: Mike moved to accept the above policy regarding birthday parties at Hallis.

Seconded by: Greg.

Motion passed.

8. List of Fall work parties and dates:

- Very successful work party Wednesday October 22 with Tony and crew installing roof dams and John and crew brushing trails.
- Greg Strebel reports: It was a pretty small group (Greg, John, Lise, Clive Powell and Charlie the dog) November 1, and they muffed the trail and wandered through the bush for an hour looking for the Cariboo Mountain cabin, which when found, could hardly have been easier, at about 160 paces into the forest. Did see some fresh moose tracks (and week-old grizzly tracks) during our little detour. Anyway, the crew put a fair bit of wood into the woodshed, should be more than enough for this winter, then, on the way home, filled the two trucks with wood for the Hallis Lodge. Timing was pretty good, had lovely crisp weather in the high country (cabin is at about 1500 meters elevation) and the rain didn't hit until we were nearly back to town.
- November 1 shed building party - Mike:
Today's work party was a rousing success! We got the snowmobile shed framed; all that's left to do is attach the strapping and roof sheeting.
I want to thank Brian Black, Brian Kennelley, Mike MacLachlan, Peter van Leusden, Jim Capan, and Pete Swanson for coming out to help. I also want to thank Bruce Self for loaning us his scaffolding; it made the up high work a lot easier! However, we're not quite done. We'd like

to get the roof on before the snow flies. I'd like to do one more work party on Saturday November 8. If we get enough volunteers, we can get the shed finished in half a day. If you would like to help, please email me at odoitau@gmail.com. You'll need basic carpentry tools, and gloves to handle the metal roofing. A couple of step ladders would be useful, and if anyone can bring an air compressor and/or air nailer, it will help considerably!

9. AGM **Wednesday October 29, 2014 7 pm at Hallis lodge**

47 people attended the AGM. The Executive looks a lot like last year with just a few changes. As part of her role as Ski School Coordinator/Rental Shop Manager, Tania will be taking over the lodge manager duties; a big thank-you to Kathy and Tony for their years of service in this role. Vicki will be transitioning in as President; Paul is a Director-at large. On special assignment are Barb Daigle for cabin bookings and Historians Evi Black and Elaine Watteyne. Thanks to Wes Gregg and fellow adventurers for presenting Portage- The Legend about their wilderness canoeing expedition of Clearwater, Hobson and Quesnel Lakes.

New Business:

1. Remaining work parties required:

The final work party to complete the new Yellowhawk bypass route will take place on November 8. Where: Yellowhawk parking lot When: 9:00 AM

What to bring: Work gloves, appropriate clothing, including possibly rain gear, a lunch, fluids, your camera & pet. Tools will be provided

Please contact me with any inquiries, carpool coordination, and indication of participation
Bruce Self, CSTC backcountry director, [250-747-2119](tel:250-747-2119) bself@goldcity.net

Canis Lupis clearing and danger tree falling will be planned by John & Bruce.
Snowshoe trail maintenance including a short cut to the fields
Brush out obstacle course behind timing hut.

2. Tracking volunteer hours

Tracking volunteer hours is very important for the club. It was decided that it will be an item for the agenda and minutes of the monthly meetings. Mike will forward a form to Amy as a start.

3. Tania Gruene job title

Motion: Brian moved that Tania's title be *club manager/program coordinator*

Seconded by Jim

motion carried

Motion: Greg moved that Tania be paid \$25/hr to be reviewed annually

Seconded by Jim

motion carried

4. President succession plan

Vicki will transition in as club president by the end of the current year. Presidential duties will be passed along to Vicki with many administrative tasks passed on to Tania.

5. 5 year plan update

A few items were added to the 5 year plan. See 5 year plan on the website.

6. Lodge Rental Guidelines

- CSTC's primary business is skiing and our primary users are membership and day pass skiers. We want to nurture and grow our membership and having the lodge available at peak

times during the ski season is part of that growth strategy. Hall rental is not our primary business and should come secondary to our skiers needs.

A CSTC motion passed on May 15, 2012 states, "That Lodge rentals must not interfere with CSTC use: rental bookings should not occur during regular opening times, on winter weekend days, Xmas holidays, or when events are scheduled on the Club calendar unless approved by the Executive."

- During the ski high season, December 20 to mid March 2015, the Lodge will not be available for renting during the day on weekends or during high points in the week. Evening rentals on the weekend would be fine and have worked well in the past.
- CSTC will not rent to anyone who we think may be a risk regarding behavior and property damage.
- Renters will be required to sign a Lodge Rental Agreement and adhere to regulations and Club Rules for Renters as stated in the Lodge Rental Agreement.
- Renters of the Lodge must purchase Special Event Liability insurance and name Cariboo Ski Touring Club, Cross Country Canada (CCC) and Canadian Snowsport Association as "Additional Insured" on the policy.
- If Renters are consuming alcohol, a liquor permit must be applied for and be a provision of the Special Event Liability Insurance policy.
- Renters must purchase this liability coverage from an insurance company and present the policy to CSTC before renting.
- Before renters receive keys to the lodge, renters will sign the Lodge Rental Agreement, give CSTC a copy of their insurance coverage, a cheque for the hall rental and another for the damage deposit. If we invoice a group, only the damage deposit is necessary before hand.
- CSTC's Lodge Manager will keep a record of rentals and income and submit that information to the executive meetings the same as all of the other program reports. It can be submitted as part of a general Lodge management report.
- The Lodge Manager will deposit the cheque with all of our other deposits making sure that it is broken out for Amy's info the same as the passes, ski school, adult lessons etc are.
- Rental records and copies of insurance will be kept and filed in the office.
- Renters must be respectful of the home that is on the property etc. No activity of any kind near the home or the tenant's vehicles. No camping unless it is part of the rental agreement and if they do camp it should be at least 60 meters away from the tenant's home.
- Parking should be in the parking lot only. Vehicles can park in front the lodge to load and unload but cannot park in the stadium.
- Fires permitted in the designated fire pit if there is no fire bans.

Action Items:

- CSTC 's employees need to have the Food Safe course. CSTC will pay the registration costs of the course.
- CSTC needs to advertise the "Warm Concession" that will be available on Saturdays & Sundays
- CSTC will request that Bliss prepare a price list of concession items.

7. Lodge Catering

Bliss has agreed to provide a warm concession on all of the Jack Rabbit Saturdays in return for the BC Cup Biathlon and Loppet catering. BC Cup and Loppet organizers will still deal with Jas, at Bliss, directly to organize their event needs.

Jas will bring warm soup and sandwiches and baked goods at 11am on Saturdays, leave them to be sold on an honor system Saturdays and Sundays. CSTC will return his crockpot and cash at the beginning of the week.

CSTC is not at all financially responsible for the “Warm Concession”, except for submitting the concession money back to Bliss. Bliss will cater a self-serve hot soup and sandwich bar in the lodge on weekends.

Action Item: Ron to design a poster and have the CSTC website updated with this information. Greg to send the poster to the members.

8. Lodge Insurance

The lodge is currently insured for \$245,000 which may not be enough to rebuild.

Motion: Peter moved that CSTC bumps lodge coverage with Johnson Meyer to \$295,000

Seconded by: John **motion carried**

Action Item: Brian to follow up with Johnson Meyer and have coverage increased.

Committee Reports:

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

Track Attack ski days will be Saturdays concurrent with regular SDP/JackRabbit times at 10:30 am to 12:00 noon and on Tuesday Nights For those kids still in the SDP/JackRabbit program, they would attend regular lesson days on Saturdays and Mondays where scheduled as well as the Track Attack Tuesday nights throughout the season. If you have any questions please contact Nicole Strand at 747-2665 or Lisa McCargar at 992-9769

2. Nordics / biathlon – Jim Crellin

Regular practices are being held at the Kurta’s range until the winter range is in operation. Shooting practices are now on Saturday mornings as well as dryland training during the week. We have 8 junior athletes and 3 masters training as of September and have rifles available for more junior athletes.

There is a lot of preparation underway to host BC Cup #1 on January 2-4. Planned Start-Finish area upgrades have been completed as far as they will go this year and a lot of brushing and burning carried out. The Range and Penalty loop look great compared to two weeks ago. We have held the two organizational meeting and selected most of the key officials as well as setting up a committee to handle the preparations. The volunteer list is coming along nicely, and we have a local volunteer to learn the timing program but we would still like some expert outside help from BIBC which is supposed to be provided as part of the hosting policy.

The competition trails have all been re-GPSed and maps and elevation profiles developed by Jim Kurta. The timbers for target setup at the range are in place.

Winter Range set-up is tentatively scheduled for November 15, 2014 if the ground freezes up next week as forecast.

3. Membership – Greg

Forms and links have been updated and you can sign up for membership and programs at the usual places. John and Brenda are generously accommodating the club once again by taking memberships at Rocky Peak on Reid Street. You can also register on line using a credit card, at no extra cost.

Forms can also be downloaded from our website and filled in, then brought to Rocky Peak or one of our major functions or to the Hallis Rental Shop once that opens. Memberships will be accepted at the AGM at Hallis lodge 7 pm Wednesday. (Cheques are preferred to cash please.)

The following is the link to the CSTC membership page where you can choose to download a PDF of the registration form or you can go to the site of the on-line host Zone4:

<http://www.caribooski.ca/membership-info.html>

4. Equipment – Mike

See old business item-8 List of fall work parties.

5. Backcountry – Bruce

6. Signs & Trails , Lit track – John

Signage

Trails John led a brush clearing party at Hallis on Wednesday October 22

Projects

Lit Track There is a line down, John and Ron will work with volunteers qualified to do the repairs.

7. Social – Holly

8. 75 K Ski Challenge – Sunshine.

9. Guided Ski Tours– Sunshine.

10. Email communications – Greg

11. Newsletter – Vicki

Fall newsletter out in October

12. Loppet – Vicki

13. Volunteers - Vicki

Vicki circulated a sign up sheet at the AGM.

14. Fundraising – Marilyn-Brian

- BC Community Gaming Grant,
- Ski S’Kool Program Grant: CCBC,
- ViaSport: Northern BC Coaching and Officiating Development Fund,
- ViaSport: Local Sport Development Fund,
- Northern Health IMAGINE Grant
- Vanderhoof & Districts Co-operative Association

15. Publicity/ Adult Lessons- Ron

16. Youth Ski School and Hallis Lake Rental Shop- Marilyn

a) Ski School Report

1. A list of additional teaching and play equipment has been created by Vicki & Marilyn for Youth Ski School. Marilyn will take an inventory of existing equipment. A combined order with SDP will be made.
2. The Obstacle Course behind the timing hut will have more features added this December. Two more teaching areas will be further developed at Pancake Flats and 4 Corners.
3. At present, 6 groups have chosen lesson dates: Ecole Baker (2/3, 4/5), Bouchie (3/4,6/7), Bouchie (K, K/1), Riverview (4/5, 5/6), NCCS (Primary) and St Anne’s (K-3).

Voyageur, Carson schools are in the process.

The booking calendar is open for registrations from January 5th to March 13th, 2015. At this time, we might be able to handle one more school.

4. If you are interested in coaching please contact Tania and if you would like to attend a coaching course contact: Peter van Leusden.
5. The Youth Ski School program will be receiving a grant from Cross Country B.C., as well as, funds from the Province of British Columbia (Gaming Grant 2014-15), and ViaSport to assist with the costs of the program.

b) Rental Shop

The Rental Shop and Lodge will be open 7 days a week: 12 noon to 6 pm weekdays with extended hours Wednesday nights till 9 pm. On weekends, the hours will be 10 am to 4 pm.

1. The Rental Shop and Lodge will open December 20, 2014 and continue to the end of March or beginning of Spring Break depending on snow conditions,
2. During the Christmas holidays the Rental Shop will be open except for Christmas Day and New Years Day.
3. CSTC is encouraging community groups to use our facilities in the afternoons and Wednesday evenings. Contact Tania if you have any groups that might be interested in lessons and rentals.
4. We also have received an Imagine grant from Northern Health to financially support 2 ski camps for children from 11 to 14 years old.

17. Coaching- Peter

The CSTC is offering the following two courses:

1. Cross Country Officiating Level 1. Saturday Nov. 22, 9:00 AM to 5:00 PM at Hallis Lake Lodge.

This introductory course is an excellent way to learn how to run a x-c ski event. It will assist volunteers in understanding the full scope of a x-c ski event, and their role in it.

The club needs more volunteers with this knowledge base; as we continue to host the Hallis Lake Loppet, and Elementary School Races.

The course will be free. Contact Peter van Leusden at vanleusp@quesnelbc.com for more info., or to express interest.

2. Cansi Level 1 instructors course. Dec. 13-14, all day at Hallis Lake Lodge

Bruce Bennett is willing to come down from PG to facilitate this course. This is an excellent course to improve your own classic and skating techniques, as well as gaining confidence in demonstrating and instructing x-c skills. Cost is \$300.00, if taking for your own personal use. However the club will reimburse the fees if you apply to the club, and are willing to assist in the adult ski lesson program.

Contact Peter van Leusden at vanleusp@quesnelbc.com for more info., or to express interest.

Meeting adjourned at: 9:05 pm

Next Meeting: December 2, 2014 at 7 pm at QCEDC office at City Hall

Goodies Schedule:	December	Amy	January	Peter
	February	Vicki	March	John
	April	Sunshine	May	Ron