

**Cariboo Ski Touring Club  
Minutes: October 18, 2011**

**In Attendance:** Brian Black, Marilyn van Leusden, Christine Kraayvanger, Greg Strebels, Bruce Self, Chris Elden, Jim Crellin, and Ron Watteyne.

**Absent with Regrets:** Sunshine Borsato, Kathy Jaffary, Tony Jaffary, Peter van Leusden, Celine Giesbrecht, Elaine Watteyne, and Holly Nelson

<b>Adopt agenda:</b>	<b>M: Greg</b>	<b>2<sup>nd</sup>: Ron</b>
<b>Adoption of Minutes of May 14, 2011:</b>	<b>M: Ron</b>	<b>2<sup>nd</sup>: Jim</b>
<b>Adoption of Extraordinary General Meeting of June 16, 2011</b>	<b>M: Jim</b>	<b>2<sup>nd</sup>: Ron</b>
<b>Treasurers Report:</b>	<b>M: Greg</b>	<b>2<sup>nd</sup>: Ron</b>

See attached Bank Reconciliation report 10/18/2011. Christine requests that expenses for the Youth Ski Program be recorded under Project heading on the CSTC reimbursement form.

**Correspondence:**

1. Email received October 12, 2011 from Laura Kennedy ([laura@bikeatac.com](mailto:laura@bikeatac.com)), ATAC Sportswear. Her company supplies Nordic jackets, bibs and banners, as well as technical t-shirts and winter jerseys. Visit <http://www.xcountryatac.com> or <http://www.atacsportswear.com>
2. Email received October 12, 2011 from Jim Burbee ([venturefc@telus.net](mailto:venturefc@telus.net)) regarding a conference call for all Northern Zone Ski Clubs to discuss strategic initiatives related to the 2015 Canada Winter Games.
3. Letter received from the Ministry of Finance dated October 6, 2011 requesting CSTC completion and submission of the Society Annual Report (Form 1) along with the Annual Report Fee of \$25.00.  
**Action Item:** Marilyn will complete and ask Christine to mail along with cheque to BC Registry Services.
4. Letter received from Rotary Club of Quesnel dated October 4, 2011 requesting CSTC pledge and support the annual Radio-TV Auction to be held November 28<sup>th</sup>, 29<sup>th</sup> and 30<sup>th</sup>.  
**Motion:** Ron moves that the Cariboo Ski Touring Club pledge a donation of two All Inclusive Adult Club Memberships for the 2011/2012 season worth \$85.00 each and three sessions of Adult lessons for two individuals worth \$60.00 each.  
Seconded by Bruce. Motion carried.  
**Action Item:** Marilyn will complete the Pledge Form and mail to Rotary Club of Quesnel.
5. Email received October 17, 2011 from Desi Cheverie, Ministry of Natural Resource Operations Recreation Sites and Trails BC requesting CSTC contributing to the Natural Resource Road Act Project (NRRRA) to improve resource road laws and regulation for the benefit of all users. Comments are invited on a DISCUSSION PAPER that will help build the foundation for the NRRRA. This discussion paper will be the starting point for a single, streamlined law that applies to the construction, maintenance, use and deactivation of all resource roads in B.C.  
For further information visit the project website [Natural Resource Road Act Project website](#).  
**Action Item:** Bruce will look at the Natural Resource Road Act and share his thoughts at the next meeting.

**Committee Reports**

1. **Jackrabbit – Celine**
  - See attached Jackrabbit Schedule.
  - Request that the wording be revised for January 28, 2012. Perhaps, “Jackrabbits participate in Hallis Lake Loppet”.

## 2. Nordics / biathlon – Jim/Peter/Rob

September/October 2011 Report

- So far this season we have 13 athletes participating
- Dryland training and shooting sessions started October 1, 2011
- A hike to Mt Murray will be held on Oct 22.
- There is a running biathlon race on Oct 30 in Prince George that we will be attending.
- Two cases of ammunition and 2 spare clips have been ordered
- Ammunition prices continue to climb and it is recommended that we increase rifle rental fees by \$15 - \$20 to help cover costs.
- BC Cup races this year are scheduled for January 14-15 at Omineca(Burns Lake), February 11-12 at Telemark ( Kelowna) and March 3-4 at Callaghan
- The process of handing over responsibilities in Coaching Transition plan is progressing with Peter having arranged to hand over the email notification duties

## 3. Membership – Greg

**Action Item:** Greg will complete Form 3 and mail initial fees to CCBC.

**Action Item:** Greg and Jim will investigate the viability on having online registration available for this year.

## 4. Equipment / lighted track – Brian

### EQUIPMENT:

- Several work parties were organized to deal with equipment deficiencies in the off season. Currently the equipment is in good condition and ready to go.

### Pisten Bully:

- Annual servicing was completed including a change of the hydraulic oil. The drive lever assembly was rebuilt and considerable work was done to enclose the engine fan drive. There were some other minor repairs done.
- Two new reinforced wheels are on order. It is hoped that this will eliminate the ongoing problem of front wheel failures. Cost about \$500.00

### Twin Tracks:

- The Alpines were serviced. Skoges were built up on two of the machines and a broken bogie was replaced on the Rubber Ducky.
- The Alpine 1 being kept at 10 Mile and is being maintained by the Fire Hall. It is thought to be in good running condition for the upcoming season.
- Our snow grooming implements, roller and packer bar are in good shape.

### TRACK LIGHTING:

- A large spruce has fallen on the Katimavik loop and has broken both wires. A repair is planned for late October.

**Action Item:** Ron investigating the possibility of help from Telus.

## 5. Loppet – Elaine

- 2012 Loppet will be held on Saturday, January 28, 2012.
- Anyone interested in helping organize this event please contact Elaine at [3watts@telus.net](mailto:3watts@telus.net)
- We have had no problem getting volunteers for the day of the event, but I need someone on board as co-organizer.
- Elaine requested in the May meeting that we increase the Jackrabbit fee to cover the cost of participation in the Loppet and that the Loppet be part of the Jackrabbit schedule and that all Jackrabbit participate
- **Action Item:** Celine and Elaine discuss and let Greg know if Jackrabbit fees need to be increased. Suggested that Jackrabbits participating, those able to ski the shortest distance, be charged the usual entry fee as established for the Loppet and lunch be available to Jackrabbits, as soon as possible, after their race.

**6. Backcountry – Bruce**

- Moncton has a new outhouse.
- Murray Cabin has a wood supply cut & stored under the cabin.
- Cariboo Mtn. will have a work party on Sunday, October 30, 2011 to cut wood and build a wood shed.
- Waverly will have a work party on Monday or Tuesday, October 25<sup>th</sup> to mount a new stove.

**7. Social – Holly**

- Does Holly need another coordinator to assist?

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

- Peter, on behalf of CSTC, has sent a draft of a Five Year Management Plan for Ten Mile Lake Park to Chris Armstrong, North Chilcotin Area Supervisor, BC Parks, Cariboo SectionThompson-Cariboo Region, Ministry of Environment for review. The final plan will be sent to the Permit Office so a Park Use Permit, Authorization # 102488 can be granted.

**9. Lodge – Tony & Kathy Jaffary**

- No report.
- Renovations for the Youth Ski Program and Rental Shop are underway in the basement of the Lodge.

**10. Newsletter- Greg**

Updating email addresses as required.  
 Greg is using his gmail account for messages.

**11. Publicity/ Adult Lessons- Ron**

Instruction- will have a meeting with 3 other instructors and try and work out some kind of schedule and fees for lessons

Publicity- Would like to get 2 sign boards made up to display downtown

**Action Item:** Ron will provide an estimate of the cost of the sign boards and permit. He will share the design of the boards at the meeting in November.

**12. Youth Ski Program- Sunshine, Celine, Lisa, Brian, Marilyn**

Funding Source	Request	Response	Response
CSTC	\$2,000	\$2,000	approved plus \$4,000 in kind labour
Community Futures	15,000	15,000	contribution agreement in place Payments on submission of CSTC invoices
Sunrise Rotary	9,000	9,000	received
Community Foundation	5,000	3,000	received
Rotary Club	3,000	5,000	received
Lions Club	2,000	0	declined, willing to support Schools' ski programs
Knights of Columbus	unspecified	unspecified	pending
Mountain Equip Co-Op	\$5,000	\$4,000	mounting/shipping i/p

The project is fully funded. A total of \$42,000 is available for the project estimated at \$40,000

**Recent activities**

- The skis boots and poles were received by Rocky Peak, bindings are mounted. All have been transported to Hallis. We are currently awaiting invoicing.

- Lodge renos are well underway with 10 volunteers contributing on Oct 16<sup>th</sup>. Another work party is scheduled for tomorrow, Oct 19<sup>th</sup>. All work is proceeding according to plan.
- The plan to recognize sponsors is being implemented
- The ICC clinic was held in September and a tentative list of instructors adequate for the first year of the program has been assembled.
- Contact is being made with the schools in order to put together a schedule for the school program.

### **Pending Activities**

- Policy development for the school program
- Decision making regarding the hiring of a rental shop / school program coordinator.

### **Old Business**

1. Sponsor Request:  
Discussion regarding CSTC making one request to sponsors to cover all special events for the season.  
**Action Item:** Greg will send out an email message requesting a volunteer to be a fundraising coordinator.
2. **Action Item:** Elaine will forward Loppet Safety recommendations recorded from last year to Marilyn for inclusion in the minutes.
3. **Action Item:** Jim and Bruce and Arnold will go out and check VHF reception at Hallis.
4. **Action Item:** Peter will finalize the Five (5) year Management Plan and review the Draft copy of Park Use Permit, Authorization # 102488, Ten Mile Lake Park for the term of January 1, 2011 to December 31, 2015 that was received from Donna Beaven, Permit Officer, Park Use Permits, Permit and Authorization Service Bureau, Ministry of Natural Resource Operations.
5. **Action Item:** Tony, Kathy, Christine, Sunshine & Greg will meet to discuss proposed recommendations for decorating guidelines of Hallis Lake Lodge and present a motion at the next meeting.
6. Printer for CSTC  
CSTC needs a laser printer. Greg or Christine will consider donating a used one.
7. Hallis Lake Lodge: Storage area  
**Action Item:** Kathy will investigate the number of containers required to properly store the materials and purchase them.
8. Snowshoe map:  
John Redburn will join the Executive as a Director for Snowshoeing and signage. John has been working on the snowshoe trails and has completed a rough map of the snowshoe Trails.  
**Action Item:** Chris will work with John on making the snowshoe map suitable for posting on the website.  
**Action Item:** John will check the Adventure Park sign and others for replacement or improvements.
9. HST Issue  
No feedback from Desi Cheverie regarding CSTC's report on GST/HST and the implications for CSTC, so we will not collect HST.

## New Business

### 1. Letter of Authorization for Canada Post:

**Motion:** Marilyn moves that the Cariboo Ski Touring Club authorizes any of the following representatives: Christine Kraayvanger (Treasurer), Marilyn van Leusden (Secretary), Chris Elden (Vice-President), Sunshine Borsato (Vice-President) and Brian Black (President) to receive parcel and letter mail, for which signature may or may not be required, addressed to or in care of the Cariboo Ski Touring Club, until otherwise notified in writing.

Seconded by Brian. Motion Carried.

**Action Item:** Marilyn will take the completed Letter of Authorization and CSTC Minutes of October 18, 2011 to Canada Post.

### 2. AGM:

Date: November 16, 2011

Agenda: Marilyn will set agenda & Brian will collect Directors' reports and compile them for the AGM.

**Action Item:** Ron will ask Gary Seale to create a poster for advertising the AGM and send the proof to Brian to approve.

AGM will start at 7:00 pm and Brenda Beatty's presentation will begin at 8pm (1 ½ hr)

Elections: The present Executive will allow their names to stand for re-election:

President:	Brian Black
Vice-President:	Sunshine Borsato
Vice-President:	Chris Elden
Secretary:	Marilyn van Leusden
Treasurer:	Christine Kraayvanger

Brian will put forth a motion at the AGM, to have appointed Directors approved by the General Membership so they will be able to vote on motions at the Executive meetings.

### 3. Calendar of Events:

- a. Jackrabbit schedule: See attached schedule
- b. Nordics/Biathlon schedule: Saturday & Wednesday nights
- c. Club Registration: Thursday, December 1, 2011 is the last day for discount rates.  
**Action Item:** Greg will organize Membership sales at Rocky Peak for Friday, November 25 and Saturday, November 26<sup>th</sup>.
- d. Pancake Breakfast: January 8, 2012
- e. Loppet: January 28, 2012
- f. Winter Carnival: ?
- g. Elementary School Race: February 18, 2012
- h. Club Socials:
- i. Adult Ski Lessons:
- j. Adult Biathlon Session:
- k. Ski Tours: Wednesday evenings: confirm with Sunshine

### 4. Addition of a ventilation system to the Lodge.

With the addition of the Rental Shop and the need to dry out boots and other ski equipment, the Lodge will need to have a heat recovery ventilator system to exchange moist air.

**Motion:** Greg moves that CSTC will fund any portion of the ventilation system not covered by the Youth Ski Program Budget. Seconded by Bruce. Motion carried.

5. Hiring of a ski shop attendant / school program coordinator

Discussion followed regarding the need for CSTC to hire a ski shop attendant/school program coordinator and the implications of this to our membership and volunteers.

**Motion:** Jim moves that CSTC proceed with hiring a ski shop attendant/school program coordinator. Seconded by Ron. Motion carried.

6. Membership Drive for 2011/2012:

**Action Item:** Greg, Sunshine and Ron will work on promoting our membership through advertising, newspaper articles and emails to our past membership. Ron will approach Al Manderson for his assistance.

7. Initial Fees to CCBC:

Greg is taking care of fees to CCBC.

8. Website Update:

**Action Item:** The Youth Ski Project group will work with Herb to update the website regarding the Youth Ski Program, Rental Shop and Calendar.

9. Ski swap: Friday, October 28<sup>th</sup> at West Park Mall.

Opens at 3 pm and closes at 9 pm.

**Action Item:** Greg will organize CSTC involvement: banner, membership forms, cash box (MvL), SunRise Rotary pictures.

10. Fall Central Registration feedback:

Some interest but no memberships bought.

**Action Item:** Greg will forward 2011/2012 registration form to Marilyn for files.

11. Goody Schedule:

November: Jim

December: Chris

January: Brian

February: Christine

March: Ron

April: Celine

May: Sunshine

12. Review of CSTC 2010/11 Objectives: April 20, 2010.

TABLED till next meeting

Brian has highlighted sections that CSTC did not completely address in 2010/11 for further discussion.

1. Jackrabbits or young skiers –

-Target participation in the Jackrabbit program to 50 or more. Introducing youth to the sport is fundamental long term 5

- Recruit coaches and instructors for Jackrabbit, Track Attack, adult lessons etc 1
- Conduct in-house skill sessions 1
- Source level 1 course and encourage certification and re-certification 1

-Start a Track Attack program 1

-Work to improving bridging between all of the CSTC youth programs 1

2. Trail or facility improvements –

- Work towards more fully utilizing the lodge. It should be open and warm on the weekends and a few evenings with a self help concession. A full concession open on Saturday and event days 1
- Work on changing the FSR to a gazetted road 1
- Accumulate adequate funds so that a new snow cat complete with all reasonable accessories can be purchased 5
- develop a priority plan for backcountry cabins which for 2010 will include 1
  - Moncton outhouse

4. Ski events –

- Consider including skating in the loppet/marathon or other event 1

Review of CSTC Five Year Plan: Year 2 Objectives:

2. Trail or facility improvements –

- Add features to / expand the Adventure Park – it is a key attraction to many young skiers 2
- Continue to accumulate tracksetting tools so that trails are groomed in optimum fashion even if the PB is out of service (ginzo groomer) 2

5. Continuance –

- Continue to operate as a 100% volunteer group ie. Club members are not paid for their contribution A
- Appoint a club historian to write a full history of the club. We are in danger of losing a lot of this information unless it is recorded. Cabin log books need to be located and kept for club history (Note that the Prince George club has done a good job of recording their history and is quite valuable.) 2

**Meeting adjourned at: 9:57 pm**

**Next Executive Meeting: November 8, 2011 at QCEDC office at 7:30 pm**

## December 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10 Jackrabbits (10:30-12:00)
11	12 Jackrabbits (6:00- 7:00)	13	14	15	16	17 Jackrabbits Christmas Party! (10:30-12)
18	19 No Rabbits- have fun skiing!	20	21	22	23	24 No rabbits- have fun skiing!
25	26 No Rabbits- Have fun skiing!	27	28	29	30	31

## January 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Jackrabbits (6:00-7:00)	3	4	5	6	7 Jackrabbits (10:30-12:00)
8	9 Jackrabbits (6:00- 7:00)	10	11	12	13	14 Jackrabbits (10:30-12:00)
15	16 Jackrabbits (6:00- 7:00)	17	18	19	20	21 Jackrabbits (10:30-12:00)
22	23 Jackrabbits (6:00- 7:00)	24	25	26	27	28 Hallis Lake Loppet (All rabbits welcome to join in the fun!)
29	30 Jackrabbits (6:00-7:00)	31				



## February 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 Jackrabbits (10:30- 12:00)
5	6	7	8	9	10	11 Jackrabbits (10:30- 12:00)
12	13	14	15	16	17	18 Hallis Elementary Races.
19	20	21	22	23	24	25 Jackrabbit Meltdown Party!!
26	27	28				

## JACKRABBIT 2011/2012 SCHEDULE

### INFORMATION FOR PARENTS:

- Jackrabbits is a fun winter activity for 2-13 year olds
- you can register downtown at Rocky Peak Adventure Gear
- all Jackrabbits are welcome to participate in the Hallis Lake Loppet even though there are no scheduled lessons that day.
- Parents are welcome to attend lessons too, come out and enjoy!
- Please label all equipment (especially poles)
- arrive early and join classes promptly as groups may be difficult to locate if you arrive late.
- group leaders and coaches are NOT responsible to wax skis so ensure equipment is waxed before lessons begin.
- there will be waxing clinics and free parent lessons during some sessions. The dates will be announced later in the season.
- it's recommended for skiers entering into skill level Orange and higher to have waxable/skate skis so they can glide easier when learning how to skate ski.
- All Bunnies, in Tiny Bunnies group, must be accompanied by a parent or guardian (over 12yrs) for the duration of their lessons.

\*for the safety of the participants, Jackrabbits **is cancelled if the temperature downtown is colder than -15 C one hour before Jackrabbits starts.** Current temperatures posted on the club's Jackrabbit webpage-  
[www.caribooski.ca](http://www.caribooski.ca)

-In the event that Jackrabbits is cancelled, due to weather conditions, we will have a make up lesson later in the season

For further information please contact Celine at 250-992-5816 or [crgiesbrecht@gmail.com](mailto:crgiesbrecht@gmail.com)