



Minutes for Board Meeting December 16, 2025

In Attendance: Brian Balkwill, Karen Balkwill, Eric Matzner, Jim Crellin, Ron Watteyne, Chris Elden, Greg Streble, Lori Carifelle, Savannah Robinson, Elaine Watteyne, Jordan Yntema, Chris Hyde, Neil MacKay, Tera Bourke

Regrets:

Shannon Coffey, Peter Van Leusden, Derek Woolends

Via: Hallis

7pm-8pm

Meeting commenced at 7:03 pm

Adoption of Agenda:

Motioned: Greg

Seconded: Chris E

Motion passed

Adoption of Meeting Minutes:-

Motioned: Ron

Seconded: Eric

Motion passed

Correspondence:

none

President's Report: Brian Balkwill

Well snow is finally here and skiing is terrific. All the trails have been packed by the dedicated group of volunteers and now the Piston Bully is in full swing grooming and setting tracks. Lots of snow in the forecast should make for a great season. We intend on officially opening the lodge on Dec 19th. Lori will speak to the hours planned. The Kiosk is now complete and will likely be in place for the season by the time of this board meeting. Thanks to Grizz contracting for the construction of the shell, West Fraser for supply of lumber and plywood, Ron Watteyne for all the electrical work and Brian Kennelly for helping me insulate and sheet the inside. I completed the summary of the volunteer hours for this past season. We had a shocking number of 4346 hrs and this is without a major event like a BC cup race or BCWG. Well done everyone!

Treasurers' Report: Lori Carifelle

<u>Current Bank Balance :</u>	<u>Dec 13,2025</u>	<u>Nov 13,2025</u>
General	\$22,649.97	\$38,217.39
Gaming	\$21,935.97	\$21,939.97
Cashable Term 004	\$30,406.85	\$30,406.85
Short Term Escalator 005	\$7,000.00	\$7,000.00
Total:	\$81,992.79	\$97,564.21

Outstanding Major A/R : None

Outstanding Major A/P beside staff wages and reimbursements:

Race team order: \$4,687.
Sign Stop: \$4,420.39

Manager & Coordinator's Report:

Lodge Manager Report December 9 2025

<https://calendar.google.com/calendar/u/0/r/year-> link to the years google calendar where all events, bookings, and lessons will be listed.

Old business:

- Santas cabin prep. If temperatures are too low, Santa will be in the lodge instead.
- year end for Hallis submitted
- organized for Santa's cabin winter solstice Dec 21, 22 10-4. Could use volunteers at the cabin serving hot dogs and keeping fire going for an hour or two. Please come out for the solstice party starting at 5 with a snowshoe around the lake with Eric followed by drinks and appies in the lodge.
- Have hired Savannah Robinson as our ski school instructor. She and Colton Robinson will also be part time lodge attendants along with Olivia Zipser.
- Have replaced batteries and pads In AED.
- Have a few reciprocal agreements with fellow clubs, now listed on our website, where you can ski at a discount.
 - **Lori will talk to Scott at Troll to push for agreement**
 - **Greg will publish reciprocal agreements**
- Picture ID passes required by some resorts for reciprocal agreements. Pass can be done once and then put sticker on each year to update, or pay for a new one if lost. Potential to get a grant to cover equipment to do this.
 - **Lori will look into making picture ID passes for next year**

New Business:

- Have sent out an awesome new ski school brochure created by Savannah to all of the schools, so far have Carson School booked as well as some homeschoolers.
- So far coaches on a regular basis are Lori, Colton, and Savannah, possibly Colleen Murphy as well. No one else on past lists is committing to more than 1 or 2 sessions. *Colton and Erin were unable to take the coaching course. They cannot coach until they have it. They may take the course in 100 Mile – possibly December?*
- Would also like to offer snowshoeing in our school package, encouraging schools to stay the day and ski and snowshoe. Have asked John Courtney for a quote on snowshoes, and would like this to be considered for future grant applications. If half kids snowshoe and half ski, then switch, less coaches are needed. We are short staffed: Savannah, Lori, Colleen, Tammy. Colton and another girl may become available when course taken.
- Cost per student up to \$20 from \$16. St. Annes complained about having to pay for students who don't show up, but without notice, we are paying for coaches we don't need.
- Have changed the New Year's Eve ski and appies to a pancake breakfast on New Year's day from 9-12. Charge will be \$10
- Would like to look into picture season's passes for next season.
- Full moon Skis: January 3rd, February 1st, March 3rd - need volunteers to lead and set up telescope. Chris H has a telescope we can use. Rome Borsato is good with astronomy.
- Mountain Film Festival: date to be determined
 - Feb 20, 7:00-9:30 pm. \$15/ticket.
 -
 - **Ron, Brian, Karen, Savannah and Tera will view potential films to decide which ones to show.**
- Celebrate CSTC 50th anniversary with a Sip 'N Savour with Barkerville Brewing: January 31, 2026. Will sell 100 tickets for 5 station event. Need volunteers with serving it right. Have not been able to contact Barkerville Brewing regarding the sip 'n savour which means we may have to do it on our own, which means more volunteers but we'd also keep the revenue.
- Frosted Glide Race date still to be determined. A fun start at your own pace race. Entry fee includes a cookie medal upon completion. This will replace the Lopet.

- Snowshoe hut Bannock over the open fire. Family day Feb 16
- Saturday and Sunday lunches in the lodge.
- Coffee houses: dates to be determined
- Coffee tasting with Cariboo Kawanas- details and date to be determined-
- Official lodge opening Dec 20. Open 7 days/week over holidays. Closed Thursday and Friday after holidays are over
 - **Greg will put out to members.**
 - **Savannah will put on social media.**
- Sip 's Savour – Barkerville Brewing hasn't returned calls. **Savannah will follow up with her.** Without them we could still do, but will need people with "serve it right" and liquor license.

New Business:

- 1) LRF recognition - Neil
Keith Belcourt has requested some recognition of LRF Contracting for their donations to the CSTC. Is it possible to replace the outdated ABC Communication sign of the map kiosk structure with a LRF sign?
Ron will make a sign recognizing West Fraser, LRF and Griz Construction to put on kiosk.
- 2) Coffee branding – Lori - Can have our own label on bags of coffee and sell for fundraising. Also could do tin mugs with logo.
- 3) snow making system. – Eric
Eric wondered if we should use system every year so we know it works, and people know how to use it. Ron said very little water pressure last he tried it, and it is a huge amount of work. There is safety risk using it due to high pressures. Brian questioned whether we need it at all – lots of maintenance and doesn't actually do much. It is valuable for fire suppression, so we should keep the pump and sell the compressor and snow gun. Greg said we need to be careful selling, as it was bought with a grant. We can reallocate the funding to something else and let the grantors know. Table discussion to April meeting.
- 4) Road plowing – **Brian will call Emcon re: plowing**
Chris E will ask Dan what is happening with road plowing in area
- 5) Timing skiing – Being able to self-time laps may be an incentive for some skiers. Timing fobs are too expensive. **Savannah will look into making more segments for Strava so people can use the app on their phones.**
- 6) College night – Savannah called CNC and they were interested in having a night for students and administrators. Should also include other community members in that young-adult age group. Night skiing and apres activities in the lodge. **Savannah will set this up.**
- 7) Lodge attendants need to make sure wheelchair ramp is always clear of snow and ice.

Old Business:

1. Logos for shirts
Lori spoke to Jeannie at Hello Promotions. Laura's design would have to be converted to digital using AI, so Lori thought we might as well use the one Chris H made. We want good quality shirts. Samples in 3 sizes could be available to try on at lodge prior to ordering. Shirts need to be available to order along with Sip 'n Savour registration, and at event to pick up. **Savannah will go to Hello Promotions to look at shirt quality and price – long sleeve wicking and regular T-shirts, and look at other options for places to order shirts.**
2. Teck race
 - We will provide snacks and drinks at finish line.
 - Sell lunch in lodge
 - Race fees for athletes are \$10, \$15 and \$20 through zone 4
 - Registration opens this week.
3. Sponsor board

- Ron has 2 signs to go up – Randy's business and Kal Tire
 - New map will go up mid-January. Jim Kurta is working on it.
4. Improving membership numbers
 5. Kiosk –
 - Lori has a sign to put on kiosk explaining why skiers should support CSTC
 - 2 high school students have volunteered to work there. Young girls working in lodge can also be out there.
 - Need another square reader so people can pay in the kiosk and in the lodge.
 - Also need 2 new cell phones (second hand?)
 - Need computer out there to check membership on zone 4. Lap top for kiosk, desktop for lodge.

Greg will send out picture of kiosk to members.

6. Signage – Eric
 - Adventure part needs a redo. Ron waiting for a price from original artist in Williams Lake who still had digital files of artwork.
 - Signage project 90% done. Waiting for maps to be done now.
 - Deadline was yesterday for sign shop receipts to Quesnel Community Foundation to get payment. **Eric will contact QCF about delay and will get invoices and send to Brian Black to submit.**

7. Nordic Pulse – Jim

Report: Nordic Pulse Grooming System Upgrade

The Nordic Pulse Grooming App was restarted on Dec12, however the trail names have not been upgraded yet to match those on the new trail signage. Detailed information on the changes required has been submitted to Nordic Pulse for installation. The NP system is operational and the map shows the groomed areas correctly
. (update: new names are now in there..

8. New treasurer – signing authority update required.
 - **Elaine will take minutes of AGM and meeting where she was voted in down to bank**
 - **Elaine, Greg, Eric, Jordan and Brian need to go in and sign again.**
 - All cheques will be signed twice/month (5th and 20th) to make it easier.
9. Wall of Fame – Elaine
 - Information, pictures, bios, etc. are done, and working on design now with Big Country.
10. Ski school coordinator – Lori
 - See manager's report.
11. Social media – Lori
 - Savannah needs access to Facebook to post things
12. Water system – Jim

Report: Water System Upgrade

The upgraded water system is moving ahead slowly. The new system with Chlorination and UV treatment (required to meet BC Govt requirements for a shallow well with possible contamination) has been designed and an equipment layout developed. We are working with Kim Sepkowski to obtain approval for the design from Northern Health. Proposed Construction is late summer/fall 2026.

The new system will take up all the available floor space in the Utility room. This means all of the material currently stored in the utility room will have to be stored elsewhere. The room will have a new lock with controlled access and personal protective equipment may be required for work on the system.

- Trailer uses deep well so has good water, but volume sometimes limited. To avoid using shallow well water, a cistern can be installed so we can slowly pump into it, and large volumes will always be available. Will be done sooner than rest of work. Should look into a grant for this too, or combine with other water system work for grant.
- System will be installed next fall
- **Tera will look for grant to cover cost - \$15,000. Call Brian Black to ask how to get started.**
- Storage for stuff that is now in utility room can be in sea-can, unless warm storage needed.
 - Shelves can be installed
 - Lori will go through the room to see what needs to be kept and stored.

Report: Existing Water System Coliform Test Failure

A notification was received from Northern Health on Dec 9 that the regular water test sample had shown higher than allowable coliform content. Review of the system on Dec 10 found that the UV unit had been unplugged. The UV system was restarted, however protocols require that the water system be considered contaminated until an acceptable sample is tested. The system was shocked with chlorine on December 11, appropriate signage was placed at the main floor sink. The system was flushed with water on Dec 12 and the UV unit was put back in service. On Dec 14 the UV unit was alarming and not in service. The problem was caused by deterioration of the system door latch assembly which opened a safety switch preventing the UV bulbs from firing. The door was re-secured (duct tape) and system was returned to service. A water sample will be taken tomorrow (Dec15) and submitted to Northern Health.

- Now waiting to hear if new sample of water is OK
- Brian bought blue jugs to use for drinking water for now

13. 50th anniversary / winter solstice – Jordan

- Chris E has Eco Aim rifle available for people to try, either at cabin or inside if too cold. (they are basically a camera)

14. North end marathon – deadfall and brush ongoing problem

- If logged as per community forest plan, road will be fixed, but not in near future.
- Groomers will decide in meeting tomorrow whether to keep open

15. Rescue sled

- If anyone takes a sled, Lori needs to know in case of emergency
- Ron is meeting with RCMP and Search and Rescue to discuss procedures
- Skandic needs to be always ready to go
- AED training required for anyone who might be called for a rescue

16. Zone 4

- Extra fees at checkout annoy people. Can include in our regular fee so it is hidden (but cost will be higher).

17. Dog trail survey – Greg sent out a survey in Dec 11 email about dog trails. 47 responses so far. 39 supported more trails. CCBC rules say we must avoid sharing trails with dogs and other skiers. Our forest service road does share – not ideal but no way for us to have completely separate dog area. We have more dog trails than other clubs. Some clubs even charge day/season passes for dogs. General decision was to leave as is.

Committee Reports:

1. **Lessons & Publicity:** Ron Watteyne

Adult Lessons

Will start on Jan 5th

Publicity

Spoke with the Cariboo Observer about doing an article about the club turning 50 years old. Was hoping to get this into the paper before the Winter Solstice and Candy Cane Lane weekend but it won't make it in next week's paper. *(Will now be in the Observer tomorrow)*

Will be talking to Dale Taylor at the Goat radio on Tuesday Dec. 16th. And have sent a notice to CBC Listener Line about the Winter Solstice.

2. Ski Trails & Signage: Derek Woollends

3. SDP: Jordan Yntema

As we gear up for the winter season, I wanted to take a moment to reflect on our recent activities and share some thoughts for the future.

First and foremost, our Santa Extravaganza was a tremendous success! A huge thank you to our coaches and all volunteers who helped set up this community event. It was wonderful to see so many familiar faces and engage with new families. I have several ideas to enhance this event next year, including introducing an obstacle course, using the E guns, and coordinating a racing team uniform presentation. Also, I would like to suggest we create posters detailing our rates and our events calendar to better inform our community. It would also be great to involve our social media group to capture moments with photos.

While we've seen a slowdown in our SDP members, we made significant connections this weekend, reaching out to 100-200 people, including 4-5 new families interested in our programs. The feedback on our sticker design, as well as interest in our winter solstice and New Year's events, has been positive. We will officially kick off our program on January 3rd, but we plan to encourage early engagement through our "Track Attack" sessions.

This weekend's activities included our rental sizing, a "Meet the Coach" event, and festive tree decorating. Connecting with both the kids and parents during these events will create a strong foundation for the season.

Lastly, I would like to extend a heartfelt shout-out to GRIZZ Contracting, specifically Ernesto and his crew, for their incredible work on the candy canes and castle for Dragon's Lair. We need to get these items painted and installed promptly. I also plan to have the Dragon's Lair story printed and installed by the season's start. The castle will be affixed to two fence posts with a double heavy hinge to allow easy access for the groomers.

Thank you all for your ongoing support, and I look forward to another great season.

Note: SDP numbers are 20 kids total this year, down from 40 last year and 60 2 years ago.

4. Website: Shannon Coffey

Please [email shannon.coffey@icloud.com](mailto:shannon.coffey@icloud.com) with information updates to be posted on the website. Also, any suggestions for changes and/or improvements to the website.

5. Backcountry: Ryan Titley

6. Biathlon: Chris Elden/ Jim Crellin

Dryland shooting practices have been running through November. Looks like we will be on skis for Dec 13 J.

BC Cup in Sovereign Dec 6-7. 7 athletes from CSTC including Jessabelle Trelenberg from Williams Lake who is at UNBC on the varsity team. (Max, Elek and Chris Kovach, Roan Davison, Kierstyn Bohme, Jessabelle and Moi)

Tough weather conditions but everyone had a good time and competed well and got their race skis dusted off.

BCWG biathlon trials scheduled for December 27th? at Caledonia. Max, Kierstyn and Roan are age eligible.

Ski practices with the XC race team start on Dec 10

7. Race Team:

There has been a few weeks of scheduled down time as dryland wrapped up late November and skiing is starting December 10th.

Sunshine and Erin and Chris E met for a coach meeting to lay out the season plan.

The first session Dec 10th will be coached by Chris Elden. Saturday, Dec 13th will be a slow start ski lesson. Interesting note – traditionally, December 10th has been the first day of on snow training – good to have a somewhat normal feeling season start up.

Please note, as previously reported and already updated on the website, race team practices have changed this year to be longer in duration and fewer days/nights – Saturday, Monday and Wednesday. Dec 15th will be a coach, athlete and parent meeting in the lodge at 5:30pm and then a regular ski lesson until 7pm, Wednesday Dec 17th 5:30-7pm and Saturday 11am – 1:30pm as these are this year's regular ski lesson times and days. *(Note Dec 15 postponed)*

The first xc race is Jan 3rd – this is a northern Teck in Williams Lake and the BCWG qualifier. We have three racers who will try out for both biathlon trials Dec 27th and XC trials Jan 3rd.

I would like to encourage team lunches this year on Saturdays in the lodge. I am hoping I can organize with Lori C to have soup for racers so they can practice during SDP and Biathlon times and then train again after a lunch together for both biathlon and xc. This can come out of the race team budget but I would like to arrange a deal to provide this or else I can do this on my own for key days. I think it will be an opportunity to model fueling while bringing the team together for more training,

December 29-30th is our ski camp – we will need the lodge for those two days as we will sleep and cook in the lodge again like we did last year. This was an amazing experience for the athletes (sleeping in the lodge was less amazing for Sunshine and Erin) and this year we have 100 mile bring a few skiers and possibly Williams Lake. We will need to add a zone four registration for the camp to be sure we are covered with other skiers from other clubs coming. *(The lodge will be open 10am – 5pm so the camp will need to work around that.)*

Erin is finished her Train 2 Train level of coaching December 14th making her our highest qualified youth coach. Way to go Erin and thank you for taking these coaching courses! It is so much needed in our club and appreciated.

Jerseys will arrive Dec 24.

8. Coaching: Peter van Leusden

- CC Course in PG: Colton Robinson, and Colleen Murphy planned to attend the course on Dec 12-14, 2025
 - T to T on snow Course in Whistler: Erin Davison attended the course also Dec 12-14, 2025
 - Volunteer Hrs for 2025: approximately 25 hrs.
-

9. Equipment & Track Setting: Neil Mackay

Season start up went well. Activity included repair/maintenance to the equipment door on the shop + start-up of all the snowmobiles & the PB. A battery was purchased & installed on the Bearcat.

Grooming, more specifically roller packing, began the week of Dec 1/25. Snow depth, snow condition (heavy & wet) + warm temperatures made for difficult working conditions for the grooming crew. To effectively tow the roller packer behind the Skandic, multiple snowmobile passes were made on each ski trail to be able to successfully roller pack. Roller packing was completed on the lit track, Gerry's, biathlon, Canis & South loop

+ the North side up to and including the 5kms. Ski trail packing and grooming will expand as snow depth increases and temperatures cool off. The activity by the grooming crew did result in a good base to build from this season.

2 new grooming & track setting members to welcome to the group. Dwayne Sales & George Paul have agreed to step up and fill 2 spots we had vacant on the crew. Thank you to George and Dwayne for volunteering in this capacity and supporting the group.

10. Fundraising & Grant Applications: Tera Bourke

Tera solicited the board for ideas to pursue grant opportunities:

Water treatment system for the lodge \$15k

Jackets/vest for coaches \$80-150 each -20 coaches

Upgrade cell phones,new desk top computer and second square for Kiosk

Eco aim rifles (2) for biathlon \$5000 each

Snowshoes for ski school approx.. \$4000

11. Snowshoe Trails & Signage: Eric Matzner

The trail sign project is almost done. Deadline for funding is tomorrow (December 15th).

I will coordinate with Lori and Brian Black to make sure everything is taken care of.

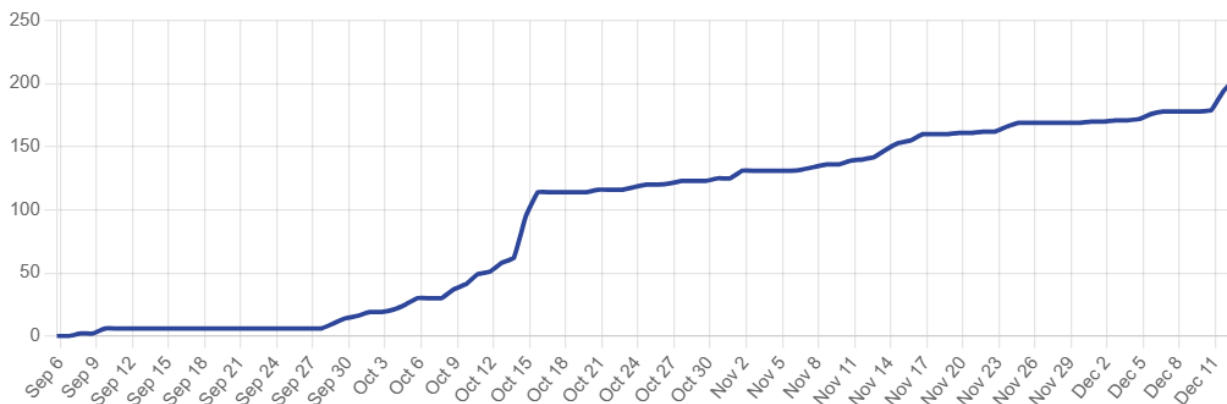
Maps are taking a while to get done (GIS bottleneck, then need to be manufactured). I expect maps to be up on the trail system in January.

Nothing new from snowshoe trails or backcountry cabins.

12. Memberships:

Report for December 2025

- As of the evening of Dec. 13th we have 204 (*tonight 220*) registrants, 114 females and 90 males. This includes 10 snowshoers and 4 children under age 5.



- Gross membership plus activity fees: \$24,115.00
- Net fees, after Division fees to CCBC and Nordiq: \$20,062.00
- Processing fees paid by registrants (Credit Card & Zone4) \$1251.45

Report for November 18th 2025

- As of the end of the discount period November 15th we have 155 registrants, 87 female and 68 males. This includes 4 snowshoers and 2 children under age 5
- Gross membership plus activity fees: \$18,590.00
- Net fees, after Division fees to CCBC and Nordiq: \$15,419.00
- Processing fees paid by registrants (Credit Card & Zone4) \$957.70

Some of previous numbers for comparison:

December 2024

- On this day, 13th Dec 2024 we had 199 members.

Report on Nov 17th 2024

- As of 4 pm Nov 17, 2024 we have 169 members, 85 female and 74 male. Last year on Nov 26 2023 we had 207 members. Trail passes have been printed and will be available at Hallis lodge during open hours starting Monday afternoon Nov 18th.

Report for Oct. 19th 2024

- Last year, 2023, the club finished with 277 members, 146 female and 131 male. To date in this new season we have 98 registrants, 54 female and 44 male. (One duplicate male in the Zone4 list giving a false total of 99)

13. Ski School Coordinator:

Governance/Policy: Karen Balkwill

Policy Checklist	Date Approved/Reviewed
1. Investment Policy	2020 September
2. Lodge Rental Policy	2020 March
3. Lodge Decorating Policy	2020 March
4. Emergency Policy and Procedures – in review	2020 February
5. Reimbursement Policy	2019 November
6. School Use Policy (not including school program groups)	2019 March
7. Policy for Transporting Athletes	2019 March
8. Work Alone Policy	2019 February
9. Criminal Record Checks Policy and Procedures	2022 Feb updated
10. CANSI Instructor Course Reimbursement Policy	2019 January
11. Conflict of Interest	2017 December
12. Backcountry Cabin Use	2017 October
13. Fees for Users with Disabilities	2022 March updated
14. Financial Policy for the Rental Shop & Youth Ski School Programs	2022 January
15. Lodge Use for Birthday Parties Policy	2021 December

Executive Meeting Quorum Nov. 2011	2017 Incorporated into Constitution Bylaws
------------------------------------	---

Important Dates:

- | | |
|-----------------------|---|
| • Dec 21-22 | Santa's cabin |
| • Jan 1 | Pancake Breakfast |
| • Jan 3, Feb 1, Mar 3 | full moon skis |
| • Jan 17 | Teck race |
| • Jan 31 | 50 th anniversary Sip 'N Savour (with Barkerville Brewing) |
| • Feb 16 Family Day | Bannock at snowshoe hut |
| • Feb 20 | Mountain Film Festival |

March – establish ski swap committee

April discuss snow making equipment sale.

Agenda items for January 2025:

Meeting Adjourned: approx. 9:15pm

Chris/Neil: Motion to adjourn the meeting.

Motion carried.

Next meeting at Hallis Tuesday January 20.

Treats by: Lori