

## Meeting Minutes

### Yellowknife Ski Club (YKSC) Board of Directors Meeting

Monday, November 2, 2020  
Yellowknife Ski Club Chalet 7:00 pm

#### 1. Call to Order and Opening Remarks by the Chair

1.1 Approval of Agenda – moved by John, seconded by Kerry; approved

1.2 Declaration of Conflicts

#### 2. Consent Agenda

2.1 Approval of October Minutes – moved by Tania, seconded by Kerry; approved

#### 3. Information Items

3.1 A) CCNWT update (Sean, President Cross Country NWT)

- Hired administrators, Olli Williams and Sara Price.
- Thanks for work on COVID exposure plan! – used it in Hay River and Fort Smith.
- Revealed new banner flag: 'YKSC, member of cross country NWT' – for events etc. – 1 banner to each club (2 for YK though) – banner can help promote CCNWT.
- In next couple weeks, fill out club funding application – it was distributed today – less funds overall compared to last year; but there is a 21 K supplement from MACA, so the total to distribute to all clubs is greater – Diep coordinating funding application
- Thanks to Tania also for being their bookkeeper!
- Sean encouraged us to reach out to the other clubs – Inuvik is officially a club again (paperwork in order)
- races timing talk: maybe march break is a good time this year
- Bernadette: updated COVID WSCC coach document – jackrabbit coaches meeting Nov 12 – Bernadette will send something to Olli before then - Olli asked if he can refer other clubs our way for guidance – Yes!

3.1 Trails update (Mikaela for Chris H., 5 mins)

- trail brushing is almost complete, about 90-95 %
- had to order about \$700 in brush saw blades and parts but this will see us through the remainder of this season and next 2 as well (blades can only be sharpened so many times before they are no longer serviceable and wear bushings on the bottom of the saws are designed to wear out as well.)
- we are looking at a used groomer from the Hay River club, it is too big for their needs but may be good for our stadium/biathlon as it is 11 feet wide.
- Lights are already on for the season (thanks John S.)
- Now we just wait for snow and will start grooming when there is adequate cover.
- Tania: should we designate access area for people in isolation? – alternate trail access sign (through biathlon area) – could also be for people who don't want to cross paths with others (Kerry)
  - **ACTION ITEM:** Tania will make a sign

### 3.2 YKSC COVID-19 Safety Plan update (Bernadette, 10 min)

- Circulated COVID exposure plan – main WSCC comment was about cleaning – important to document who would do cleaning - Coaches responsible for cleaning anything used in lesson (put in document). Few other minor comments – like having more specific language. Basically it's up to us to decide what to do and stick to it. Keep in mind that if 'phase' changes, need to update protocol
- If exposure at club, they would review protocols with us. If someone at club that gets sick – hand over to public health - we don't do contact tracing
- Track attack and jackrabbits will leave info in equipment shed and Rosie will bring it out at the beginning of lessons, then back into that shed. Coaches keep track of who was here (see COVID exposure plan document for details)
- Facility cleaning (Credence) – no regular scheduled cleaning proposed in plan. Programs: if facilities used, then volunteers come and disinfect bathrooms; general members: put out cleaning supplies and ask general members to disinfect (as needed; as used) – can still have parent/volunteer to help with cleaning
- CCNWT has \$21,000 additional funding – maybe pay for some cleaning supplies/cleaners? (Heather) – asked if city can help (vague answer from Rebecca) – also tried SEED funding through ITI (dried up) – MACA through CCNWT seems like only funding source – maybe 10,000 from CCNWT?
- Discussion to address questions from John: who would disinfect (esp. if more than one person using chalet at a time)?; when bring in contract cleaners?; is access for high performance as usual?
  - Bernadette: signs on high touch surfaces to remind people to disinfect as they go; have hand sanitizer etc. in high-touch areas
  - Had discussion on cleaners and schedule – discussed that might go back to having cleaner every Sunday and Inclusion NWT (free) cleaning Mon and Fri
  - Bernadette clarified access of high performance is not as usual. Staggering access to wax room and staggered use of building. Kids are fine not using change rooms/storing stuff
- Discussed when we should share code - not until trails ready – signage needs to be created before open doors. Also need to share plan with general membership. Signage, sign in sheets etc. need to be up. Exposure control plan includes comments for general membership. This should all come together shortly
- Jackrabbit and track attack want to be able to give out granola bars
- Let's include decision items below to approve plan, and give COVID committee autonomy to make changes aligned with emerging wisely (Heather)
- Also shared plan with Protect NWT – they should get back to us soon (Credence)

### 3.3 Jackrabbit program update (Bernadette, 15 min)

- Discussed timing for programs: jackrabbits and bunny rabbits: 2-3 pm. Kids will show up ready to ski. Track attack: 10-11:30; high performance: 11-1. Not same start or end times for any kids' programs.
- Programs will have different access points. Rosie will come ahead of time and bring first aid kits, heating hand warmers, and granola bars. Jack rabbits will use ½ of ski equipment shed (other side is for Track attack).
- 21 Nov: jackrabbits set to start. Signs will be out to identify where groups meet up.
- Coaches get together Nov 12: jackrabbit kick off meeting.

- Coach course: with Kevin Durkee- Nov 14<sup>th</sup>
- Cod weather cut-off: Jackrabbit -30 air temp cut off; - -35 wind-chill cut off.
- Suggestion was made to start the program the week after (Kerry)

#### 3.4 Ski-at-school program update (Bernadette and Kerry, 5 min)

- CCNWT sent email saying Nordic can has funding specific to this – requested funding for three session at school and one at ski club as finale. Funding would pay for ski club rental (in budget). Seems promising. Good way to grown our capacity – enable kids to try it out. Build capacity in schools.

#### 3.5 Events update (Kerry, 5 min)

- Missed funding app deadline for Get Active grant – Kerry applied anyhow.
- Trails available for free on three Sundays (dates on website) – tentatively Dec 13, Jan 17, and Feb 14).
- Races: race event would likely be local/within programs, rather than territory-wide because of COVID. March 20/21 as tentative date. Could get Admin help at Cross Country NWT
- Alyssa and Kerry planning some version of Loppet – staggered entry – ppl sign up for start time – limit crowds – March 28 as potential date.
- John suggested including decision item to approve calendar for insurance purposes
- Frostbite 50? – up in air whether it will happen.
- Sarah will ask in newsletter if people have ideas for events
- Bingo card idea shared (Heather) – SKIGO
  - **ACTION ITEM:** Kerry will make SKIGO jingle!!

#### 3.6 Facilities update (Credence):

- Chalet update (rentals, occupancy exemption app, etc) (5 mins)
  - Rentals in Nov (ENR, YWCS) – over \$5000 in revenue (Nov 16, 20, 23, 27);
  - Occupancy exemption application sent in - Included summary of exposure control plan. Also had to provide traffic plan. Made it clear that we have downstairs double entry doors – should hear back next week
- Multisport club sea can update (5 mins)
  - delays- being picked up in Edmonton – one for us, one for multisport – where old grey shed is – will get rid of that shed at same time- Clayton is contact
- Facilities and COVID (5 min):
  - meeting with John, Tania, chalet subcommittee: for planning to implement COVID exposure plan

#### 3.7 Financials update (Tania, 5 min)

- \$23000 in membership so far – just under 200 registered. City owes us money – Tania emailed them. Get couple grants, and will be ok! Heating season coming.

#### **4. Discussion Items**

4.1 Extending early bird registration: set to end Nov 9. On Nov 10 let's consider extending it for another week. Good tactic to get people to sign up. Sara could market that it has been extended.

#### **5. Decision Items**

5.1 Motion to extend early bird registration by a week, to be announced the day after the early bird registration period ends (Alyssa); second (Tania); approved.

5.2 Motion to approve COVID-19 exposure plan, as drafted (attached to this week's agenda), subject to changes by WSCC and Protect NWT, and to give autonomy to COVID-team to make changes as required (John); second (Kerry); approved.

5.3. Motion to approve the tentative events calendar (Dec 13 - Free Ski; Jan 17 - World Snow Day - Free Ski; Feb 14 - NWT Ski Day - Free Ski; Mar 20/21 - YK Ski Races; Mar 28 - Yellowknife Gold Loppet) (John); second (Credence); approved.

#### **6. Schedule Next Meeting**

- Dec 7 for next meeting

#### **7. Adjourn**

- Motioned by Kerry; seconded by Credence