

ANNUAL GENERAL MEETING 2018
Draft Minutes

Date: October 25, 2018
Time: 6:30 PM
Location: CNSC Nordic Lodge

Executive members present:

- John Huybers, President
- Aaron Sinclair, Treasurer
- Tanya Milner, Secretary
- Kevin Pettersen, Past President
- Lance MacDonald, Vice President

Directors present:

- Andrew Watkinson, Director of Facilities & Buildings
- Wendy Fiala, Director of Programs (shared role)
- Tuppy Hoehn, Director of Programs (shared role)

Staff: John Bowes, General Manager

Absent: Jim Burbee, Director of Competitions, Lynn Bailey, Director at Large, and Ed Day, Director of Trails & Grooming

24 club members (including Board members) attended the AGM.

1. Call Annual General Meeting to order: **John Huybers, 6:40 pm**

Motion to accept the agenda as presented: Anne Scott. Seconded, Carolyn Thorp - Carried.

2. Minutes of the 2015 Annual General Meeting

Motion that the Minutes of the 2017 AGM be accepted as printed: Robin Draper. Seconded, Tracy Sapergia - Carried.



3. Presentation – Summary of CNSC Activities for 2017/2018 provided: John Huybers, President
Key Points
- Nicole Perrin has been hired as the new head coach, replacing Graeme Moore whom stepped down as head coach due to family commitments.
 - Over the past several years the club has been working extensively on preparing for the February 2019 World Para- Nordic Ski Championship.
 - John Bowes, General Manager, has upcoming plans to increase the club's school program profile with an inner-city school Mobile Outreach Program, along with working on the clubs' overall program goals.
 - The board and staff will continue to be guided by the update Strategic Plan.
4. Reports of Directors - the Director reports were handed out at the AGM and can be located on the CNSC website.
- Kevin Pettersen - Summarised his report as his role of Past President. Highlighting the World Para-Nordic Ski Championships:
 - The past 2 years has been a steady flow of activity working on the upcoming February 2019 World Para-Nordic Ski Championship
 - To date, they have raised \$1.4 Million in grant funding; \$600,000 directly award towards capital investment, with \$400,000 going towards snowmaking and the remaining amount will go to capital improvement projects.
 - Huge recognition goes out to Mike Palangio and John for their hard work, and to Elisabeth Veeken and Sylvie St. Pierre on their work organising the volunteers.
 - Telus, Canadian Tire and the Jim Patterson Group have been initial corporate sponsors.
 - Snow making will hopefully begin in November.
 - People can go to the CNSC website to sign up as volunteers for Para-Nordic event.
 - Lance MacDonald- Summarised his recent role as Vice President.
 - Lance is looking forward to working with the Committee and being involved with the club.
 - Ed Day – On behalf of Ed, John Huybers summarised Ed's Trails & Grooming Report. Highlights:
 - 120 grooming days last year.
 - Rubber tracks added to Pisten Bully which enabled them to get out grooming earlier in the season.
 - No changes to the layout of trails this year.
 - Maintenance issues around over land water flow washout to the trails and culvert blow outs, mowing, and canopy and tree removal.



- Andrew Watkinson - Summarised his Facilities report. Highlights:
 - Has been a busy year on the facilities portfolio.
 - Storage building has a new covered entrance. The new pumps and power control system for the snowmaking is close to competition.
 - The main lodge has a new door to the wax room and power openers on all major access points.
 - The high-speed internet service should be up and running soon.
 - Ongoing work with adding universal access refinements.
- Tuppy Hoehn - Summarised her Program report. Highlights:
 - Tuppy and Wendy have co-shared the Program Director role over the past year.
 - They are supporting and working with Nicole in making her feel welcome to the committee and the CNSC athlete family.
- Jim Burbee – On behalf of Jim, John Huybers presented Jim’s update. Highlights:
 - Sit ski trail work is completed, and there will be a waxing location on the Caretaker hill.
 - John noted Jim’s work over the past several years in getting the club ready for the Para-Nordic event.
- Jeff Burrows – Douglas-fir bark beetle update. Highlights:
 - The attack is isolated to the mature old growth Douglas-fir trees found along the upper ridge portion of the ski area. The club continues to monitor and control the attack through Funnel traps and anti-pheromone packs (MCH) and select harvesting of attacked trees.
 - 2017 ground survey data indicates populations declining from previous year attacks. 148 trees attacked in 2016 down to 111 trees attacked in 2017.
 - Overall, for 2019, the club will continue to monitor the attack and implement funnel traps and MCH packs.
- John Bowes – Summarised his General Manager report. Highlights:
 - The most recent program developments include implementing a Mobile Outreach program to inner city schools. The program will consist of a winter ski and summer bike component. Currently, working towards obtaining grants and donations so the club can get out to the schools, as well out to local aboriginal communities.
 - A big thank you to Carolyn, Brigitte, Jen and Mike for all their hard work in helping the club reach its yearly goals.



5. Annual Financial Statements

- Highlights of the statements, as presented by Aaron Sinclair, Treasurer:
 - The Board of Directors opted for good governance and controls by treating the Wold Para-Nordic as a separate activity.
 - Revenue Summary: Budget: \$700,877; Actual: \$ 914,152. The difference of came from the Rickbeil Family donation, therefore up to \$213,275 over budget.
 - They are still at a healthy growth target, mainly due to the cycling program.
 - Expenses: Budget: \$563,921; Actual \$569,151. Overall, \$5,230 overbudget/ 0.9% over budget. The largest contributors to the over budget was the paid head ski coach position, increase in staff and wages.
 - None of the over budget accounts are considered to be of concern and the 2018/19 budget has considered the uncontrollable cost increases.
- **Motion to accept the Actual Financial statement (August 1, 2017 – July 31, 2018) for CNSC: Anne Scott. Seconded: Robin Draper. Carried.**

6. Business and Questions from the floor

- Robin Draper: Wanted to know the revenue amount generated from the summer and the winter ski school program. John B noted the summer program brought in approximately \$50-60 G and the ski school brought in around \$45G.
- Bill Warner: Asked if that was total revenue. John B noted for both the ski and bike program the club made approximately \$20G profit. John noted the club will continue with coffee/snack program but will probably not be using Oh Chocolate.
- Brendan Miller: Wanted to know if the increase in membership fees has had an impact on club membership and if there is an increase in membership costs this year. John B noted the increase in membership fees has not had a negative impact on overall membership. Last year, the club was up by 10 members. this year, the increase in membership fee is part in part due to the increase in costs of the day to day business of running the club, i.e. hydro fees, and staff wages. John explained when it comes to improvements, the Committee looks at choosing projects based on what will most benefit the club and the members. Since 2013, the club has spent \$1 Million in club improvements, with a small increase in membership fees.
- Robin Draper: Wanted to know if the club knows the actual cost of the snowmaking. Kevin noted to date, the snowmaking costs have been budgeted under the IPC funds. They will not know until next year what the actual costs will be for energy and labour.
- Alan Witwicki: Wanted to know what the next major event will be after the Para-Nordic event. Kevin said they club is working towards hosting continual Para-Nordic events, along with hosting World Cup and international events.



- Alan Witwicki: Wanted to know if the club will open the trails for the Fat Bikes. John Bowes noted the club hosted a successful demo and race this year which had both positive and negative feedback. As for now, the club will keep with the status quo.
- Robin Draper: Asked if the club will be a cannabis free facility and would like the club to remain a smoke free facility. John Huybers noted the club will continue to follow their smoke free facility policy and include cannabis under the policy. He stated since this is new territory, the club will continue to monitor the ongoing cannabis regulations.
- Brendan Miller: Wanted to know if the club is at capacity for the Bear program. Tuppy noted there is a set number of coaches to skiers for the Bear program and they are at capacity. Aaron mentioned Biathlon has a few spaces available open for skiers.
- Glen Mikkelsen: Congratulated the Board on all their hard work over the years for making the club such a fantastic community facility.

Election of Executive Committee

- Kevin introduced the nominees for the Executive Committee Positions to the General Membership and asked three times for nominations from the floor
 - President: John Huybers
 - Vice President: Lance MacDonald
 - Treasurer: Aaron Sinclair
 - Secretary: Vacant
 - Past President: Kevin Pettersen
- **Motion to elect the nominees listed to the 2016 – 2017 Board. Carried.**

7. Election of Directors (8 positions available)

- Kevin explained the roles of the Directors and introduced the nominees listed below. He invited other nominations from the floor three times.
 - Director - Ed Day
 - Director - Jim Burbee
 - Director - Tuppy Hoehn
 - Director - Lynn Bailey
 - Director - Andrew Watkinson
 - Director at Large - Vacant
 - Director at Large – Vacant
 - Director at Large - Vacant
- **Motion to elect the nominees as listed to the 2018 - 2019 Board of Directors. Carried.**

8. Adjournment

- **Motion to adjourn: Kevin Pettersen. Seconded: Aaron Sinclair. Carried.**
- Meeting adjourned at 7:42pm.

