



**CROSS COUNTRY NWT
Board Meeting Minutes
September 28, 2020 – 7:00 PM
115 Haener Drive (& Teleconference)**

BY TELECONFERENCE

Shawne Kokelj, President

Angela Littlefair, Secretary & Treasurer

Tracey Pope, Vice-President

Ollie Williams, Administrator

Sarah Pruys, Administrator

John Stephenson, Yellowknife Ski Club representative

Kevin Smith, Fort Smith Ski Club representative (by phone)

Carolyn Hunter, Inuvik Ski Club representative (by phone)

Kathleen Groenewegen, Hay River Ski Club representative (by phone)

Heather Scott, Yellowknife Ski Club representative alternate

Call to Order

The meeting was called to order at 7:04 PM.

1 Approval of Agenda

The agenda was reviewed and approved.

2 Approval of Minutes (June 15, 2020)

The minutes of the regular board meeting of June 15, 2020 were approved.

ACTION ITEM: Secretary Angela Littlefair to locate and Administration to circulate 2020 AGM minutes, also dated June 15, 2020.

3 COVID-19 Planning

Administrator Ollie Williams spoke with Nordiq Canada (NC) regarding the submission of COVID-19 reopening plans, and if the responsibility falls to CCNWT or individual clubs. NC advised it doesn't matter who submits a plan so long as territorial rules are being followed.

Heather Scott, Yellowknife Ski Club (YKSC), spoke with MLA Rylund Johnson, who advised clubs do not need to submit plans to Protect NWT if their activity already falls within the current Emerging Wisely phase. For liability purposes, Ollie suggested CCNWT have an internal plan written down and followed by all clubs.

The YKSC has struck a committee to draft a high-level COVID-19 reopening plan that will address opening the clubhouse and events. The YKSC is also researching how to meet COVID-19 cleaning requirements, and what funding may be accessed to support this activity.

ACTION ITEM: Administrators to research SEED funding to support clubhouse cleaning costs. **Administrators** to draft applications on behalf of clubs.

Kevin Smith, Fort Smith Ski Club (FSSC), noted as the club's trails are located in Alberta, the club will need to draft a plan for Protect NWT on how they will maintain an NWT ski bubble.

ACTION ITEM: Kevin to request the Fort Smith Paddling Club's reopening plan that was submitted to Protect NWT for reference.

ACTION ITEM: Administration to work on drafting plan for the FSSC for submission to Protect NWT.

ACTION ITEM: Administration to liaise with Nordiq Alberta regarding Alberta's guidelines on reopening the FSSC clubhouse.

The Hay River Ski Club clubhouse is a municipal building and the club will need to speak to the Town of Hay River about reopening it.

The Inuvik Ski Club reported the Town of Inuvik will work with them to get the club running again (the club owns the clubhouse, but it is on Town land), however there are currently no sports running in Inuvik.

4 Club Information

4.1 *Review of club membership terms*

Yellowknife: Nov 1 – Dec 1 following year
Fort Smith: October to October (to be confirmed)
HR: To be confirmed
Inuvik: To be confirmed

ACTION ITEM: Club representatives to confirm club membership terms to CCNWT (email nwtski@gmail.com).

4.2 *Club funding applications*

Administration advised that all clubs should have received a club funding application form, allowing clubs to apply for funding from CCNWT. The deadline will likely be in mid-November, although a date has not yet been set. If clubs need help filling out the application, they can contact the Administrators at nwtski@gmail.com.

Heather inquired if the budget remains the same from last year, and what the plan is for travel money.

Shawne Kokelj, president, said the executive will have to discuss how the money can be spent, and suggested clubs consider travel within the NWT as an option.

ACTION ITEM: Heather to send list of other possible MACA funding options to Administration; Administration to forward on to other clubs.

Administration advised they are also looking into RYSE funding and Ski in Schools funding. NC wants to spend Ski in Schools funding (likely around \$10,000) in communities that don't have clubs, which is an opportunity for clubs to partner with nearby communities to hold programming.

4.3 *Club signage*

Shawne has received one pop-up CCNWT banner for each club.

ACTION ITEM: Administration will send banners to clubs in coordination with John.

5 **Coaching**

5.1 *Coach training options*

Coach training will be limited this year due to COVID-19.

ACTION ITEM: Administration to reach out to clubs to identify coaches who want to expand their skill sets. Administration will work to facilitate this training with NC.

There is a possibility of sending NWT coaches to Iqaluit or NWT communities to facilitate through partnerships with NC, RYSE, and Aboriginal Sports Circle NWT.

5.2 *Reminder of coach requirements*

Coaches need to complete licensing online, need a criminal record check, and need appropriate certification for what they are coaching (there is more information about this on the NC website).

5.3 *Facilitator Pay Policy*

The board considered a draft of a facilitator pay policy and contract.

Tracey Pope inquired about CCNWT's past convention regarding per diems. Shawne said she would check to see what CCNWT did last year.

ACTION ITEM: Board members to send feedback to Administrators at nwtski@gmail.com regarding the draft Facilitator Pay Policy, which will be finalized at the next meeting.

John Stephenson suggested the board also address what to pay facilitators on travel days when submitting feedback.

6 Budget

Shawne confirmed CCNWT has been approved for another three years of funding as of April 1.

ACTION ITEM: Shawne to put together a formal budget for the next board meeting for the board to review and approve.

7 Nordiq Canada

7.1 *Safe sport and gender equity strategy workshop*

Sport and Law (S&L) consultants were commissioned separately by NC and MACA to interview people about safe sport and gender equity (these two topics are grouped together due to how the federal funding was categorized).

S&L is presenting NC results to NC members through three implementation and strategy sessions over late September and early October.

Shawne believes the coming rollout of safe sport and gender equity workshops through MACA will be more prescriptive. There has been no summary or analysis realised by S&L regarding interviews it did on behalf of MACA yet.

ACTION ITEM: Shawne to forward Joey Borkovic's September 28 email to Tracey; **Tracey** to reply to the survey.

8 Club Updates

YELLOWKNIFE SKI CLUB

- Held board meeting mid-September
- Created COVID-19 committee to draft reopening plan (will share plan with CCNWT)
- Requires people who want to rent the clubhouse for personal events to submit COVID-19 plan
- Has lost revenue due to fewer rentals than usual
- Suggested coordinating club efforts to lobby municipal governments for increased funding
- Has developed new challenging 'wolverine' trail
- Is considering offering ski rentals to increase memberships and revenue (will be speaking to Overlander Sports regarding this as well)

INUVIK SKI CLUB

- Needs to relaunch club and attract members
- Unsure of how communal club equipment will work due to COVID-19 (many people don't have their own equipment)
- Considering hiring a student one day a week to run clubhouse
- Don't have any instructors, track attack, or jackrabbits
- Have two people who will manage the trails, but struggling to find people to fill board positions

HAY RIVER SKI CLUB

- Waiting to see what kinds of programming they can run, and if people will be able to use the washroom and equipment
- Very low on coaches (biathlon is very active – club will check in with them because that will help determine how to move forward)
- Holding executive meeting September 29
- Holding AGM in mid-October

FORT SMITH SKI CLUB

- Has not reopened clubhouse (need to follow Alberta guidelines)
- Holding AGM and fall clean-up on October 17
- Coaches beginning to have discussions on how to work this year
- Annual expenses are exceeding revenues (will likely need to institute membership increase): insurance is \$9K for building, quads, etc. Club is looking for additional funding streams.
- Reviewing how to rebuild the Truicide Hill (may partner with the Fort Smith Paddling Club to do work on shared trail)
- Had 110 members last year, but need more volunteers
- Suggested encouraging NWT residents to travel between clubs, such as by holding an NWT Cup where skiers can collect points at races held by each club

ACTION ITEM: Club representatives to send coach names to CCNWT for the WSCC.

9 Next Meeting

The next meeting will be held Monday, October 26, 2020 at 7 PM (tentatively at the YK Ski Club).

Adjournment

The meeting was adjourned at 8:25 PM.