



**CROSS COUNTRY NWT  
Board Meeting Minutes  
June 27, 2022 – 7:00 PM  
Zoom Meeting**

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**BY ZOOM**

David Mahon, President

Lisa McShane

Shawne Kokelj

Tess Forbes, Inuvik Ski Club representative

Gary Magee, Yellowknife Ski Club representative (VP)

John Stephenson, Yellowknife Ski Club alternate representative

Kerry Wheler, Yellowknife Ski Club president

Sarah Pruys, Administrator

Ollie Williams, Administrator

**Call to Order**

The meeting was called to order at 7:05 PM.

**1 Approval of Agenda**

The agenda was approved.

CCNWT Board Appointments was added to the agenda by President David Mahon.

**2 Approval of Minutes (May 30, 2022)**

The minutes of the regular board meeting minutes of May 30, 2022 were approved.

***ACTION ITEM: Administrators to update and post May 30, 2022 minutes on nwtski.com and distribute minutes to the CCNWT board and clubs.***

**3 Action Items (May 30, 2022)**

Board members noted the progress of the May 30, 2022 action items.

#### 4 **CCNWT Board Appointments**

Lisa expressed interest in joining the board and introduced herself to everyone.

Shawne Kokelj noted she would be interested in the treasurer role and said she could share past knowledge with the new board, as she has served on the board for many years, most recently as president.

The rest of the participants in attendance at the meeting also introduced themselves.

David nominated Lisa McShane to the CCNWT board as a director and there were no objections.

David nominated Shawne Kokelj to the CCNWT board as a director and there were no objections.

#### 5 **Strategic plan**

Administrator Ollie Williams said is waiting to hear back from facilitators in the NWT for costing quotes to include in the strategic funding application. The application will be submitted once quotes are received.

**ACTION ITEM: Administrators to submit funding application for strategic funding once quotes for facilitation are received.**

#### 6 **AWG and CWG Coaches**

*i) Coach Selection Committee*

Tess Forbes, Inuvik Ski Club representative, and Sharon Irwin, Fort Smith Ski Club representative, are on the selection committee and are currently reviewing the applications.

*ii) Athlete Selection Process, Appeals Process*

**ACTION ITEM: The CCNWT Executive will review athletes selection process and appeals process policies with assistance from the administrators. Selected coaches will also be asked to review the documents before they are published.**

Shawne suggested the appeals process policy be very specific, specifically around if an issue is CCNWT or Sport North's to handle.

#### 7 **Safe Sport**

From Alicia Korol, Sport and Recreation Development Specialist, GNWT:

The Department and Sport Law have been working closely to finalize resources and move the project through internal government processes to provide sport organizations the tools and support to effectively implement safe sport policies and procedures. A full NWT Safe Sport Implementation Plan was nearly ready to launch in early summer, however the rapidly

changing national Safe Sport landscape including the launching of the Office of the Sport Integrity Commissioner (OSIC) and the publication of the Universal Code of Conduct to Prevent and address Maltreatment in Sport (UCCMS) version 6.0, has forced us to once again pause our effort to ensure that work we are doing is aligned with that of the current safe sport direction in the country.

We recognize that additional delays are not ideal, however we want to ensure once we move forward with implementing Safe Sport in the NWT that we are getting it right. We have decided to provide you with the Safe Sport Policy Suite (SSPS) template now which you are welcome to review and adopt so your organization and members are protected in the interim. The Code of Conduct and Ethics, Discipline and Complaints Policy, and Appeal Policy within the current SSPS were adopted from the UCCMS version 5.1, and will change in the coming months to align with the UCCMS version 6.0 and to reflect the direction of an independent third party within the NWT.

There will be continued discussion around options for an independent third party in Canada, including at the Sport, Physical Activity and Recreation (SPAR) Ministers Conference at the 2023 Canada Summer Games in Niagara. Once direction becomes clear, we will provide an updated SSPS template along with full resources to support the implementation of safe sport in your organizations and the Northwest Territories.

John Stephenson, Yellowknife Ski Club alternate representative, asked how Safe Sport Policies will roll out at the club levels.

***ACTION ITEM: Administrators to ask MACA how Safe Sport policies will be implemented at the club level and/or will review the draft policy suite.***

## **8 Budget**

Ollie walked the board through the budget categories and explained how they are guided by funding received from MACA each year (funding must be spent as the signed contract between CCNWT and MACA states). The 2022-23 year marks the end of the three-year funding agreement with MACA, during which CCNWT must spend all carried over money from the previous two years. There is additional money in the “carried over” pot due to the pandemic restricting travel (for both coaching development and high performance competitions), and for Canada Winter Games and Arctic Winter Games both being rescheduled for 2023..

David proposed approving a conventional budget that follows the budget proposed to MACA, asking admin to check with MACA about reallocating carried over funding.

Tess said the Inuvik Ski Club’s biggest issue is finding money to pay students to “rent” out ski equipment, as she doesn’t feel this expense falls under any of the MACA categories.

Kerry Wheler, Yellowknife Ski Club president, said clubs have different external funding arrangements outside of CCNWT and asked that carried over funding should go to specific club needs to keep clubs running.

John reiterated Hay River lost \$30,000 a year in funding and is now dealing with flooding. He said the executive has been advocating for operational funding from MACA on behalf of the clubs. He also questioned if carried over money could be used for operational club costs this year. for MACA.

Shawne reminded only a certain percentage of the funding can be spent on administrative costs. She said “unallocated” is misnomer, as the funding was previously allocated but was unable to be spent on things like professional development due to the pandemic travel restrictions. She said this money will still be needed for professional development as clubs and non-club communities do not have enough trained coaches to run programs and support AWG and CWG standards. She also expects with the implementation of Safe Sport policies, more coach training will be required.

As for AWG and CWG, Shawne said CCNWT typically covers registrations fees for coaches (over \$3000 total), wax expenses, car rentals and food for coaches, and a percentage of racing suit costs for athletes.

David again proposed approving the proposed budgeted \$100,000 and asking the administrators to research AWG and CWG costs as well as asking MACA what flexibility we have with unallocated carried over funds. He questioned if CCNWT is setting precedent helping clubs with operational costs, knowing in the future the board likely won't be able to spend those same amounts.

***ACTION ITEM: Administrators to ask MACA if carried over funding can be reallocated.***

***ACTION ITEM: Administrators to draft AWG and CWG budget for CCNWT.***

## **7 Club Updates**

### **INUVIK SKI CLUB**

- No updates, last meeting was in April and will start up again in October (AGM held then).

### **FORT SMITH SKI CLUB**

- Not in attendance.

### **HAY RIVER SKI CLUB**

- Not in attendance.

### **YELLOWKNIFE SKI CLUB**

- Will send full list of new board members
- Will also send annual report

The CCNWT board also congratulated past president Shawne Kokelj for winning the Nordiq Canada's Firth Award, named for NWT skiing legends Sharon Firth and Shirley Firth Larsson.

***ACTION ITEM: Administrators** to publicize Shawne Kokelj winning the Nordiq Canada's Firth Award through a press release and social media posts.*

Action item: Administrators to promote

## **8 Next Meeting**

The next meeting will be held Monday, September 12, 2022 at 7 PM.

*Action item: **Administrators** to confirm next board meeting date with clubs and encourage clubs to send an alternate to the meeting if a club representative cannot attend.*

## **Adjournment**

The meeting was adjourned at 8:08 PM.