



### **OSC Board of Directors Meeting**

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| Date:  | <b>Monday, April 12<sup>th</sup>, 2021</b> |
| Time:  | 7:00 pm                                    |
| Place: | Zoom Meeting                               |

**Directors Present:** Vesta Giles, Maureen Light, Joan Bernard, David Hallinan, Luc Guilherme, Lee Card, Dillon Stuart, Tim Cole, Dana Manhard, Mike Duck, Kailee Mortimer

**Staff Present:** Chelsea Francis

**Guests Present:** Brad Smith

Meeting called to order at 7:04 PM.

### **Discussion - President's Report**

#### **Ski for Light:**

- Interested in hosting race at OSC trails from February 8<sup>th</sup> – 12<sup>th</sup>. Have specific requirements for race:
  - Trail to be groomed in 1 direction
  - 5km race and 10km race
  - Day lodge or space available for racers to warm up during the day
  - Use of certain trails only – Cartwheel, Little Joe, Cowpoke.
- OSC has hosted Ski for Light before, it wasn't a problem. Due to the increased numbers of trail users this season, it may be too busy to host / accommodate them, particularly if the number of trail users next season is similar to what we saw this year.
- Previous event with Ski for Light had specific requirements as well. Grooming team will not likely have an issue with their requirements, but sufficient space and capacity in the day lodge may be the biggest concern.
  - If we could figure out a way to accommodate their lodge requirements, the group could be accommodated.
- Not sure how many skiers they will expect. Will have the same number of guides and support staff as skiers. (Eg. 20 skiers will result in 20 support staff)
- The race itself would likely be only 1-2 hours
- The 5km race would occur on Saturday, which may present some difficulties as it's a pretty busy day for trail users to begin with.
- We could accommodate some racers in the machine shed, or in the tiny building in the stadium. They could park there and have the area to themselves.
- We haven't taken any events on in February as of yet. This may see 40 people at most?
- Discussion showed that this event could likely be accommodated. As such, we will say yes to hosting the Ski for Light race and ask them to let us know what's needed from the club / board. Currently, we understand that the setup could be as follows:
  - Use of machine shed for racers to warm up
  - Groom the trails in one way,
  - Provide an area for the group to park.
  - Double check if there's anything else they need or want.
- Ask what is their communication plan? How will this link to us (OSC)?
  - Need to get messaging to non-members and members – ensure that it won't be too busy.
  - Ensure they have proper insurance.
- They will be looking for volunteers as well, though it was not a lot last time. Were previously asking for volunteer ski guides. No troubles providing those last time.

#### **New Guest Joining Meeting:**

- Brad Smith is joining us this evening as he is interested in joining the board. Brad has previous board experience in various capacities.
- Introductions / welcome from everyone.

## Lighting Upgrades and Trail Expansion:

### General Discussion:

- Rec Sites and Trails has approved money for new / expanded trails. They are providing \$25,000 - \$10,000 of this will come from last year's budget, and another \$15,000 will come from this year's.
- Rec Sites and Trails has completed referrals from First Nations groups around the area to support this project.
- In addition to the trails expansion, we would like to expand lighting to include the Bronco Loop. We have applied for funding through TOTA but have not heard new on this yet. If we have a clear estimate for the costs associated with this project, we could submit an application to TNRD through the gas tax.
- We have also asked TNRD for \$70,000 to support this project (lighting expansion), but it's unclear if we will get funding yet.
  - It's been heard that TNRD is changing their funding opportunities so that groups can only receive funding once every four years.
  - Ronae Elliot is our representative from the TNRD, we may receive better traction with the TNRD by reaching out to her directly.

### Lighting Upgrades:

- Looking for board approval to replace older light fixtures along the trails with LEDs. The total cost will be \$3,800 for the next fixtures, renting the lift, and having the lights installed. The full costs of this project will be funded by the OSC.
  - Some lights have been replaced with LEDs already, we are just looking to replace the remaining lights with LEDs.
  - Some lights are burnt out, these would be fixed / replaced when the lift is rented.
  - TNRD grant could be used to cover this cost, could be applied for once we have connected with TNRD. The LED lights were not on the original TNRD grant.
- **Motion: Board to approve funding of \$3,800 for the replacement of original fluorescent lights along the trails to LEDs, completing the transition of all trail lighting to LEDs.**
  - **Move to approve the motion by Luc. Seconded by David. No discussion. Motion passed.**

### Lighting Expansion:

- Trail lighting expansion (discussed above) would cost approximately \$30,000 - \$40,000 (up to \$40,000). This cost would cover absolutely everything. Any lighting expansion past this would require significant upgrades to BC Hydro infrastructure, resulting in additional costs.
  - This project could be made dependent on receiving the grant for the lighting expansion.
  - Funding would need to be approved by the middle of the summer. We could put the project on hold until we know about the result of the grants – making it subject to grant funding.
- **Motion: OSC board approves the trails committee, contingent to grant funding (the sufficiency of which shall be determined by the board), to create a plan to expand trail lighting to include Bronco loop.**
  - **Move to approve the motion by David. Seconded by Dana. No discussion. Motion passed.**

### New Day Lodge Planning:

- We're also in the process of exploring a new day lodge / facility structure and additional parking area. The new lighting doesn't impact the lodge planning.
- We've considered new day lodge at edge of stadium with a new entrance, with a parking in new lot between machine shed and original parking lot on side of trail. No major planning has been done – we've had one meeting about this but that's it.
- If they day lodge isn't as necessary because of COVID, we could put this project on hold for a little bit longer.
- The club could accommodate more people and activities at a new lodge than what can currently be done at the facility.
- We discovered that people were parking on the road during races due to limited space in the current parking lot, resulting in 2 police visits.
- We would like people to be able to get to the race area without having to ski too far.
- Function of our lodge is different than function of other lodges. Main function is for going in to eat lunch, but we'd like to have a new facility that could accommodate more functions.
- Potential impacts on current infrastructure depend on what you build and where you build it. If going with moving lodge to stadium side, this would impact the lights, but we need to look further into it. Years away from a new lodge as groomer is #1 priority.

### Trail Expansion (Off-Piste and Snowshoe):

- Would like to add an additional 4km of snowshoe trails, going from the canyon to top of rattler viewpoint. The

trail is already laid out with ribbon and mapped out.

- The other part of expansion is to develop 12km of off-piste backcountry trails.
  - Trails would be approximately 2-3m wide.
  - No grooming would be required but the trails would be wide enough to ensure snowmobile could go down the trail for grooming if necessary.
  - Wide enough for snowmobile to travel down for emergency rescues.
- Noelle (Rec Sites) has promised \$25,000 to go towards this, which will definitely cover the costs of developing the snowshoe trails. As previously discussed, Rec Sites and Trails has extra money (\$10,000) from last year's budget, while the other portion (\$15,000) will come from this year's budget.
- When constructing the trails, we will minimize machinery use to keep costs lower. Mini excavator will be the main machinery used for trail development.
  - Design of trails will consider future use and summer use. For example, mountain biking, horse riding, etc.
  - Looking at grades of trails to ensure they're not too steep or have too sharp of corners to accommodate users.
- Tim is very familiar with the area and doesn't believe any logging will have to occur. If anything is required, logs could be sold and burnt on site.
- Will have some maintenance to look after the trails, but this is typically done on volunteer time. Nothing substantial, trying to make trails as maintenance free as possible.
- We will have to update maps, trail signs and markers, but this could be done when changing the other trail names.
  - Signs could be done all at once, including the new trail expansions.
  - Might be worth putting this all into one grant to complete all work at once.
- **Motion: Motion to support Tim in the expansion of 4km of snowshoe trails and 12km of off-piste backcountry trails, with understanding that Rec Sites will cover \$25,000 of the costs, with no cost to the OSC.**
  - **Move to approve the motion by Maureen. Seconded by Dana.**
  - **Discussion: What if we get halfway through the trail development and run out of money?**  
There are many trail segments as part of the expansion. If we are close to the total cost or reach the total cost and all trails are not complete, we can stop the development at the end of a trail segment.
  - **Motion passed.**

#### **Signing Authorities:**

- We need to change the signing authorities as Alan has left the board.
- Signing authorities currently include Vesta, Mike, Luc.
- **Motion: Motion to add David Hallinan as a signing authority to replace Alan.**
  - **Move to approve the motion by Mike. Seconded by Luc. No discussion. Motion passed.**

#### **CCBC AGM – May 15<sup>th</sup>:**

- Vesta plans to attend the CCBC AGM. Let her know if there's anything should be brought up.

#### **President's Report**

##### **Ski for Light**

We've had a request from Ski for Light to make room for them to host an event in 2022.

*Hello,*

*I am writing on behalf of Ski For Light Canada Inc. to inquire about the possibility of holding our annual event at Stake Lake next year. Our event pairs blind and visually impaired cross country skiers with a sighted guide for fun and the enjoyment of the Nordic sport of cross country skiing. Our dates would be February 8th to and including February 12th. We would all be skiing 8th-10th with a 10 km. race occurring on the 10th for those who wish to participate. The 11th will be a free day with some choosing not to ski, and the 12th will be a 5 km. race for all participants with a shorter race for those unable to ski the distance. We have previously held the event at Stake Lake and have many fond memories of the events there. Could you please get in touch with me to let me know if this is possible (I do understand that covid restrictions could change everything). We cancelled this year's event but are optimistic that next year's may go ahead.*

I talked to Alan about it and we both thought if our numbers are similar to last year we may have some challenges. It can probably be done but it would take someone to make it happen and coordinate with them.

##### **Rec Sites and Trails / Tim's work**

Rec Sites and Trails had extra money at the end of the year so they are contracting Tim to do some work which would

include part of our new snowshoe / backcountry ski trail.

### **Signing Authorities**

We need to adjust our signing authorities now that Alan is leaving.

### **CCBC AGM**

FYI. The CCBC AGM is May 15th and it's online again. Right now they are only allowing one representative per club to attend so I will go. If they open it up to more people than I'll let everyone know.

### **Discussion – Communications and Publicity**

- Vesta would like to get quotes for updating the website. It's only 5 years old but needs serious work.
  - Chelsea would like to do something on Shopify where merchandise is sold.
  - Vesta could find someone to update website – could reach out to the original people who created the website? New people?
  - Would like to find someone who would be around to manage and maintain the website into the future.
- Previously spent \$5,000 to include new logo and website.
- Shopify would support everything that we'd need – weather station, webcam, etc. Shopify does their own web design.
- Chelsea would have time to work on the website in the fall, but this might be a bad time to do this as people are signing up for memberships, lessons, etc.
- What are internal controls to ensure that front page is organized and controlled?
  - Seems a bit much / confusing to have 2 Facebook (FB) pages. We might want to control this?
    - May lose many people if were signing up everyone on one FB page.
    - Some posts are showing up later anyways due to how Facebook shows posts on the feed.
    - Note that we should not include opinion piece on FB page. Could result in bad news. Should only say "freshly groomed" rather than saying icy, hard, etc. There is some liability attached to saying who should / shouldn't be there on trails.
    - Making representation about who should / shouldn't be there is on dangerous ground. Don't recall seeing big on waivers of liability.
    - Liability incident occurred 5 years ago, updated waivers, signage then. No signs that say ski at your own risk. Question of particular effect on particular case.
    - Risk should be known to people, but shouldn't say opinion. Talk about conditions rather than telling people what to do.
    - Table conversation until fall when we're focused on what our messaging is.
  - Could have an orientation for new skiers? May have to hold a number of sessions due to the numbers of people we'd see. Have been discussions about having hosts, but something that was put on hold because of COVID.
- With regards to the website, it's not a bad idea to get some quotes from people, including Shopify. Could make decision at next meeting once we get pricing.
- Website design is a highly competitive field. First questions that should be determined:
  - What do you want your website to do?
  - Where is it going?
  - What types of volume would you like to generate?
  - Determine what should be done, have this information ready for when we're looking for quotes for the website.
  - After-sale service, person to talk to for working out bugs afterwards is key.
- Are there specific things that people would like the website to do that it doesn't do now?
  - Condensing information - should have one area to find all information for certain topics.
  - Support various applications - Shopify can support lots of applications.
    - Current Shopify package supports everything that would be required by the club.
    - If we wanted to allow registrations on the OSC website (through Shopify), this would require different package.
- If anyone has examples of what they think the website should include, send Vesta the link / information about what website should be able to do. She will bring this information when looking for quotes.
- Never seen company have website for over 5 years. Biggest reason that people change is that website requires different functions than it currently has.
- Vesta will talk to Shopify and look for some quotes from various people.

### **Publicity Report**

I'd like to go ahead and get quotes for getting the website revamped. Right now we are maxed out on the number of

tabs we have and information has been added all over the place. I'd like to get it streamlined and updated for this year. A lot of the information on similar topics can be gathered together better.

We should look at rates, etc as soon as possible so we can finalize them and start promoting by August.

### **Discussion – Ways and Means**

- Talked to BC gaming about application to ensure no issues or information left out when applying.
- SIDIT (Southern Interior District Initiative Trust) renamed to ETSI (Economic Trust of the Southern Interior).
- As previously discussed, TNRD have not yet provided a response on our funding application.
- Pacific Sport Interior has a grant available this month for competitive sports. Is there anything that athletes do in the summer which Pacific Sport Interior funding would be good for?
  - Roller skis
  - Camps
  - Send Maureen wish list to let her know what people would like.
- When signing up for memberships, we could add \$50 for individual or \$100 for family to support fundraising for a snowcat. Other clubs have done this and they raised enough money for projects themselves.

### **Ways and Means Report**

I have been in touch with BC Gaming Branch and in the process of working with them to ensure nothing is left out of this year's application.

It was mentioned that we are in competition with other sectors, regions and districts; is it sports or arts that will be supported, where is the need during Covid, etc., what other organizations in our area are applying and for how much, are impact our application.

SIDIT, Southern Interior District Initiative Trust is renamed to ETSI, Economic Trust of Southern Interior. There is a new Chairman and they have new Strategic plan that is primarily focused on Economic assistance for small businesses and First Nations. I will speak to them directly for how non-profits can apply.

TNRD, I have written and had no response. Word is that they are only offering one grant every four years and am waiting for more information on how we will benefit from grants going forward.

Pacific Sport Interior has a grant open this month for competitive sports, I need more information on our junior competitive team in order to apply for any funding. Do we do summer sports to prepare for winter competition?

No news yet on the Thompson Okanagan Tourism Grant, in touch with the rep from there regarding our application for more lighting and trail enhancement projects for this summer.

Building a binder with all the information on grants available, Wannas has been a big help from CCBC.

### **Discussion – Treasurer's Report**

#### *Operating Account Funds:*

- Would like to restrict some funds in operating account and determine what to do with money.
  - \$573,000 available. Could have half (\$250,000) in machine account?
- Reserve contributions still need to be made. Accounts are still available, machine fund has \$10,000 per year contributed. Equipment replacement and coaching funds accounts may need contributions still.
- Still have 4 term deposits – Machine fund has \$120,000.
- Will the revenues generated from rental equipment will go into rental reserve fund?
  - See the reserve funds policy.
- Any significant costs that will occur from now till November?
  - Rental equipment
  - Trail maintenance
  - Insurance has already been renewed (Not required)
  - Can't foresee anything out of the ordinary. This includes early season wages, could handle early season ginsu or those types of expenses.
  - Any costs of roofs and doors, etc?
    - No, but the water system maybe? Restricted funds could still be accessed – but would just miss out on interest associated with funds in these accounts.
  - \$416,000 currently in operating account.
- **Motion: Motion to leave \$75,000 in operating account and move remaining balance to term deposits**

(restricted funds).

- o **Move to approve the motion by Mike. Seconded by Joan. No discussion. Motion passed.**

#### *Groomer Purchase and Machine Fund:*

- Reason for shutting down this year was conditions going downhill. Effort to keep trails safe and in good condition were too high, this was the main reason that season stopped.
  - o New groomer may help to keep trails a bit better later into the season.
  - o Concern that groomer drivers have some fatigue? Some trails are not groomed for days.
    - o Not the drivers, groomer needs to go super slow because it's old, getting worn out, etc.
    - o Someone can't groom whole trail system overnight with current groomer. Takes couple of days, which is why some trails remain ungroomed.
- \$225,000 in machine fund right now.
  - o \$223,000 in groomer account.
  - o \$27,000 to be added?
  - o \$250,000 in machine fund. \$198,000 in lodge fund.
  - o In total, approximately \$198,000 remaining funds.
- Haven't announced gaming grants. Restricting amounts to each district for what the money has to go to (sports, arts, etc.)
- BCLC is likely not opening this year. Probably no gaming grants as BCLC will not operate. Assume that we won't be getting gaming grant this year.
- Could get better grants for the lodge, better chance of getting money for a lodge rather than a groomer.
  - o Can we get any money from the Blazers?
    - o Not sure. Can't apply for grant until October or November.
  - o Nervous about spending money on groomer as club doesn't have lots of cash or funding.
    - o Groomer could be financed? Talk to people who sell the groomer?
    - o This would allow Maureen to look for grants in the meantime.
  - o Luc can talk to groomer company. We need to have the bigger picture.
  - o Vesta, Mike, Maureen, David will talk to groomer company and report back to the board.
- **Motion: Consolidate all remaining funds and purchase groomer.**
  - o **Move by David to table motion until next meeting. Seconded by Dana. No discussion. Passed - tabled / on hold until next meeting.**
- **Motion: Consolidate all term deposits in to one / combine with "lodge" or "machine funds"**
  - o **Motion withdrawn by Mike.**

#### Treasurer's Report

Treasurer report will be short, but I'm sure there will be lots of discussion:

Motion 1: Leave \$75000 in operating account and move the balance in to term deposits (restricted funds)

Motion 2 Either a) top up machine fund to ~423K

or b) top up machine fund to 1/2 the cost of a new groomer and put the balance in a "lodge" account

Motion 3: consolidate all term deposits in to one / combine with "lodge" or "machine funds"

Other than that there is very little to report from the treasurer. Expenses have been final paychecks and coaching expenses. R.O.E's have also been mailed.

#### Discussion – Trails Committee

- Discussion completed during President's Report discussion.

#### Trails Report

- 1) The TC would like to the board to approve or comment on two lighting projects. The first is to replace 20 older light fixtures with the newer and more efficient LED types. This will finalize the transition of our current lighting system to all LED. The costs including the rental of a lift would be \$3800.
- 2) The second lighting project would be to expand the lighted network to include the Bronco loop which is one of the race trails just south of the stadium. I am not 100% sure of the cost of this expansion but we did estimate it to be \$30-40,000 (Luc may know better) and we did apply for funding through the Thompson Okanagan Tourism Association with Maureen in late January.

#### AGM Minutes

- Completing final proofread, vote and approval of minutes to be completed by email.  
*Via email:*
- **Motion: Motion to approve the minutes from the March 1, 2021 OSC AGM.**

- **Move to approve motion by David. Seconded by Joan. No discussion. Motion passed.**

#### **Indigenous Trail Names**

- No new information.
- Tim will continue to work on the naming process and land acknowledgements with Ministry and various First Nations in the area.
- We are looking to rename just Geronimo and Sitting Bull.

#### **New Business**

- We would like to add a grooming committee. They will have a report at each meeting.
  - New section in agenda / reports will be added.
- Brad Smith would like to join the board.

#### **General Comment for Future Discussion**

- Couple of intersections in Tumbleweed area where it's difficult to tell where you are.
- Right goes to El Dorado, left goes up steep hill.
- Might be good to add some signage here.
- The unsigned trail is likely a race cutoff trail. It's rarely groomed but there's a number of people on this trail. Some signage might be helpful.

#### **Next Scheduled Meeting Dates (Held via Zoom)**

May 3<sup>rd</sup>, 2021

June 7<sup>th</sup>, 2021

July 5<sup>th</sup>, 2021