

CCNS Board Meeting

January 14

Present: John Cameron, Melanie MacDermid, Mallory Taylor, Dave Hubley, Camille Cameron On Phone: Dorian Hudec, Will Roy, Daniel Murray, Cathy Caouette

Regrets: Ron Mitchell, Lorenzo Caterini

Minutes submitted by Dorian Hudec

Agenda	Discussion	Time
Approval of Agenda	See attachment #1. Additional item to appoint Will Roy to the CCNS Board.	Motion: To approve the agenda with the addition of appointing Will Roy to the Board. Moved: John Seconded: Camille Motion carried.
Motion to appoint Will Roy to the CCNS Board	Will Roy was introduced to the Board. He has moved to Sydney from Alberta. He is currently serving on the Cape Breton Nordic Board.	Motion: To appoint Will Roy to the Board now, with election to follow at the AGM in Spring 2020. Moved: John Seconded: Dorian Motion carried.

Approval of minutes of December 2019 Meeting	See attachment #2.	Motion: To approve the minutes of December 2019 meeting as circulated. Moved: John Seconded: Dave Motion carried.
Finance Update	Deferred as Ron was absent. We are between quarterly reports.	

<p>Harassment Policy</p>	<p>See attachment #4 (Revised version of the Draft CCNS Harassment Policy)</p> <p>* John and Mallory will meet with the new Sport NS SafeSport Lead (Elana Liberman) in the coming weeks to discuss our situation and the draft policy. *Nordiq Canada clarified the insurance coverage for harassment cases: The insurance should cover the costs of any harassment suits against CCNS or member clubs, provided that we implement an appropriate Harassment Policy. The insurance will not cover the costs for the 3rd party investigator to receive or investigate complaints. CCNS should have a reserve fund to pay for potential legal costs (We have approx. \$65,000 reserve funds).</p> <p>CCNS will wait until other organizations are more aligned before proceeding with our draft version. John will keep the Board updated. In the interim, the Board recognizes that the ski clubs/team need to be proactive in prevention of harassment.</p>	
<p>Changes to CCNS Bylaws</p>	<p>The NS Registry of Joint Stocks did not approve the revised CCNS Bylaws (from AGM 2019). Camille reviewed the report, and noted that 3 revisions were recommended. She thinks these will be straight forward and will work on them. In the meantime, we continue to operate on the old Bylaws.</p>	

<p>Communications strategy for Coaches in:</p>	<ul style="list-style-type: none"> ▪ 2020-21 PSO and PRO Outcomes (Deadlines on Feb 15 and Feb 21) ▪ Attachment 5.0 - 2020-21 Recreation Outcomes Template - Blank) ▪ Attachment 5.1 - 2019-20 Recreation Outcomes and Final Report) ▪ Link to PSO Outcomes for 2020-21: https://docs.google.com/spreadsheets/d/1XF18EMiQOWMNufuwJ8U5DIAAv72XmldrV79xiU7rm00/edit#gid=1644609740 ▪ Attachment 5.2 - 2019-20 PSO Outcomes <p>*Each year CCNS must identify and submit two sets of 'Outcome' documents to our two major funders: 1) Provincial Recreation Organization (PRO) Outcomes to the Dept. of Communities, Culture and Heritage, 2) Provincial Sport Organization (PSO) Outcomes to Sport Nova Scotia.</p> <p>Discussion among the Board focussed on the goal of coach and officiating development. It would need to be a very high priority for us to succeed. We may need to bring in outside help to put on a CANSI course. Board members were encouraged to submit their ideas to John and to take note of the upcoming report deadlines.</p> <p>Upcoming Reporting Deadlines</p> <p>Jan 24th: 1. PRO submission of final report Feb 15th: 1. PSO data uploads 2. 2020/2021 Outcomes</p> <p>Feb 21st: 1. PSO Eligibility Criteria due 2. PRO Outcomes due</p> <p>March 31st: 1. PSO 2019/2020 Outcomes final reporting</p>	
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<p>Coach Registration Process</p>	<ul style="list-style-type: none"> ▪ Nordiq Canada insurance requires that all coaches / instructors who coach for more than 7 hours per winter complete 3 steps: 1) NC coach registration, 2) criminal record check, child abuse register check (for coaches responsible for children under 18). All clubs have implemented a process to ensure coach registration. (Attachment #6) It appears as if clubs are moving forward with this. The option to use Mybackcheck.com was discussed for criminal record checks. Mallory was going to check to see if it was now operating well. 	
<p>2020 Calendar of CCNS Events</p>	<p>See attachment #7. The Board reviewed the schedule noting that provincial ski races are planned for Feb 1 and 2 at Oakfield Golf Club, and are being organized by Halifax Nordic.</p>	
<p>Zone 4 Club Registration</p>	<p>Nordic Canada requires that clubs use Zone4 for individual member registration. Zone4 registration is also very helpful as it can generate all the data we need to submit annually to Sport Nova Scotia. Halifax Nordic uses Zone4. CBN and NHN may need some support. See www.zone4.ca. Susan McClure and Melanie MacDermid are good resources.</p>	
<p>Updates from Clubs</p>	<p>Provincial Team (Daniel): The team raced in the Gatineau Candy Cane Cup in December, and all placed in the upper half, with two 13th place finishes, and one 9th place. Upcoming is the Maritime Cup in Fredericton and the Canadian championships.</p> <p>North Highlands Nordic (Daniel): Lots of season passes are being sold.</p> <p>Halifax Nordic (Dave): The club is making snow at Brunnello. They are hoping to have night skiing with lights soon. Lessons started last week on Saturday, and also Monday nights. Oakfield Golf Course (by Enfield) is going to be grooming Mon to Fri using Halifax Nordic equipment. The Youth ski equipment purchased by CCNS with a grant from Sport NS is being loaned out at Brunnello currently. There are plans to transport it to Kentville for a Try It event. (It can all fit in a station wagon, and will be available for the whole ski community although issues and cost of transportation will need to be addressed).</p> <p>Cape Breton Nordic (Will): Seaview golf course has been groomed and tracked. Plans to have the clubhouse open for Saturdays are underway.</p>	
<p>Adjournment</p>	<p>Upcoming meetings planned for the first Tuesday of the month from 7:30 to 9:00 pm. as follows: Feb 4, Mar 3, Apr 7, and May 5, 2020.</p>	

FEBRUARY 4, 2020

Present: John Cameron, Melanie MacDermid, Mallory Taylor, Lorenzo Caterini, Dave Hubley, Catherine Caouette, Ron Mitchell

On Phone: Dorian Hudec, Chris Bolger, Will Roy, Lois McNeil, Daniel Murray Minutes submitted by Dorian Hudec

Agenda	Discussion	Time
Approval of Agenda	See attachment #1. Daniel's portion regarding to ski team to be presented early as he is able to attend for 30 minutes.	Motion: To approve the agenda as circulated. Moved: Dave Seconded: Ron Motion carried.
Approval of Minutes from January 14, 2020 meeting	See attachment #2.	Motion: To approve the minutes from the January 4, 2020 meeting as circulated. Moved: Dave Seconded: Melanie Motion carried.
Motion to appoint Lois McNeil from NHN to the CCNS Board	Lois provided a brief introduction of herself, telling of her long term involvement with cross country skiing including previous experience of having a daughter on the ski team for many years, as well as being a longtime member and volunteer with North Highlands Nordic.	Motion: To appoint Lois McNeil to the CCNS Board (election to follow at AGM). Moved: John Seconded: Lorenzo Motion carried.
Finance Update	Ron reported that the quarterly report was in, but he had not yet had a chance to review it. Discussion was deferred.	

<p>Communications Update</p>	<p>See Cathy's submitted Communications report. Cathy reported that she continues to be busy working on the website and increasing communication connections. There has been ongoing increased engagement with the posts and website (more than double last year).</p>	
<p>Harassment Policy</p>	<p>■ Harassment Policy: Revised version of the Draft CCNS Harassment Policy (Attachment #3). * John met by phone with Brian Ward, the lawyer who is the independent 3rd party to receive and oversee the investigation of harassment complaints for Nordiq Canada and Cross Country Ontario. He will provide the fee for service to CCNS (i.e no cost if no complaints). Contract: Attachment #4 *John and Mallory met with the new Sport NS Safesport lead, Elana Leberman – lawyer and our Sport Consultant, Mike Hudson about the Harassment Policy. Both emphasized that the likelihood of any serious and expensive harassment case CCNS and member clubs is very small (e.g.the total legal costs for all harassment cases in Saskatchewan Sport in 2018 was about \$40,000). The motion to sign the contract with Brian Ward was deferred as the Board wanted to know if there could be an increase in frequency reporting what costs would be mounting to in the event of a significant investigation and if he would be able to give an estimate of probable cost at the outset. John was going to have a further discussion with Brian Ward for clarification.</p>	<p>Motion: To approve the proposed Harassment Policy. Moved: John Seconded: Will Motion carried.</p>
<p>2020-21 PSO and PRO Outcomes</p>	<p>■ 2020-21 PSO and PRO Outcomes (Deadlines on Feb 15 and Feb 21) *Each year CCNS must identify and submit two sets of 'Outcome' documents to our two major funders: 1) Provincial Recreation Organization (PRO) Outcomes to the Dept. of Communities, Culture and Heritage, 2) Provincial Sport Organization (PSO) Outcomes to Sport Nova Scotia. The outcomes are in 5 different categories – and represent the key goals for CCNS for the coming year. Possible Outcomes including the following were discussed: -Implement Safesport policies with ski team and clubs: Responsible Coaching Movement -Support clubs to implement Harassment Policies -Coach development: CANSI, CC, L2T. This was seen as a priority by the Board. -Collaborations with Municipal Rec Programs -Collaborations with other Sport and Recreation Organizations (Snowmobile Association of NS, Dog Musers) -Develop and expand school ski program -More Try-it events for new skiers (with focus on inclusion – e.g. ISANS) -ParaNordic program and coach development -First Aid / First Responder capacity development -collaborate with Bicycle NS to purchase and provide training for use of an AED -explore options for training CCNS / club members with Canada Ski Patrol -Communication goal -Board governance training</p>	

<p>PSO Draft Outcomes for 2020-21 Deadline – Feb 15, 2020</p>	<p>See attachment #5. The Board reviewed and discussed each of the 4 categories including Organizational Effectiveness(OE), Participation, Coaching and Officiating, and Excellence (high performance – ski team) using the draft as a guideline. Daniel's input in the high performance area will be considered. Ultimately, the tier 4A status would like to be improved so that the team would be eligible for more funding. Board members were encouraged to further review the draft and send comments to John before the deadline of Feb 15, 2020. Having attainable outcomes is a major goal for the Board.</p>
<p>Updates from Clubs and Ski Team</p>	<p>Provincial Ski Team: Daniel reported that the team recently raced in the Maritime Cup, and that 5 members (Fiona, Grace, Ogen, Milo and Cohen) were going to be attending the Canadian Championships in Sherbrooke, QC next week, with a substitute local coach (friend of Daniel's).</p> <p>Friends of Ellenwood Park: Chris asked for help with provincial park requirement for skidoo operator's certification. Dave was able to provide some information and the 2 agreed to further discuss the specifics after the meeting. Chris reported that there was no snow but the club was active with a moonlight hike on Jan 24, 2020 with over 50 participants, and were hosting a mixed family group event in the park Feb 5, 2020.</p> <p>North Highlands Nordic: Lois reported that the club was looking at building a new building as early as next season. They were fundraising and were set up now with NC so that charitable receipts for donations could be issued. Cathy encouraged NHN to be in further contact with her about facilitating their fund raising efforts with her help in communications. The club has over 100 members, a fifty centimeter base of snow, and has been busy with a moonlight snowshoe (20 participants) and running their bunny/ jackrabbit programs. There were 850 skiers in the trails in January.</p> <p>Cape Breton Nordic: Will reported that there have been 5 weeks of groomed trails. Club house has been open on Saturdays for 4 hours, and rentals have been averaging about 25/day. There are 30 members. A trip and lessons are being planned for a CBU group to go to NHN. CBN is also working with CBRM to organize a trip to NHN with older adults.</p> <p>Halifax Nordic: Lorenzo reported that many skiers were enjoying the lit and manmade snow trails at Brunello. It was fully functional.</p>
<p>Adjournment</p>	<p>Topics of PSO data 2020 Upload, 2020 Sport NS Support for Sport Awards, and Nordiq Canada AGM June 11 -13, 2020 were not addressed due to time constraints. Meeting was adjourned, and next one is planned for March 3, 2020 at 7:30 p.m.</p>

CCNS Board Meeting**March 10, 2020**

Present: John Cameron, Mallory Taylor, Lorenzo Caterini, Dave Hubley, Catherine Caouette, Camille Cameron, Melanie MacDermid

On Phone: Dorian Hudec, Stephen Sollows, Ron Mitchell, Lois McNeil, Regrets: Daniel Murray

Minutes submitted by Dorian Hudec

Agenda	Discussion	Time
Approval of Agenda	See attachment #1	Motion: To approve the agenda as circulated. Moved: John Seconded: Camille Motion carried.
Approval of minutes of February Meeting	See attachment #2	Motion: To approve the minutes as circulated. Moved: John Seconded: Melanie Motion carried.
Finance Update	See 2 sheets: Cross Country Skiing NS Comparative Balance Sheet and Cross Country Skiing NS Comparative Income Statement, submitted by Ron and reviewed with the Board. Several points were clarified. Overall, CCNS is in a solid position. The provincial team was successful at generating some money this year with fundraising efforts. Ron is going to verify/ clarify the \$2100 growth under Income earned on Investments for the next meeting.	Motion: To accept the comparative balance income statement as presented. Moved: Ron Seconded: Stephen Motion carried.
Communications Update	See attachment #4. Cathy reviewed her report with the Board highlighting February projects, including coverage of the provincial ski races, and communication plans for March.	

<p>Harassment Policy</p>	<p>*At the February 2020 meeting, the CCNS board approved the new Harassment Policy and discussed the appointment of lawyer Brian Ward to serve as the Independent 3rd Party to receive and investigate complaints. Brian Ward also serves as the independent 3rd party for Nordiq Canada and Cross Country Ontario. Ron asked if we could expect Brian Ward to provide a) estimates of the cost of an investigation before the investigation begins, and b) bi-weekly reports on costs of investigations. The CCNS Board decided to delay voting on this motion until Brian Ward responded. He responded positively to both requests.</p>	<p>Motion: CCNS to sign the contract with Brian Ward to serve as the Independent 3rd party individual on behalf of CCNS with harassment issues as needed. Moved: Stephen Secinded: Camille Motion carried.</p>
<p>2020-21 PSO Outcomes - Feedback from Sport NS</p>	<p>See attachment #5. The Board reviewed the document and noted/discussed highlighted areas needing to be more specific under the categories: Participation, OE (possible survey to be circulated to the Board members to complete to determine how effective the Board is), Coaching and Officiating (need to note how many of each courses would be offered in the 5 categories and one seemed to be the most realistic). Board members noted that we should do early planning to have success with the CANSI course.</p>	

<p>2020 Sport NS 'Support for Sport' Awards</p>	<p>See attachment #6. Deadline for nominations from Clubs: Monday, March 30 *Deadline for CCNS Board Decision: Friday, March 30 (on-line vote) *Deadline for CCNS to submit Names to Sport NS: April 6 *Support4Sport Awards Banquet: June 6 -Nominations from Clubs for the following awards: <ul style="list-style-type: none"> ▪ Volunteer of the year ▪ Coach of the year ▪ Corporate sponsor of the year ▪ Official of the Year ▪ Freda Wales Award (CCNS Award to a Woman who has made outstanding contributions to XC skiing) -Nominations for Athletes of the year (M/F): Based on Canada Points List (performance in qualifying national races) *Next steps: 1) John to invite clubs to submit nominations by March 30, 2) set up on-line voting for CCNS board members before April 6, 2020.</p>	
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<p>Nordiq Canada AGM</p>	<p>■ Nordiq Canada AGM (June 11-12-13, 2020): Canmore *NC pays airfare + food for 1 person. CCNS responsible for registration + accommodation + transportation from Calgary – Canmore (approx. \$700 / person) *The provincial division chairs (e.g. CCNS President) are the only voting members for Nordiq Canada Board elections and resolutions. The NC meeting is also valuable for information gathering and connections with other Divisions.</p>	<p>Motion: CCNS to send John Cameron to Nordiq Canada AGM in Canmore with an approximate cost of \$700. Moved: Stephen Seconded: Camille Motion carried.</p>
<p>SNS Sport Fund</p>	<p>SNS Sport Fund – CSO project proposal deadline: April 15, 2020 http://www.sportnovascotia.ca/Funding/StartanApplication/ForCommunitySportOrganizations/SportFund/tabid/2197/Default.aspx Clubs are encouraged to apply if they have a project. They should submit to John and Mallory about 2 weeks prior so they can endorse it. They should check the website for the specific details.</p>	
<p>CCNS AGM Dates</p>	<p>We need to pick a date. John will send out a doodle poll including weekend dates for May and early June. The Board should consider location options (?Halifax? Truro), and also whether we should host a meeting of the clubs.</p>	
<p>Updates from Clubs</p>	<p>Friends of Ellenwood Park: Stephen reported that there was only one day of groomed snow. The club hosted 2 moonlight walks with participants aged 8 to 82. There is no snow now. Halifax Nordiq: Lorenzo reported that they had good snow until Feb 23, and as a result they had consistent programming in the Snow Bowl. Provincial ski races went well. There was an Immigrant focussed Try It event organized by Diedre that was successful. In the upcoming week (March 14, 2020) there is a Snow Mobile Instruction course training people for grooming. Cape Breton Nordic: Dorian reported that there had been ongoing grooming, good snow coverage, and the club room has been open for ski and snowshoe rentals 2 four hour days per week. As well, a trip was organized and complete taking 15 International students to NHN in 2 vans on March 8. Lessons were provided and the group had a great time. This was funded partially by grant money. North Highlands Nordic: Lois reported that the club is busy fundraising for their new club house (\$9000.00 so far). There is lots of snow with a base of 40cm or more. They are hosting a loppet on March 15, and there will be St. Paddy's day Pub on the 14th at the firehall.</p>	

Adjournment	Upcoming meetings April 7, and May 5, 2020 at 7:30 to 9:00 pm.	Motion: To adjourn the meeting. Moved: John Seconded: Melanie Motion carried.
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CCNS Board Meeting**April 7, 2020**

Present: John Cameron, Melanie MacDermid, Mallory Taylor, Lorenzo Caterini, Dave Hubley, Catherine Caouette,,Dorian Hudec, Ron Mitchell, Camille Cameron, Daniel Murray, Melanie MacDermid, Lois McNeil

Absent: Will Roy, Wendy Majestic

Minutes submitted by Dorian Hudec

Meeting was held by Zoom video conference.

Agenda	Discussion	Time
Approval of Agenda	See attachment #1.	Motion: To approve the agenda as circulated. Moved: Ron Seconded: Melanie Motion carried.
Approval of minutes of March 2020 Meeting	See attachment #2.	Motion: To approve the March 10, 2020 minutes as circulated. Moved: John Seconded: Camille Motion carried.
Finance Update	Ron discussed changes to CCNS banking operations as related to COVID 19. It largely involves Mallory standing in line with protective wear and distancing to make deposits. Recreation NS has asked PROs to track financial losses related to COVID 19. Ron thinks COVID 19 will not have a very big effect on CCNS funds. Yearend finance report should be complete by mid May, 2020.	
Communications Update	See attachment #. Cathy presented her report which included summary of March projects and a list of focused projects for April 2020. She noted that there was a lot of social media interest in the loppet held at NHN and the provincial ski races.	

<p>2020 Sport NS 'Support for Sport' Awards</p>	<p>See page 2 or agenda. The deadline for CCNS to submit nominations to Sport NS has been extended to April 20, 2020. The Board discussed the results of the Doodle poll nominations, and made the following choices for the Sport NS and CCNS awards:</p> <ul style="list-style-type: none"> • Corporation of the year: Hub Cycle • Volunteer of the Year: Lorenzo Caterini (HN) • Official of the Year: Rejean Chamberland (NHN) • Coach of the Year: Jack Soloman (HN) • Freda Wales Memorial Award: Deirdre Evans (HN) • Male athlete of the Year: Ogen Newcombe • Female athlete of the Year: Fiona McClure 	
<p>CCNS AGM Planning</p>	<p>The Board decided to have a "bare bones" AGM to approve financial statements, elect Board members, and complete the Bylaws corrections as recommended by Joint Stocks in mid to late May. The date is to be determined by a doodle poll organized by Mallory. The plan is to have a Zoom meeting at that time, and then to plan for a face to face club meeting in the fall.</p>	
<p>Impacts of COVID 19 on CCNS</p>	<p>Mallory is currently working from home due to COVID 19 restrictions. It is "business as usual" as she continues to work on grant proposals, bank deposits, etc. The ski season was diminished by one or two weeks in Cape Breton due to COVID 19 rules, but overall there has been a small impact on skiing itself.</p>	
<p>Updates from Clubs and Ski Team</p>	<p>NS provincial Ski Team: Daniel reported that this season is officially over. They are in the early stages of selecting the team for next year. Due to COVID 19 restrictions the team will not be meeting physically to train until summer sometime. They are planning to do some group online workouts in the interim.</p> <p>North Highlands Nordic: Daniel reported that the last day of the season coincided with the March 18, 2020 Loppet which successfully included 40 plus skiers. NHN members have voted to build a new chalet for which they are fundraising. Donations are gratefully accepted.</p> <p>Cape Breton Nordic: Dorian reported that the season ended early due to COVID 19 restrictions and that the social planned for March 20th, 2020 was cancelled. It was a successful season overall with good community participation and snow coverage/grooming.</p> <p>Halifax Nordic: Lorenzo reported that there were 9 groomers who participated in the Ski Doo grooming course held at Brunnello.</p> <p>Friends of Ellenwood Park: No report</p>	
<p>SNS Sport Fund – CSO project proposal deadline: April 15</p>	<p>SNS Sport Fund – CSO project proposal deadline: April 15 http://www.sportnovascotia.ca/Funding/StartanApplication/ForCommunitySportOrganizations/SportFund/tabid/2197/Default.aspx</p>	

Pending Initiatives	<ul style="list-style-type: none">▪ Pending initiatives and actions: COVID-19 could be an opportunity to promote on-line training opportunities:<ul style="list-style-type: none">▫ Intro to Community Coaching (ICC) course▫ Level 1 Officials Course▫ Commit to Kids Training (on-line): 2.5 hours (\$12).▫ Coaching Athletes with a Disability (AWAD) course (45 minutes)	
Adjournment	Next meeting planned for May 5, 2020 with a goal to plan for the CCNS AGM.	

CCNS Board Meeting

May 5, 2020

Present: John Cameron, Melanie MacDermid, Mallory Taylor, Lorenzo Caterini, Dave Hubley, Catherine Caouette, Dorian Hudec, Ron Mitchell, Camille Cameron, Daniel Murray, Lois McNeil, Larry Richard, Derek Estabrook (Nordiq Canada)

Minutes submitted by Dorian Hudec

Meeting was held by Zoom video conference.

Agenda	Discussion	Time
Approval of Agenda	See Attachment #1.	Motion: To approve the agenda as circulated by John. Moved: Camille Seconded: Dave Motion carried.
Approval of Minutes from April meeting	See Attachment #2.	Motion: To approve the minutes as prepared by Dorian. Moved: John Seconded: Lorenzo Motion carried.
Communications Report	See Report to the Board - Communications (Attachment) Cathy presented her report which included April Projects. Highlights include developing an archival system for photos and working to sync with Nordiq Canada. Project Focus for May include, amongst other items, the plan to start a NS skier story section on the Website. It was noted that most people find the CCNS Website through Google. *See link to e-learning opportunities on CCNS website (promote to club members: https://crosscountryns.ca/2020/04/10/coaching-officials-development/	

<p>Roles of CCNS Treasurer</p>	<p>John thanked Ron for his service on the Board as Treasurer, specifically on helping with the process of improving the organization with Sport NS. Ron is stepping down from the Board after the AGM. Ron informed the Board of the role of the Treasurer. There are 2 account streams that are managed: NS ski team and the CCNS Board. The job involves overseeing process, ensuring quarterly statements are issued, and the annual statement is prepared for the AGM. Overall the system works well now with good cooperation/ liasson with Mallory, John, Hilda (NS Sport), and Tara (ski team). Board members are encouraged to talk to John or Ron if they have questions or are interested in the position of Treasurer.</p>	
<p>Nordiq Canada Updates</p>	<p>Derek Estabrook, member of Halifax Nordic and Board member of Nordiq Canada, spoke primarily on 2 issues. The Board had opportunity to discuss and share ideas.</p> <p>1. Impact of Covid 19 on cross country skiing. There was a relatively small impact on the sport this season across the country. There are many issues to consider for the 20/21 season. It is thought that competitive events will be highly impacted by issues of maintaining social distance and travel. There will likely be a significant reduction in events. This may be a time for greater opportunity for recreational skiing, keeping in mind the need for social distancing. Our sport can do this better than many others, but thought and strategic planning will be required. Efforts to promote Nordic skiing should be made to our governments.</p> <p>2. Environmental and Sustainability Committee. This is a new committee that Derek serves on whose role is to advise Nordiq Canada on sustainable practices. It is recognized that environmental change is having a huge impact on skiing. The committee will be involved at a global level with UN Sports for Climate Action Framework. The use of High Fluorinated Waxes does have a negative impact on the environment and an issue to address.</p>	
<p>Coach Development Planning</p>	<p>John and Dave discussed this issue. It has been included in our strategic plan, and both feel that the Board needs to make it a big priority allocating time and energy into its promotion. NS lags behind in many aspects of its coaching qualifications, particularly beyond the basic levels. The Board is encouraged to consider strategies/enticements that would help create interest and enthusiasm amongst the ski community regarding ski instruction.</p> <p>The "Safe Sport" module is available free of charge for online education. All coaches and Board members are encouraged to take this 90 minute course, through the CAC (Coaching Association of Canada).</p>	

High Performance (HP) Planning	The High Performance committee, John and Daniel have been working to reform the existing plan. Areas of focus are development of athletes, team recruitment efforts and governance. Also, Lilla Roy is taking a more active role with coaching Para Nordic Skiing. There is a new para Nordic athlete on the provincial team. Team was announced last week and circulated.	
AGM Planning	AGM is scheduled for May 26, 2020 7:00 to 8:30, via zoom video conference. It will be a streamlined meeting focusing on financial statements, and election of Board members. An information packet will be sent.	
Adjournment	John adjourned the meeting.	

CCNS Board Meeting

July 7, 2020

Present: John Cameron, Melanie MacDermid, Mallory Taylor, Dave Hubley, Dorian Hudec, Lois MacNeil

On Phone: Cathy Caouette, Chris Bolger

Regrets: Camille Cameron, Daniel Murray, Will Roy

Minutes submitted by Dorian Hudec

Meeting was held by zoom video conference

Agenda	Discussion	Time
Approval of Agenda	See Attachment #1. John also made a couple of announcements. He wished to extend best wishes to John Hudec who is recovering from an injury, and Camille Cameron who is ill, but expected to return to Board duties when recovered. He also informed the Board that Lorenzo Caterini will be granted the Nordiq Canada Volunteer of the Year Award (announcement to be made later) and was extending his congratulations.	Motion: To approve the agenda as circulated. Moved: Dorian Seconded: Mallory Motion carried.
Approval of Minutes from May meeting	See Attachment #2.	Motion: To approve the minutes as submitted/ circulated. Moved: John Seconded: Chris Motion carried.
Communications Report	See Communications Report as submitted by Cathy. Cathy presented her report highlighting that the content calendar was being developed and that it is desirable for the CCNS website be maintained in the primary spot on a google search. John congratulated Cathy particularly on a job well done with recognition of award recipients on social media posts. As we are searching for a new treasurer for the Board it was suggested that this too could be "advertised" on social media.	
Covid 19 Return to Sport Plan for Winter 2021	We should aim for Sport NS review of the CCNS plan by early September so that clubs can begin promoting fall and winter programs. John and Mallory plan to work on a first draft to submit to Sport NS, using input from Nordiq Canada as available and complying with provincial regulations. CCNS 'Return to Sport' plan for rollerskiing and dryland training is attached (Attachment #3). The Board noted that the number of participants in official ski programs is relatively small, often under 10.	

<p>Budget for 2020-21</p>	<p>See Attachment #4. A first dra) of a CCNS budget for 2020-21 is A8ached. It includes the fixed costs (salaries + reoccurring administrative costs) and ideas / proposals for spending discretionary funds. The Board discussed options for discretionary spending which included money being allocated to promotion of coaching, honorariums for those teaching skiing in recreation areas, First Aid Certification costs, course and transportation costs for coaching participants (potentially more than the \$1000 already suggested). The proposed amount of \$2500 for the meeting of the Clubs in the fall seemed reasonable. Board members were invited to submit more suggestions to John by email.</p>	
<p>Updates from Clubs and Ski Team</p>	<p>North Highlands Nordic: Lois was not present at that time to give a report. Dorian and John both noted that the club had moved out of the Victoria Community Centre, was fundraising for the new club facilities, and working hard now on landscaping for the new club building.</p> <p>Friends of Ellenwood Park: Chris noted that they have a small ski cabin and this may make it difficult to loan equipment in the next winter due to distancing restrictions regarding Covid 19.</p> <p>Halifax Nordic: John reported that the AGM will be held at the end of July.</p> <p>Cape Breton Nordic: Dorian reported that the club may be interested in borrowing the CCNS ski equipment for school children next season.</p> <p>Ski Team: John reported that the team had started training for next year, and that there was a significant portion that was now done on Zoom.</p>	
<p>Other Business</p>	<p>John attends monthly meetings with the other provincial presidents. They are looking for ideas to develop a "Clubhouse" that is useful for clubs to share information. They need a password and input from clubs to make it useful. John will approach the NS club presidents to invite them to look at it.</p>	
<p>Adjournment</p>	<p>Meeting adjourned. Next meeting scheduled for August 4, 2020.</p>	<p>Motion: John moved to adjourn the meeting. Seconded: Dorian</p>

CCNS Board Meeting**August 4, 2020**

Present: John Cameron, Mallory Taylor, Lorenzo Caterini, Catherine Caouette, Lois MacNeil, Dorian Hudec, Chris Bolger

Meeting held by zoom video conference

Minutes submitted by Dorian Hudec

Agenda	Discussion	Time
Approval of Agenda	See Attachment #1.	Motion: To approve the agenda as circulated, with understanding that July minutes are being approved. Moved: John Seconded: Dorian Motion carried.
Approval of Minutes from July meeting	See Attachment #2.	Motion: To approve the July minutes as circulated. Moved: John Seconded: Lois Motion carried.
Communications Report	See Attachment #3. Cathy summarized her report. There have been 500 visits to the Website. Updates are ongoing. She plans to feature historic Canada Games athletes and award winners. She reiterated that content needs to be meaningful, feature people, and promote trails.	
Coach Development Plans for 2020-21	John gave a brief report in Dave's absence. Dave was meeting with Atlantic Canada and Nordiq Canada next week. He is hoping to organize an in person Community Coach workshop, Learn to Train course, and a CANSI course (learning to instruct adults) with input from the Board.	

<p>Budget 2020-21</p>	<p>Draft #2 of a CCNS budget for 2020-21 is Attached. (Attachment #4). It includes the fixed costs (salaries + reoccurring administrative costs) and ideas / proposals for spending discretionary funds. John reviewed the Budget. In summary there is a projected revenue of \$24,500, salary and administrative costs \$15,620, and remaining discretionary funds \$8880. Options for use of included grants to clubs, coach development, clubs meeting in the fall, and sleds. The Board plans to discuss and make a motion in Sept. meeting to leave the \$8880 in a discretionary fund that can be utilized after discussion in Board meetings as needs arise.</p>	
<p>Covid 19 Return to Sport Plan for Winter 2021</p>	<p>John and Mallory are planning to work on a CCNS plan that is approved by Sport NS for September so that clubs can begin promoting fall and winter programs. Potential issues for clubs were discussed, including size of rental rooms/space, cleaning of rental equipment, location in provincial park (Friends of Ellenwood Park).</p>	
<p>National Nordic Strategy Working Group</p>	<p>Nordiq Canada recently signed an MOU to explore closer collaboration with Biathlon Canada, Ski Jumping Canada and Nordic Combined Canada (see press release on page 2-3 of agenda). John is on a "membership" working group and Derek Estabrook is on the National Steering Committee. Implications for CCNS were discussed. The organization with the most potential for improved collaboration seems to be with Biathlon NS. John will reach out to Biathlon NS to establish some communication.</p>	
<p>Updates from Clubs and Ski Team</p>	<p>NHN: (Lois) Club members are busy clearing land, fundraising from an online auction and flea market for a new building for the groomer this fall. CB Nordic: (Dorian) No report Halifax Nordic: (Lorenzo) AGM is planned for next week. Friends of Ellenwood Park: (Chris) Club may not be able to open club house next season if provincial park restrictions are in place. They also have concerns about being unable to loan equipment due to their small building size and Covid 19 restrictions.</p>	
<p>Other Business</p>	<p>John reported that Melanie MacDermid has volunteered to act as Treasurer on the CCNS Board. He also reported that Sport NS is offering CPR recertification training (online and in person). Mallory will clarify details.</p>	
<p>Adjournment</p>	<p>Meeting adjourned. Next meeting planned September 2, 2020.</p>	

CCNS Board Meeting

September 15, 2020

Present: John Cameron, Mallory Taylor, Lorenzo Caterini, Catherine Caouette, Lois MacNeil, Dorian Hudec, Chris Bolger, Kris Doyon, Daniel Murray, Melanie MacDermid, Dave Hubley Meeting held by zoom video conference

Minutes submitted by Mallory Taylor

Agenda	Discussion	Time
Approval of Agenda	See Attachment #1.	Motion: To approve the agenda as circulated, with addition of by-laws Moved: John Seconded: Chris Bolger Motion carried.
Approval of Minutes from August meeting	See Attachment #2.	Motion: To approve the August minutes as circulated. Moved: John Seconded: Lorenzo Motion carried.
Welcome + appointment to Board of Kris Doyon		Motion: To appoint Kris Doyon to Board and to serve as Treasurer Moved: John Seconded: Melanie Motion carried.

<p>Updates (John and Mallory)</p>	<p>CCNS COVID-19 'Return to Play Plan' for Winter 2020 (Draft for feedback to be circulated by Sept 14)</p> <ul style="list-style-type: none"> - Board is currently ironing out the details to have finalized for 2020/21 season - Race wise, CCNS will propose starts of 50 on the line + organizers and volunteers, where possible or needed we will do individual starts <p>Federal COVID-19 funding for PSOs: CCNS will receive a minimum of \$2,000 + possibly more depending on how COVID-19 impacts our revenue/ expenditures. We can apply in January and / or March.</p> <ul style="list-style-type: none"> - Clubs will see more of an impact, therefore CCNS will more than likely look to only receive the minimum amount of \$2000 <p>CCNS application for PSO Project Grant to purchase additional ski equipment for rental at Brunello + try-it events, schools, community groups.</p> <ul style="list-style-type: none"> - Currently in the process of beginning the second phase of our 2-year project. - The goal is to build the inventory at Brunello, between 60-70 classic skis and a large number of skate skis <p>Creation of new High-Performance Plan for ski team + High Performance Committee and governance</p> <ul style="list-style-type: none"> - CCNS is looking to strengthening the governance around the Ski Team. Looking to start with a HP plan. - John, Daniel and Mallory to meet later in September with Evan from CSCA in regards to starting this plan 	
<p>Communications Report (Cathy)</p>	<ul style="list-style-type: none"> - Looking to highlight trails, equipment and weather all across NS - Highway cams could also be used this year to highlight weather locations - Facebook has a feature where pages can like other pages, Cathy will look to utilize this on the marketing side 	
<p>■ Coach development plans for 2021 (Dave H.)</p>	<ul style="list-style-type: none"> - One of Nordiq Canada's goals is to work more with Atlantic Canada in developing coaches. - NS only has 1 learning facilitator in the province - Daniel Murray, we currently have an opportunity to increase the number of LF in the province. - NC is changing the coaching module - 18- month process - Dave would like an additional person aside from himself to become an LF (have a total of 3 within the province - Daniel, Dave, +) - Dave would like to develop an Atlantic coaching symposium, bring a large group of coaches together. A great way to promote coaching would be through a symposium 	

<p>CCNS Budget</p>	<p>(Attachment #4 and #5) Approve budget for 2020 fy year - \$15,620 allocated to salaries - \$10,880 allocated for discretionary projects</p>	<p>CCNS approve the attached budget with \$15,620 allocated for salaries and administration and \$10,880 allocated for discretionary projects Moved: John Seconded: Lorenzo Motion carried.</p>
<p>CCNS Grants to Clubs for 2020-21:</p>	<p>Each fall CCNS invites member clubs to apply to CCNS for grants from CCNS funds. We need to determine the timeline for applications for 2020 and how much funding we anticipate being available - to communicate with clubs. The CCNS policy on grants to clubs enables the board to make grants from both CCNS's annual operating budget and reserve funds (for exceptional projects). See 2019 guidelines for CCNS grants to clubs (Attachment #6) - 2020 Deadline = October 4th clubs deem reasonable - Board to review them October 6th</p>	
<p>▪ Updates from Clubs and ski team</p>	<p>Friends of Ellenwood Park waiting to hear their rules/ regulations for this coming winter. They operate when the park is closed, this is a special agreement that they arrange with the Park. Halifax Nordic will offer skiing and grooming at parks this winter under the current covid parameters North highlands Nordic is worried about lack of instructors for this coming season under the covid parameters. Aside from that, the new building is on track</p>	
<p>Any other business?</p>	<p>Addition of By-law changes</p>	<p>Motion: To change by-laws as presented by joint stocks and updated by John Moved: John Seconded: Kris Motion carried.</p>
<p>Adjourn Meeting</p>	<p>Meeting adjourned 8:40pm Upcoming Meetings (Tuesdays at 7:00pm) October 6, November 3, December 8</p>	

CCNS Board Meeting**October 6, 2020**

Present: John Cameron, Melanie MacDermid, Mallory Taylor, Lorenzo Caterini, Dave Hubley, Catherine Caouette, Dorian Hudec, Daniel Murray, Lois MacNeil, Kris Doyon, Melanie MacDermid

Regrets: Chris Bolger

Minutes submitted by Dorian Hudec

Meeting held by zoom video conference

Agenda	Discussion	Time
Approval of Agenda	John requested the addition of 2 items: Discussion of Safe Sports/Responsible Coaching and Review of process for clubs to register members with Zone 4. See Attachment #1.	Motion: To approve the agenda as circulated with the addition of the 2 items listed. Moved: John Seconded: Dorian Motion carried.
Approval of Minutes from September meeting	See Attachment #2.	Motion: To approve the minutes as circulated. Moved: John Seconded: Dorian Motion carried.
Communications Update	See Communication Attachment circulated by Cathy. Cathy summarized her report. Her major focus has been on Website upgrades. She continues to work towards making it look more professional, organizing it so topics are easy to find, highlighting the clubs and their logos. She is also including a series of photos in a band along the lower border of each screen to attract attention. Focus next month will continue on Website development and increasing links to social media.	

<p>Coach Development Update</p>	<p>▪ Coach Development update (Dave/John):</p> <p>1) CCNB is offering the Learn2Train course on Nov 14-15 (dryland) + Feb 20 -21 (on snow). This is the course for coaching youth aged 11-15. Only 1-2 coaches in NS have taken this course and no coaches in NS are certified to deliver it. The prerequisite is the Community Coaching course. Dave notes that there are some NS community coaches that are not fully certified. 2) Nordiq Canada will soon confirm the dates for the online 'Learning Facilitator' workshop to enable coaches to deliver the Community Coaching course to other coaches. Ideally, at least one person from each club will take this course.</p> <p>3) There are NS Paddler and Kayak coaches interested in attaining some level of Nordic ski coaching certification so they can help coach their athletes (approximately 40 youth) effectively for cross training. Dave reviewed the process of attaining the Introductory Community Coaching level first (online) and then being able to proceed to the Community Coaching level which would be more useful practically. A liasson may be set up with a ski coach to participate directly with the coaches for the practical aspects. Lorenzo will be in touch with the Paddling groups regarding this.</p>
<p>Updates from Nordiq Canada</p>	<p>1) Insurance update: https://nordiqcanada.ca/about/insurance/ Note the three exclusions to the policy re. Sexual abuse, cyber hacking and protection of personal information, COVID-19.</p> <p>1. Sexual Abuse and Harassment will be covered on a claims-made basis and only for claims made after July 15, 2020. Any retroactive claims will be assessed under the policy in place at the time of the alleged abuse. It is essential that you have strong and documented prevention policies and practices in place. 2. Cyber Exclusion – losses due to hacking and other computer and data system exposures are excluded. It is essential that you have strict protocols over your entire system, particularly given the amount of private and confidential information some clubs and Divisions possess.</p> <p>3. Communicable Disease Exclusion – COVID-19 and other communicable diseases are excluded. It is essential that you have strong protocols in place, are able to prove that you followed your protocols, and can show that you communicated your protocols to members. Full insurance policy: https://nordiqcanada.ca/wp-content/uploads/Insurance-Manual_Updated_Oct-18-2019.pdf</p> <p>2) Nordiq Canada grants to clubs (NEW): Up to \$10,000. Deadline Nov 1. Alongside the AltaGas Ski at School Grant program announced last week we are also adding the Nordiq Canada Club Support Grant program for the upcoming season. This new initiative hopes to inject up to \$10000 in support of:</p> <ul style="list-style-type: none"> · increasing active membership and club growth, · retention within SDPs and conversion to athlete development pathways, · professionalization and sustainability of coaching, · as well as club sustainability. Application to these programs can be submitted to Nordiq Canada by division or club, leaving open a broad range of options and creativity and potential impact. These options should cater to the varying realities that exist from one division to the next. Ultimately they hope to foster enthusiasm, growth and quality throughout the ski community. Please note that closing dates for applications to both programs is November 1st, 2020. People are free to call for clarifications and questions, and are encouraged to call in exploring options and possibilities. Above all they are seeking to have an impact. Questions: Ilona Gyapay, gyapay@nordiqcanada.ca

<p>Sport NS Grant for additional youth ski equipment</p>	<ul style="list-style-type: none"> ▪ Sport NS Grant for additional youth ski equipment (25 sets skis/poles + 30 pair of boots). Sport NS contribution: \$4,500 + CCNS contribution \$2,500. Expanding the fleet of equipment for try-it events + school groups will give us a full range of sizes + capacity to send ½ the fleet outside HRM while keeping ½ the fleet at Brunello for regular weekend rentals for individuals. They would be loaned out to school and community groups at no charge. We would still need to work out the cost and practicalities for transportation to other outreach centers. 	<p>Motion: CCNS will contribute \$2500.00 to the cost of purchasing a second set of introductory skis. Moved: John Seconded: Kris Motion carried.</p>
<p>CCNS Grants to Clubs for 2020-21</p>	<ul style="list-style-type: none"> ▪ CCNS Grants to Clubs for 2020-21: Grant applications from clubs were circulated by Monday, October 5. The Board members reviewed the grant applications before the meeting. Grant applications were evaluated in the context of the CCNS grants policy (Attachment 3) and loans policy (if any club applied for a loan) (Attachment 4) and the CCNS budget (Attachment 5). ▪ Blank application form (Attachment 6) was also included. The Board reviewed the 3 proposals: NHN \$5000.00 towards costs of building a groomer shelter and washroom, CBN \$800.00 towards costs of signage and tablet/square reader, HNSC \$3500.00 towards purchase of a 4wd tracked ATV to facilitate grooming. The Board noted that to approve all requests would mean borrowing \$920.00 from reserve funding. <p>The Board also discussed the issues of bias on making decisions regarding grant applications and felt that a plan for a more impartial committee may be beneficial in the future.</p>	<p>Motion: CCNS to fund the 3 grant requests as proposed for a total of \$9300.00. Moved: John Seconded: Lois Motion carried. Motion: CCNS to strike a committee of impartial people (not belonging to the Board) to review the grants and make recommendations to the Board, to be arranged before the AGM. Moved: John Seconded: Lorenzo Motion carried.</p>
<p>Covid 19 Return to Sport Plan for Winter 2020-21 Revised</p>	<p>See attachment #7. This is the plan that CCNS and member clubs will need to follow for programs, races/events and equipment rentals/loans for winter 2020-21. A few changes were suggested with wording regarding following restrictions to respect provincial government guidelines. Daniel, Mallory and John will do small revisions.</p>	

<p>Updates from Clubs and Ski Team</p>	<p>NHN: Lois reported that materials have been ordered for the construction of the groomer building and washroom. Club members are very busy with the building project and fundraising.</p> <p>CBN: Dorian reported that the club is liassing with CBRM to provide twice weekly Nordic pole walking sessions through October.</p> <p>HN: Melanie and Lorenzo noted an upcoming roller ski camp and Try It event hosted by Dave.</p> <p>Ski Team: Daniel reported that the ski team gathers 2 or 3 times a week with one practice session online. There are some group meetings in Halifax and Keppoch. Daniel continues to work on a high performance plan with John Cameron and Jennie May Roy.</p>	
<p>Adjournment</p>	<p>Safe Sport discussion and zone 4 registration deferred by John who is going to approach the clubs directly. Meeting Adjourned. Next meeting planned for November 3, 2020 at 07:00 pm.</p>	

CCNS Board Meeting**November 3, 2020**

Present: John Cameron, Melanie MacDermid, Mallory Taylor, Lorenzo Caterini, Dave Hubley, Catherine Caouette, Dorian Hudec, Wendy Majestic, Daniel Murray, Lois MacNeil,

Regrets: Kris Doyen

Minutes submitted by Dorian Hudec

Meeting held by zoom video conference.

Agenda	Discussion	Time
Approval of Agenda	See Attachment #1	Motion: To approve the agenda as circulated. Moved: John Seconded: Dorian Motion carried.
Approval of Minutes from April meeting	See Attachment #2.	Motion: To approve the October minutes as circulated with one small change in Daniel's report. Moved: John Seconded: Melanie Motion carried.
Communications Report	See Communications report submitted by Cathy. Cathy summarized her report. October focus was on technical work done on the Trails and Conditions page of the website which is very popular. The November focus will be to amplify what the clubs are promoting. She is monitoring the number of viewers on the website as they access it through google and facebook.	
Change of Official CCNS/ Club year	- Change of Official CCNS / club year to Nov 1 – Oct 31. The official CCNS year for registration purposes is currently Oct 1 – Sept 31. This creates a challenge for some clubs to have registration systems set up before fall programs begin. Changing the year start to Nov 1 will help.	Motion: CCNS to change the Official CCNS/Club year to November 1 through October 31. Moved: John Seconded: Lorenzo Motion carried.

<p>Covid 19 Return to Sport Plan</p>	<p>· COVID-19 Return to Sport Plan (approved by Sport NS) https://crosscountryns.ca/2020/10/30/covid-19-protocols/ The Board discussed strategies on how to communicate the plan with people who need to use it including coaches, race/event organizers, and clubs with rental equipment. Information will be posted on the website. As well, John and Mallory can be good resources for each club and will be able to help each club customize a plan that meets their needs.</p>
<p>Winter 2020-21 Schedule</p>	<p>See CCNB Schedule with tentative dates for CCNS events (Attachment #3) Dates specifically around NHN loppet and provincial ski races need to be further clarified. Some changes were suggested.</p>
<p>Coach Registration and Coach Safesport Training</p>	<p>The requirements for coaches to be covered by Nordiq Canada liability insurance are getting longer: NCCP#, Nordiq Canada coach license, club registration, coach training (e.g. ICC, CC courses), criminal record check, child abuse register check + understanding of SafeSport policies. The Board members recognized the necessity for these processes, and also the difficulty of accomplishing them. Melanie has a package she is launching with Halifax Nordic coaches, and is going to share that with the other clubs. CCNS will continue to pay for criminal record checks. Mallory needs to be contacted for this with names and emails to initiate the invitation.</p>
<p>CCNS PSO and PRO 'Outcomes' Report to Sport NS and Recreation NS</p>	<p>Every year CCNS must propose specific 'outcomes' that we aim to achieve as a condition for funding from Sport NS and Recreation NS. In October, Mallory and John met with both our funders to give a 6-month update. The Board reviewed what we committed to achieve by April 2021. The 4 pillars were addressed, and we are moving forward on them. These include topics of implementing responsible coaching movement, Board governance training, building relationships with municipal recreation programs, expanding the school ski program, planning for 3 try it events in the various clubs, expanding our coaching and officiating levels (CANSI, CCC, Para athletes, officials certification), and promoting excellence with the provincial ski team. These are summarized as noted below. PSO Outcomes (Attachment #4) – Outcomes in Column B of each Tab, 6-month updates in Column G. PRO Outcomes (Attachment #5) – Tab 2 (Outcomes Reporting Template). See Column B (outcomes we proposed) and Column I (6-month update)</p>
<p>Arms-Length Committee to adjudicate grants to clubs</p>	<p>At the October CCNS meeting we agreed to create an arms-length committee to adjudicate CCNS grants to clubs – as most CCNS board members are in a conflict of interest as members and representatives of clubs. The Board 'brainstormed' as to who should be on the committee. Possible people could be skiers in the province not directly associated with club membership, skiers from other provinces, or people from other sports programs, perhaps exchanging the service. Terms of reference need to be devised. The expectation would be that the Board would approve the recommendations made.</p>

Updates from Clubs and Ski Team	<p>Friends of Ellenwood Park: (Wendy) Ski cabin will not be open this winter. The club is participating in a hike in Ellenwood Park with the rec dept. this fall. Trails will be groomed when there is snow. The rec dept. will loan skis and snowshoes this year.</p> <p>North Highlands Nordic: (Lois) Amazing volunteers are completing the driveway, and building the foundation of the groomer building.</p> <p>Cape Breton Nordic: (Dorian) Ninety participants participated in the Nordic walking events over 5 weekends in conjunction with CBRM recreation department. They have gone to 3 different locations. More walks are planned.</p> <p>Halifax Nordic: (Lorenzo) Registration has been open for 3 days and 100 members have already signed up, and many have been registering in programs. The club is optimistic about the potential for more members this year who may be interested in skiing on the golf courses.</p> <p>Provincial Ski Team: (Daniel) A training camp was held in Halifax in October and others are planned for Keppoch November 6, and Halifax late November.</p>
Adjournment	Meeting adjourned. Next meeting scheduled for December 8, 2020. We will confirm winter dates later.

CCNS Board Meeting

December 10, 2020

Present: John Cameron, Melanie MacDermid, Mallory Taylor, Lorenzo Caterini, Dave Hubley, Catherine Caouette, Dorian Hudec, Janice Comeau, Daniel Murray, Lois MacNeil, Kris Doyon

Derek Estabrook (guest)

Minutes submitted by Dorian Hudec

Meeting held by zoom video conference.

Agenda	Discussion	Time
Approval of Agenda	See Attachment #1. One additional item added: Discussion of insurance coverage/signage as regards nonmembers skiing on various ski club trails.	Motion: Moved: Seconded
Approval of Minutes from November meeting	See Attachment #2.	Motion: Moved: Seconded:
Communications Report	See Attachment #3. Cathy summarized her work on the website for November, as trying to put out meaningful material. Her emphasis has been on directing people from facebook to the website. There is a CCNS facebook page with 430 people in it, with much interest in buy and sell. Historic photos have been popular, and the New to Ski page is helpful. Lois thanked Cathy on behalf of NHN for her hard work in the social media field.	
Presentation of Award	Derek Estabrook, Nordiq Canada president presented Lorenzo Caterini the Nordiq Canada Volunteer of the Year award, and spoke of Lorenzo's enthusiasm, persuasiveness, and hard work that has contributed to the expansion of NS skiing.	
Finance Update	Kris deferred to report until the next meeting as Hilda needed more time to assemble the report. She will be provided with future meeting dates once these are confirmed.	

<p>Covid 19 Updates Return to Sport Plan</p>	<p>See page 2 of agenda. Hopefully the recent restrictions in Halifax and Hants county are relaxed before January. Current limit on outdoor gatherings, training and programs is 5 people. Outside of Halifax the gathering limits remain at 50. John will share relevant information regarding Covid 19 to the clubs. NS COVID-19 Regulations: https://novascotia.ca/coronavirus/county-restrictions/?gclid=Cj0KQCQiA5bz-BRDARIsABjT4njhDsmerAtBn64GEABouH6CVp8c4ChJ5PoDf0dMb1rfRbvk3JvA2mEaArzIEALw_wcB</p> <p>Gathering limits in Halifax and Hants Counties (5 people) https://novascotia.ca/coronavirus/county-restrictions/halifax/</p> <p>"gathering limit for indoor and outdoor meetings and training is no more than 5 people (no matter what size the room or space)."</p> <p>Gathering limits outside of HRM (still 50 for organized sport/recreation events/programs): https://novascotia.ca/coronavirus/restrictions-and-guidance/#gatherings</p> <p>"gathering limit without social distancing for participants in organized performing arts (excluding singing and playing brass or wind instruments) and sports - participants in performing arts and sports (recreational, amateur and professional) can gather in groups of up to 50 people without social distancing for practices, competitions, games, rehearsals and artistic performances; the limit includes players, participants, officials, coaches, instructors, performers, directors, cast, crew and anyone who is required to be on or near a field of play or within a performance space.</p>
<p>Insurance Issues related to day use by nonmembers</p>	<p>John referred to Nordiq Canada Liability Insurance Manual page 9.</p> <ol style="list-style-type: none"> 1. Day Use by nonmembers on club owned or controlled land, such as NHN. Recreational skiers are covered as long as they are appropriately registered such as in a "sign in book". A "Ski at Your own Risk" sign must be displayed. 2. Day Use by nonmembers on noncontrolled land (parks, golf courses). There should be a clear understanding with the owners. Appropriate signage is recommended. 3. Nonskiing activities such as snowshoeing, running and Nordic walking would be included in insurance coverage.
<p>Winter 2020-21 Schedule</p>	<p>See CCNB Schedule with tentative dates for CCNS events (Attachment #4) Coaching courses. There are back up dates as well. John wants to be able to post course information on the website as soon as possible. Daniel noted that Nationals are cancelled for this year. There are some virtual ski events.</p>
<p>Coach Development Courses</p>	<p>Community Coaching (CC) Course: HRM- January 16-17.</p> <p>CANSI Level 1 Course: HRM - Jan 23-24. 8 participants allowed at \$300/person. There may be some funding from CCNS. Instruction for classic and skate skiing for adults.</p> <p>*CC course in Cape Breton is a possibility.</p> <p>CCNS has a budget for \$1000 for coach development, and \$650 for CCC online course funding. Other possible funding sources are Sport NS and Halifax Nordic.</p>

<p>Coach Registration and Safe Sport</p>	<p>How are clubs doing with coach registration and SafeSport policies? (NCCP#, Nordiq Canada coach license, club registration, coach training (e.g. ICC courses), criminal record check, child abuse register check + understanding of SafeSport policies) NHN: Lois reported the club is doing well with this. HN: Melanie reported they are working hard to complete the various requirements and are in the range of 60 to 90 % complete. CBN: Dorian reported no significant action on this. The club is not offering specific programs other than some that Daniel is leading.</p>
<p>Meeting Dates for Winter 2021</p>	<p>Proposed dates are: January 19, February 9, March 2, and April 13, all on a Tuesday at 7:00 pm.</p>
<p>Updates from Clubs and Ski Team</p>	<p>NS Ski Team: (Daniel) In person training is curtailed due to the new restrictions. Online training continues. The team has a new grant to help subsidize increased instruction time which was originally planned in conjunction with NB coaches. CBN: (Dorian) Currently 18 members are registered. There have been 100 plus Nordic walkers out over the last 2 months on Saturday mornings. The club had purchased a tablet and square for rentals, and signage is on order as per replan with CCNS grant request. Daniel is planning to coach other athletes who want to ski in early January at CBN and also in Inverness. HN: (Lorenzo) Lorenzo is helping to set up a new branch of the club in Kingston area which includes approximately 100,000 people. He was approached by a local golf course. They have a new track setter they will use there. Friends of Ellenwood Park: (Janice) The club has received a \$500 grant from the municipality of Argyle. They may try to buy some new skis with it. NHN: (Lois) The groomer building project is proceeding well. Start date for the ski season is January 2, 2021. All programs are expected to run. They may plan some events in conjunction with Cape Smokey.</p>
<p>Adjournment</p>	<p>Meeting adjourned. Next one planned for January 19, 2021.</p>