

## **LARCH HILLS NORDIC SOCIETY**

Executive Meeting Tuesday, Sept 15th at 7:30 PM

1. **Attendees:** Abbi May, Don Miller, Clint Smith, Jonathon Baker, Pauline Waelti, Brad Calkins, Suzy Beckner, Laura Hepburn, Rob van Varseveld, Craig McBride.
2. **Adopt Agenda** –No Additions. Suzy motioned to adopt the agenda.
3. **Minutes of last executive meeting** – June 10<sup>th</sup>, 2020. Brad motioned to approve. Craig 2<sup>nd</sup>. All in favor.
4. **Business arising/outstanding issues:** None
5. **Treasurer Report** – Don -see attached report.
6. **Chalet Maintenance**
  - **Rodent Issues** – Suzy and Rob. An exterminator was hired but rodents have returned to infest the chalet. Rob suggests chinking the logs which would also make it more heat efficient. Chinking will involve considerable expense. There might be an opportunity to involve volunteers. *Rob will try and arrange patching the larger holes prior to this winter* but we will eventually have to do the whole building. We will try and arrange a work party for the Oct 3&4 weekend.
  - **Long term plan** – Suzy. Chalet maintenance. We will need to budget long term for maintenance of the building. We will add \$10,000/yr to the budget for Chalet Maintenance.
7. **Trail Work/Maintenance/Signs Report-** Craig. See separate report.

Some signs were removed during the logging. There are some back up signs already made. *Clint will work on this over the next several weeks.*

We will advertise for the membership to come for a trail work day. Suzy has put out a request for volunteers on the enote. *Johnathan will add it to the calendar for Oct 17<sup>th</sup>.*

The firewood shed is full but there is some more wood to split and stack.

**8. Trail Lighting Committee Report** – Craig and Rob. Randi applied for the gaming grant in August.

The section 57 application is delayed because of the Park section of phase 1. An archeologic assessment is required followed by a 60-day delay. There is section 57 approval for the stadium area already and work can begin on the first six lights. There may be some volunteer work involved.

**9. Tom's Shelter Report** – Rob. See report. For safety, we need to close it or demolish it prior to the winter. The executive supports taking it down but we will present this to the membership prior to removal. *Rob will tape it off. Craig will look at getting an official closed sign from Rec Sites and Trails.*

**10. Website Updates** – *Jonathan will renew our domain name.* He will also purchase some other domain names for Larch Hills to prevent confusion to people searching for the website.

**11. General Meeting – Covid-19 Plan** – An online meeting is the safest option. *Brad will organize a zoom meeting. Pauline will cancel the rec center booking.*

**12. Covid-19** – Plans for Winter opening, programs, events, chalet etc. – Suzy  
See Via sport guidelines. We need to have a Covid safety plan for the winter.

**Jackrabbit leaders** were asked if they want to coach this season with mixed responses. Suzy suggested 2 different times for Jackrabbits. We will open registration but may have to limit numbers.

**Events-** The **loppet committee** decided that it is not realistic to run the loppet this year due to Covid. Other planned races will be discussed closer to the dates.

All volunteers must do the **participation agreement** and **daily self-assessments** prior to any work at Larch Hills. Volunteers must be members for insurance coverage.

We will work on a safety plan for other areas including chalet use.

**13. Ski Swap – Online version** – Jonathan has already set this up. For this year it will not be a fundraiser. The organizers will not be dealing with any financial transactions. The ski team buy/sell page will redirect to this swap.

### **Additions**

1. Lewiston organizer Kara asked if she could use Larch Hills for a run that is not an official race. 10-30 people. They would use the parking lot and the outhouses. She will need signs and hand sanitizer for Covid safety.

2. **Payment options for memberships.** Jonathan will organize an option for a code for those who can't pay by credit card. They will have to email the registrar to access the code. They can pay by mailing a cheque. Karen plans to arrange a card reader option to have at the chalet as well. We strongly encourage payment by credit card on zone 4 to simplify the job of the registrar.

Adjourned at 9:15. Motion Abbi. 2<sup>nd</sup> Laura.

Next Executive Meeting – Tues, Oct 6<sup>th</sup> at 7:30pm. *Pauline will see if we can get the meeting room at the rec center.*

# Memo from Don Miller

**Date:** September 15, 2020  
**To:** Larch Hills Nordic Society Executive Board  
**Cc:** file  
**RE:** Report

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*Since the last meeting there have been limited activities in the financial area but several warrant comment.*

## **GST**

*This seems to carry on relentlessly. Since the refund had not been received, I contacted CRA for information and found:*

- *LHNS is “non-compliant” with respect to the filing of T2 income tax returns. There are a couple of points that are relevant here:*
  - *Under the provisions of a specific section of the ITA of Canada organizations that are **not** registered charities, but are, among other things, primarily organized for recreational activities are exempt from tax;*
  - *Despite the exemption, technically the organization is required to file an annual return, presumably to claim the exempt status. It is noteworthy that many such organization never file returns.*
  - *Under CRA assessing practices, organizations seeking refunds under any of the taxing acts must be compliant with respect to any other filing requirements.*
  - *LHNS has filed T2 returns for 2018 and 2019 but, according to CRA, has not filed any other from incorporation (1980) up to and including 2017 and hence is non-compliant.*
- *After going through several levels of authority at CRA I have able to finally speak to a senior officer and she recognized the folly in withholding the refund and verbally indicated that she has initiated a release of the GST refund. I checked the account status this morning and it appears that, true to her word, the refund will be issued on Friday.*
- *I’m dealing with the non-compliance issue. Obviously, it is not possible to gather all of the accounting information back to 1980 in order to file the returns. I have information back to 2015 and have asked if filing returns back to that year will suffice. I’m hopeful that CRA will accept this position, particularly in light of the fact that, to the best of my information, there is no tax liability in any year.*

## **INSURANCE**

*I have renewed the liability insurance with Marsh Canada Ltd. (formerly Lloyd, Jardine Thompson) under the same terms and conditions as 2019-2020:*

- *\$ 2,000,000 limit*
- *\$ 2,500 deductible – each claim*
- *\$ 3,500 annual premium ( \$ 3,000 premium in 2019-2020)*

*I griped about the \$ 500 premium increase but heard the same comments that I had heard when we placed the property insurance last December. Apparently, the agent surveyed other carriers and found nothing lower and in fact most were from \$ 500-\$1,000 higher for the same coverage.*

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## **PISTEN BULLEY REPAIRS**

*Some of you may be aware of the major PB off-season repairs that have been carried out over the summer. George found a new mechanic, Chad Rigby, who apparently has extensive PB repair experience. His hourly rate is also considerably less than the previous fellow.*

*I believe that initially there was an estimate of \$ 15,000 - \$ 17,000 for a major maintenance. The actual costs are:*

	<i>Parts</i>	<i>Labour</i>	<i>Total</i>
<i>Invoice LH01.2020</i>	<i>6,441.05</i>	<i>0.00</i>	<i>6,441.05</i>
<i>Invoice LH02.2020</i>	<i>8,898.53</i>	<i>0.00</i>	<i>8,898.53</i>
<i>Invoice LH03.2020</i>	<i>1,875.42</i>	<i>9,951.00</i>	<i>11,826.42</i>
	<b><i>17,215.00</i></b>	<b><i>9,951.00</i></b>	<b><i>27,166.00</i></b>

*I have spoken to George and, although the costs were considerably higher than estimated he feels that the investment has been well worth the cost as the machine life has been extended based on the replacement of worn parts and over all maintenance issues.*

*Chad also provided a short term and long-term maintenance schedules to ensure appropriate regular maintenance as the machine is used.*

## **TIMBER**

*The only changes here related to receipt of about \$ 1,500 in stumpage. The mills estimate the stumpage and withhold this amount from payment to us. As Alan had mentioned the stumpage rates are reduced and accordingly the mills refunded the excess amount.*

## **TRAIL MAINTENANCE**

*There is a liability of \$ 10,000-\$ 11,000 owing to George for trail maintenance completed in conjunction with the logging. George has deferred payment of this amount until January,*

## **BUDGET**

*I'm putting together a budget for the 2020-2021 fiscal year. It would be useful if there is any input from the various committees etc regarding estimates of income or expenses.*

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## **CASH ON HAND**

<i>Operating acct</i>	<i>\$ 10,325.13</i>
<i>Operating savings acct</i>	<i>26,453.75</i>
<i>Lighting cash acct</i>	<i>39,908.03</i>
<i>Lighting term deposit</i>	<i>100,000.00</i>
<i>Track setter term #1</i>	<i>89,409.58</i>
<i>Track setter term #2</i>	<i>18,742.36</i>
	<i>\$284,838.85</i>