

<p>E-3 (off)</p>	<p><u>Cranberry Festival Society</u>: ACTION: Joanne will talk to Grant about this item. He reports that there is a new group working as the BIA for Fort Langley. Grant will speak with this group. Joanne will ask for a copy of the letter that initiated this issue. Debbie will continue to find contact points with members who might be part of this.</p>
<p>E-4 (off)</p>	<p><u>Membership Renewal</u> – update is 247 members currently. Pam would like to have included on the membership form to leave a spot to capture the team name for DB members. ACTION: Dave will send a note to Joyce asking her to add this to the form.</p>
<p>E-5 (off)</p>	<p><u>Guest Attendance At Board Meetings</u> – (from Betty) Report was submitted and information should be posted so that club members can find it. Information will be available in the document depository. ACTION: Jen will post this on document section of website.</p>
<p>E-6 (off)</p>	<p><u>Fort Langley Development Proposal – Conwest/Vicini Homes</u> - [Betty reported] – the new development proposal has been submitted and the developer is waiting to hear back with formal communications from township.</p>
<p>E-7 NEW</p>	<p><u>Getting FLCC Name “Out There”- Update</u> 1. Instagram – a club member is willing to set up and update an Instagram account. (Cindy Reimer) ACTION: Denise will talk to Cindy asking for more information about what Instagram looks like. 2. Advertising costs – any money not in the set budget will need to be presented to the Board (with a determined cost) for approval.</p>
<p>E-8</p>	<p><u>Township of Langley Return-to-Play Requirements</u>: (Betty reported.) All documents have been submitted to township and posted to membership. Membership is urged to remember to complete Covid questionnaires for paddling.</p>
<p>E-9 NEW</p>	<p><u>Bedford Channel Society Rep</u>: (Heather reported) Catriona stepped away from her position on BCS and Pam went in. MOTION: Dave moves that Pam act as BCS rep for FLCC in Catriona’s place. Denise second. Carried.</p>
<p>E-10 NEW</p>	<p><u>Board Led Communications</u> – (Dave reported) 1. Zoom subscription – Board members can use the Zoom account using Dave’s credentials (as listed in email). 2. Newsletter feedback – will remain in the format as is, using the membership list for 2020.</p>

E-11 NEW	<u>FLCC Swag and clothing</u> - (Joanne reported) All the left-over clothing is available for \$5 per item. Joanne will put it in the cage on the dock until it is all gone.
F	SAFETY BUSINESS - <i>See attached report;</i>
F-1	<u>Safety Coordinator Job Description</u> – ACTION: Jen will send the latest draft to Board members for email approval.
F-2 (off)	<u>Low Water Considerations:</u> To be reviewed in August (when water is low again)
F-3 (off)	<u>Minimum Persons on Canoe Dock</u> – “How to use the safety ladder” video has been shared on DB Drumbeat (newsletter), Bailing Schedule, and on Website.
F-4	<u>Speed in Bedford Channel (was N-1)</u> – Jonathan Wilkins sent an email on behalf of BCS reporting that the speed limit (white) bouys have been replaced at each end of the channel.
F-5 NEW	<u>Safety Manual Revision/Update</u> – Mary, Betty and Jen will work together. Adding H-1 concerning how many experienced paddlers may be in a dragon boat at the same time. This item will be reviewed for clarity, amended if needed and included in the safety manual.
F-6 NEW	<u>Freshet News</u> – Bob Anderson has called Freshet in the past, Mary, as safety officer needs to be included in that process. Joanne and Joyce have some information to share as well. The Club relies heavily on Bob’s knowledge on when to call Freshet.
G	MEMBERS AT LARGE - BUSINESS - <i>See attached report;</i>
G-1 (off)	<u>Canoe Dock and Deflector:</u> (Gralin report) All is in place and Freshet will be the test, to see if it is doing its job.
G-2	<u>Paddle Sport Dock</u> – (Gralin reported) <ol style="list-style-type: none"> 1. There was a question about whether we need a building permit for the storage shed on the new dock. The ToL (Tab) will see if a building permit is necessary and if plans need to be submitted to the ToL 2. Moving the DBs off the dock and freeing up that space will need to happen in order to begin the build. 3. The construction will be a timber frame (4X4s) structure with chain link inserts. To give the consistency with other (big) shed. One concern raised was how to keep kids off the roof.

	<ol style="list-style-type: none"> 4. ToL (Tab) had some suggestions and considerations to offer regarding construction. (Do we want to have access to the backside of the shed?) as well as security access points and gates. 5. The actual construction work will be done by club members under the direction of the MaL (Betty, Gralin and volunteers) with the gates and wall panels assembled by others and put in by the club members. 6. WHEN? Work will done as soon it makes sense to do this! Plans must be approved and sent to ToL. 7. The yellow fencing separating the old dock part of the paddle sport dock and the new dock that is presently on the dock will be removed and returned to the owners, it was on loan.
G-3	<p><u>Pub Dock:</u> (Betty reported) Tad (ToL) is waiting for someone to present an interest or a proposal for tender for the use of the pub dock. If a group was to come to them with a plan, they would consider it. Discussion followed whether it made sense to have the dock for FLCC use</p> <p>ACTION: Betty will go back to Tad (ToL) and put a bug in his ear for further clarity.</p>
G-4 (off)	<p><u>Yard Storage:</u> (Betty reported.) A small gift was bought and given to Carol (manager at storage yard) as thanks for the support that they’ve given the club.</p>
G-5 (off)	<p><u>Paddle Sport Dock Allotment (was N-2) - Update</u></p>
G-6 NEW	<p><u>Security Cameras</u> – (Gralin reported)</p> <p>Gralin received a quote to have a working camera/security system on the docks. The cost would be about \$3000 for the equipment. Included would be a main video recorder, four cameras, with the ability to access internet modem (cellular) service that would be accessible on all docks. The system is basically a “line of sight” set up. which would cover all the docks. Grailin and team will do install, under the direction of their contact. Access to the recorder would be reserved for Board members, once installed access and rotation of monitoring will be decided. Cameras would be aimed at specific areas that FLCC use.</p> <p>MOTION: Gralin moves to spend \$3500 to have the work done so that working security cameras will be placed on the docks. Pam seconded. Carried.</p> <p>ACTION: Gralin will begin this work asap so that it will be ready for summer.</p>
H	<p>DRAGON BOAT - <i>See attached report;</i></p>

H-1 NEW	<u>Requirement re: Number of “Experienced” Paddlers per Boat (School/Corporate events)</u> – (Pam reported) This item was discussed in Safety. See F-5
J	OUT RIGGER - <i>See attached report;</i>
J-1	<u>Covid-19 Impact</u> – (Joanne reported) Scheduling is the only concern.
J-2 NEW	<u>OC Coaching</u> – (from Joanne) OC division is considering this. More information to come.
K	VOY/REC CANOE – <i>No report at this time;</i>
K-1 (off)	<u>Tandem Canoe Purchases</u> – Debbie reported that one tandem has been purchased. One on standby for later.
K-2	<u>Permission/Protocols for Tandem Use</u> – Joanne and Mary reported. The tandems will not go out at this time. ACTION: Joanne will work with Mary and Debbie to put together a safety manual for Voyageur.
M	ASSOCIATE CLUB – FCKC BUSINESS
N* NEW	NEW BUSINESS ITEMS
N-1 NEW	<u>Correspondence</u> – (from Heather) Some members would like to help OC1 storage shed if that is an option (on new paddle sport doc). When things open up (post-Covid), this may work.
O	NEXT MEETING
O-1	<u>Next BoD meetings</u> – Monday, May 24 th at 7pm via Zoom
O-2	MEETING ADJOURNMENT at 9:12 pm Move to accept: Pam Second: Debbie Carried

ATTACHMENTS - Section “C” : Combined Reports

[C-1] DIVISIONS

OC Report - Joanne Bolam – April 2021

RTP is finalized...the dock schedule could be changing often as FCKC is starting their Spring programs..

This will only affect our upper boathouse paddlers. Please respect other paddlers on ramp and walkways and give everyone lots of space.

Paddlers who have also been affiliated with FCRCC, had their coach come out to Bedford Channel for a day of coaching..always a benefit to our club.

The Women4Women clinic continues until the end of month..Thank you to Cheryl Bublitz and Ann Mohs ! These are such wonderful, eye opening paddles. We are hoping to have a 2nd clinic..so stay tuned !

Don't forget..Time Trials are a monthly adventure..we would love to see some kayakers come join in

Voyageur Report – Debbie Scott – April 2021

We still need to wash the voyageurs crept out in Glenn Valley. Betty, Gralin, when can we move them and wash them?

I only purchased one new tandem because I didn't feel it's necessary right now to have another one sitting on the dock doing nothing.

I would like to get help sanding and painting the tandem canoe I did purchase.

DragonBoat Report – Pam Sutherland – April 2021

Once again, the Dragon Boat report is rather short. The Green 6-16 is now being repaired by the capable hands of Kris and Betty. During this continued “no paddling” time, the steering committee is working on improving and upgrading the Steers Manual. Dragon Boat Safety is also undergoing a revision, especially from all that was learned after the tip in Harrison Lake.

Again, my thanks to all those that continue to bail (though not much these days) and keep yourselves healthy!

[C-2] COMMITTEES

Members at Large Report – Betty Stockli and Gralin Doubleday – April 2021

New Dock – Meeting with Tab

Betty and I met with Tab from ToL to view and discuss the new dock, security/access solutions, small boat storage, and trespasser issues. We discussed access gate and fencing requirements and he recommends that the yellow fence panels could be removed as the dock is to remain closed to the public for the foreseeable future. If at some point the dock is to re-open to the public, we will be given ample notice in order to install access control points.

A representative drawing of the small boat storage was presented, explaining the construction would somewhat resemble the paddle sport boathouses, i.e. post and beam construction with inset chain link panels. Tab's only concern was regarding how to prevent anyone from climbing on to the roof and use it as a diving platform. He will be checking and advising on if we need a building permit for the structure.

Possible summer trespasser concerns were discussed and he advised that ToL now has 3 park rangers that patrol and respond to issues that arise in ToL parks. Tab advised that he will let

them know of our concerns and issues. We raised concern of the lack of barriers at the top of the ramp preventing people from climbing the gas cage fencing and gaining access to the dock ramp.

We raised the issue of dredging of the channel, he advised that the expense is such that the Township is not considering this at all. He was going to check on who holds the dredging rights, was not sure if it is Tol or if this may have been transferred to Kwantlen.

A brief discussion was had about the Riverside (aka Pub) dock. The only info here is that ToL may be considering opening it up for proposals in the future. He was sure that if a group was to bring a proposal forward now it would be seriously considered. ToL is in the process of an assessment of the dock and submerged old structure.

Security / Cameras

We met with an old work colleague of Betty's to discuss a security/camera solution for our 2 docks. He is an IT tech with experience in setting up commercial security camera solutions in a marine environment. He tested the cell signal and coverage of various suppliers and determined they all provide an adequate signal for what we require for a remote access camera system. The system would include new cameras on both docks, a point-to-point wireless link to send the signal from the new dock to the canoe dock, a new digital NVR recorder and router link hub (to be installed in the "chicken coop" at the Canoe Dock). In order for the system to be accessed remotely, a monthly cellular data plan will need to be purchased from a supplier of our choice. Cost for the system would be approximately \$3000.00 including programming and set up. We would do the majority of the physical equipment install. The monthly data plan will be extra. (Freedom mobile has an unlimited plan for around \$50/month)

2 Wheel Outrigger Cart

New wheels were purchased for the 2-wheel outrigger cart, wider turf wheels/tires which will allow for better beach use. Currently working on mounting solution.

Canoe Dock – Tiller Box

Work continues

Green 6-16 Dragon Boat

Repairs to the green 6-16 Dragon Boat has commenced. Interior sections of the bottom of the boat to receive a new coat of gelcoat.

Safety Coordinator Report – Mary Stardom - April 2021

Paddlers were sent a reminder of rules and cautions relevant to warming daytime temperatures.

Some of these included:

- no paddling in temps -1*, including "feels like" temperatures (wind chill) which can still occur in the a.m.
- no solo paddling in club boats

- taking a moment to assess dangers in windy conditions, and adjusting the paddling route
- being cautious of extremely low water levels. Dangers can be submerged, boats can become grounded, and wake from passing boats can push a hull into a deadhead, causing damage or injury
- continuing to use all COVID protocols to keep one another safe and healthy

Thank You to:

- All our paddlers who take initiative to report possible concerns and correct those that they can, and speak up to help each other learn safer ways to paddle. It's because of this pro-active approach (and the TREMENDOUS efforts of our Board of Directors) that we are able to stay on the water!

Communications Committee Report – April 2021 – Catriona Eigenfeldt

On April 15th the Website Committee met to continue reviewing an ongoing list of 'to-do' items. Joyce May, as Webmaster, will make the identified updates. Priorities include:

- Return to play information will be added under the Covid banner.
- Huli quiz is available.
- Betty and Debbie to review the Voyageur section and what they want on the website.
- Board to review the safety manual – information needs updating.
- Freshet information will be updated and available before Freshet.
- Joyce will provide the committee with a modified front page. While not a unanimous decision, the majority of committee rules. This speaks to the value of working in a committee.
 - Blogs and forums will be brought to the top of the site. For this to work, those managing the blog/forum will need to keep the information up to date.
 - Icons will be removed – members can access divisions using the dropdown.
 - About the club info will be moved to club info drop down
 - Partner groups and affiliations will be added at bottom of site.

Next meeting: Thursday, May 13th 7pm

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Dragon Boat

On April 13th a subcommittee for the Dragon Boat division met to begin building out this section on the website. Items from the previous website were reviewed and priorities were set. Joyce and Pam will meet to decide on one common team page template that will be used by all teams. Safety was also identified as a priority and the DB Rep will ask the board to revisit and update the Safety Manual (policies and procedures). Other items: Drop in's will be managed under 'Event's' using our new tool Amelia; the Dragon boat calendar is done; Pam and Denise will review teams Roles and Responsibilities – but will not list on website; the site will list upcoming Regattas but not Regatta results.

Next meeting: May 17th 7pm.

Risk Management Assessment for FLCC (Report) – April 2021 - Denise Crook

April 19, 2021 a meeting took place with Andrew Richardson, a Managing Director of Simplified Risk Management and **Member of FLCC**. In attendance via Teams was Heather Fatkin (Commodore FLCC), Denise Crook (Vice-Commodore FLCC) and Catriona Eigenfeldt. Andrew conducted a slide presentation explaining what Risk Management is. We discussed each of these points in how they relate to FLCC.

Educate Change how business thinks about risk	Diagnose Understand the risks you face	Enable Roll up our sleeves, get it done	Sustain Keep your program adding value
<ul style="list-style-type: none">• Get everyone on the same page• Learn how risk management will help you succeed	<ul style="list-style-type: none">• Dive deep to understand what's going on in the organization• Identify opportunities to enhance your risk management	<ul style="list-style-type: none">• Now that we understand the data, it's time to enhance the risk management• Together, we will enhance your overall risk management program, and• We will help reduce today's risks problems	<ul style="list-style-type: none">• Review programs, advise on emerging best practices• Help address program specific challenges

What we discovered is that Risk Management encompasses everything the club does on and off the water. It speaks to our Strategic Plan and Mission Statement. Figuring out the outside influences that can or are currently affecting us – interfering with accomplishing our Strategic Goals.

WHY IS RISK MANAGEMENT DIFFICULT?

- ▶ Humans don't like uncertainty
- ▶ Prefer to stay with what we know
- ▶ Each person is unique
- ▶ We all have fear and biases
- ▶ Fear
 - ▶ Makes us focus on ourselves
 - ▶ Don't ask for help
 - ▶ Protesting behaviours
 - ▶ Disengagement
- ▶ Biases
 - ▶ Keep us anchored in the past
 - ▶ Many types – some are not obvious

These are the things we need to address as a Board and as a Club that could help us become more successful in reaching the goals that were spelled out in the Strategic Plan and Mission Statement.

Andrew has offered us this service free of charge. Heather, Catriona and I highly recommend we take advantage of this service and build on what we already have in place.

Denise Crook

[C-4] ASSOCIATE CLUB – FCKC

FCKC Commodore Report – April 2021 - Sandra Young, Commodore

- Our groups are still paddling and still hanging in there...hope you are too :)
- We have a new coach starting this month: Aaron Rublee. Say “hi” as you paddle by.

FLCC Board of Directors (BoD) Minutes

- We are beginning to plan our youth and adult intro programs and CanoeKid summer camps. Keep an eye out on our website for more information (fortcanoekayak.ca)