

FLCC Board of Directors Minutes

February 27, 2023 7:00 PM

Attendees: Denise Crook, Pam Sutherland, Betty Stockli, Francine Seaman, Jim Heuving, Audrey Sabiston

Associate Club FCKC

Who	Item	Action Items	Due Date
Kirsten/Pam	AC1	There has been an inquiry about holding a joint Kayak/Dragon Boat event with FCKC. FCKC was advised to contact Pam Sutherland-Have they done this? Not sure what Kirsten is looking at- will explore	Done

Minutes from Last Meeting:

Motion to accept Jan 23, 2023 minutes

Moved by: Francine

Seconded by: Pam

Carried

Minutes from AGM Meeting:

Motion to accept Feb 13, 2023 AGM minutes - Audrey to ask Joyce to post to FLCC website

Moved by: Jim

Seconded by: Pam

Carried

Treasurer Business (Audrey): Treasurer's Report emailed to BOD and added to shared drive by 15th of each month. Available to club members upon request

Motion to accept Treasurer's Report.

Moved by: Jim

Seconded by: Francine

Carried

Item	Who	Action Items	Due Date
TR1	Audrey	The Grantstation program has been ordered and Jonathan & Bobbie will head this up. Ted Takahashi heard about FLCC applying for grants and found one through other organizations he volunteers for (United Way Community Services Recovery Fund). He offered to send an application in for FLCC, as it needed to be in by Tuesday Feb 21. All financial info has been provided to Ted, Jonathan and Bobbie for this application. Application submitted by Ted on Feb 20 with a request for \$87,000. May not hear back on this application until May/June	TBD

Dragon Boat (Pam):

Item	Who	Action Items	Due Date
DB1	Pam	Proposal to drop DB School outing fees to \$250 per hour versus the \$400 agreed to in Nov.	Done

		<ul style="list-style-type: none"> ● MOTION: Pam moved that high schools and middle schools will pay \$300 per hour for DB outing fees for the balance of the year. Seconded by Francine Passed 	
DB 2	Pam	Provide update on DB Youth Program <ul style="list-style-type: none"> ● 15 kids signed up so far with 2 more school presentations happening this coming week. Practices will start on March 28 and they will paddle from 4-5 pm 	Mar 27

Outrigger (Jim):

Item	Who	Action Items	Due Date
OC1	Jim	Working as a guest coach for OC6-Rita English is a possibility-Heather has met with her and Rita will get back to her-nothing concrete yet. Sherry Hunt will send us a proposal for OC1 and OC6 learn to paddle clinics. <ul style="list-style-type: none"> ● Jim to contact both Rita and Sherry about potential clinics and report back at next meeting 	Mar 27
OC2	Jim	Do we keep the V12 throughout the Spring/Summer season? <ul style="list-style-type: none"> ● Jim will talk to Joanne about bookings and determine an answer to this in March and communicate the decision to the Board 	Done
OC 3	Jim	Update on River Run planning - April 22-23 <ul style="list-style-type: none"> ● Meeting March 1st – 12-14 Km race for OC6 race ● Jim will delegate most of the work to other volunteers ● Have 15-20 volunteers signed up to assist ● Safety committee will set the course and manage the safety boats 	Mar 27
OC4	Jim	CORA will shortly be seeking a host club for the National OC1 & V1 championships for Sunday July 23. Grants may be possible - is FLCC interested	Mar 27
OC5	Jim	Is small boat storage in the upper storage area and the boathouse limited to just OC1's? <ul style="list-style-type: none"> ● It's OK to store OC1, OC2 and V1's. Any one who stores a boat must be a club member 	Done

Voyageurs:

Item	Who	Action Items	Due Date
Voy1			

Members at Large (Betty):

ML1	Betty	Security Cameras – Equipment has been received-to be installed in March	Mar 27
ML2	Betty	Jan 14 - OC1 973 (quote \$800) and OC1 977 (quote \$150) sent to Mark Henry for repairs. <ul style="list-style-type: none"> ● OC1 977 is completed and OC1 973 will be completed by Mar 5 	Done
ML3	Betty	Temporary fencing has been put up. TOL allowed work to be done.	

		9 ft. new barn door approved by TOL. Security fencing will be aluminum and galvanized chain link/expanded metal. ● Pricing for fabrication/welding coming in next few weeks	Mar 27
ML4	Betty	Howes House – deferred -fencing and security prioritized. Suggested possible coach boat storage	Deferred
ML5	Betty	Quote from Blue Water Systems to repair North & East fingers approved by email Jan 22, 2023 (quote \$9349 + GST) North finger will be taken away week of Feb 20, 2023 ● Hoping to have dock back and repaired by mid-March We are covered for Liability insurance while the dock is being moved. Betty/Gralin picked up timber to repair main float and south finger with volunteers - work parties completed on Jan 28 and Feb 11	Mar 27
ML6	Betty	Quote from Blue Water Systems to replace Main Float of Canoe Dock (\$87,625 + GST). Do we accept this quote and sign off on it to get the work in the cue with Blue Water? If so, proposed Sept completion ● The Board will not be pursuing other proposals for the replacement of the dock ● MOTION: Betty moved that the Club move forward with the Blue Water quote to replace the main float. Seconded by Francine Passed	Mar 27

Safety Committee (Mary): Report Attached

Item	Who	Action Items	Due Date
SA1	Pam	Pam has noticed an item that should be changed in the safety manual, in light of the change in our COVID policy. Currently, the safety manual says that the paddlesport dock is locked and must be opened with a key (suggesting to change that the gate to the paddlesport dock is unlocked). Jan 23 - Pam will speak with Mary who will consult with Bob and Joanne regarding updates. The BOD will then approve and vote for the change.	Mar 27
SA2	Pam	Safety Committee protocol about when/how decisions are made, who has authority to make decisions and importance of communication with the Board ● Denise will ask Safety committee to email Board with any decisions prior to posting on social media	Done
SA3	Denise/Jim	OC to begin having safety meetings and rigging clinics every year in conjunction with Huli recertification. Discussion regarding implementation ● Would like OC Division to host an annual Safety meeting with all OC6 team representatives (team Captain and steer person?) who will then take it back to their teams ● Would also like to host some rigging clinics/information so that teams understand what to look for prior to launching an OC6 – could be part of safety meeting ● More assessment of OC6 steers and perhaps have different levels for steers certification	Mar 27

Communications Committee (Betty)

Item	Who	Action Items	Due Date
CO1	Betty	Work with Joyce/Irene to clean up the website and initiate a Club Event Calendar and a Volunteer Job Calendar • Work has begun on this	Mar 27

Risk Management (Denise): Report Attached

Item	Who	Action Items	Due Date
RM1	Denise	Frank Cox will look at dredging the river as a 1st priority. He is setting up a meeting with the Kwantlen Nation - done . Katherine Kettler will contact her resources at DFO. The committee is reaching out to user groups. Meeting held with Frank, Denise, Heather, Betty & Gralin on Feb 18 2023 to discuss next steps for dredging - see report • Meeting held February 24 with user groups regarding channel dredging. User groups are in agreement and are awaiting next steps. • TOL proposed Task Force for Redesign of Marina Park and dredging is on hold. The Bedford Channel Dredging Committee will be holding a brainstorming meeting sometime in the next few weeks to work on strategy to get dredging done. Kwantlen representative has indicated they are on board with making the dredging a priority.	Mar 27

Motion to accept all Division and Committee Reports.

Moved by: Pam

Seconded by: Francine

Carried

Club New Business:

Item	Who	Action Items	Due Date
CB1	Board	Discuss Committee appointments & volunteer positions - Sub committees are currently appointed by the former board. What are the guidelines, intentions & limitations. From Oct 19: - Safety committee-ask the volunteers annually if they want to stay. Have one person on the safety committee be on the Board - Communication committee- include on agenda items of communications. The Board should have an outline of communications expected - Steers Committee- ask Joyce May to create an outline for steers position - BCS- each volunteer has a 2 year mandate-the Board may ask new volunteers to sit on BCS - Risk Management Committee-Ask the members if they want to stay - Youth Initiative- Committee is active and ongoing	Done
CB2	Audrey	Boathouse Allocation and Onland Storage Agreement with FCKC FCKC & FLCC have come to an agreement in regards to the boathouse and onland storage space allocation. The signed documents along with an	Mar 27

		<p>email stating our intentions has been forwarded to BCS on Jan 6, 2023. Kelly Wicks will speak of the FCKC/FLCC agreement to BCS Jan 31.</p> <ul style="list-style-type: none"> • Dave, Jonathan and Pam meeting with TOL on Feb 28 to discuss lease agreements 	
CB3	Denise	<p>Maintenance Division to be discussed - how do we move forward with creating maintenance sub-committees</p> <p>The Maintenance Division includes maintenance of docks, boats and yard. At this time, we have volunteers looking after the deflector, OC1 repairs are shipped out for repairs, the coach boat motors are looked after by Maple Marine and Betty and Gralin are doing OC6 repairs.</p> <p>We determined that we need to pay for boat repairs (and find qualified people to repair either within the club or outside the club). This will not be the job of MAL. MAL will focus on being in the community, sitting on committees, etc.</p> <ul style="list-style-type: none"> • Betty has requested we put this on hold until the major maintenance projects currently in progress are complete. The maintenance unit will take some organization. 	TBD
CB4	Pam	<p>Motion by Pam: FLCC will ask BCS to purchase 2 new Dragon Boat Kayak Pro1 ERGs. Seconded by: Francine Passed</p> <p>Pam drafted a letter to BCS and Heather signed and sent it</p> <ul style="list-style-type: none"> • Waiting for update from BCS 	TBD
CB5	Pam	<p>Who do we want from our Board/Club to join Andy Schildhorn's Waterfront Committee.</p> <ul style="list-style-type: none"> • Pam put forward her name and the Board approved 	Done
CB6	Denise	<p>Confirm dates for 2023 Board meetings and proposed posting on website</p> <ul style="list-style-type: none"> • Dates and posting approved & Audrey will ask Joyce to put them on the FLCC website as presented 	Done
CB7	Audrey	<p>Discuss possible dates and a proposal for "Volunteer Appreciation Get Together".</p> <p>Address Francine's email: "I was asked this evening why we didn't have a volunteer of the year award. Have we informed members what we are doing instead, in the freshet newsletter. If not, I believe it is important we let our members know about our yearly community picnic".</p> <ul style="list-style-type: none"> • We are proceeding with an amended proposal to combine a picnic and some races. One combined event that will be later in the season and will need planning 	Done
CB8	Denise	<p>Debris Deflector discussion</p> <p>Address Jonathan's email: "I think that we could approach the ToL for help. As you know, as soon as we put something on the water lot lease from ToL, they say it "becomes the property of the ToL". So, they have a vested interest in maintaining its assets.</p> <p>FLCC spent the money to install the piles and the docks, and we do all the work to protect them, but the river has damaged the docks and will continue to do so. So I think ToL should be expected to - at least help - protect the docks.</p>	Mar 27

		<p>How about we ask ToL to install an additional deflector about 50m up-river or whatever. It would need to be long enough to deflect flotsam outside of our current deflector. Then most flotsam should go past our deflector. The flotsam that passes under the new deflector should (might) then be pushed away by our current deflector.</p> <p>We could help ToL with the project by offering to do all the work with its contractor to design, help install and maintain it in the future. As long as it pays the \$\$.</p> <p>I think ToL would need a new water lot lease from BC (actually the King in Right), but these are usually a formality for a regular use.”</p> <ul style="list-style-type: none"> ● Deferred until next meeting 	
CB9	Denise	In-Camera	
CB10	Pam	<p>Create a list of Motions that have been passed by the Board that will affect the membership (not passing of Minutes etc). At the moment, finding things takes a long time</p> <ul style="list-style-type: none"> ● Will not be proceeding with this proposal 	Done
CB11	Pam	<p>Create some sort of link to past Minutes so people can access them if needed.</p> <ul style="list-style-type: none"> ● Will not be proceeding with this proposal 	Done

Next BOD Meeting:

March 27 2023 7:00 pm

Motion to accept: Betty

Seconded by: Jim

Carried

Time Meeting adjourned: 9:00 pm

FCKC Report February 2023 - Sandra Young

- Welcome to the new FLCC Board members and great to see some familiar faces returning. Just know your time and effort are greatly appreciated by all!
- We've been working on a new website, come check it out <https://fortcanoekayak.ca/>
- Spring Introductory Programs and Summer Camp Registration has opened! Register early <https://fortcanoekayak.ca/content/registration-events>
- As it gets warmer out, our sprint canoe and kayak athletes are beginning to get out on the water again. Pool and yoga practices will end mid-March as we shift to more on water activity
- Due to Spring Training being at other locations (March 11-26, 2023), most of our youth athletes won't be around the docks at that time
 - Competitive athletes will be at training camps over spring break, with many of our Provincial Team and Next Gen athletes going to San Diego (Commodore Sandra gets to go for a week too and she is stoked!), while other athletes go to Provincial Team Training in Burnaby or Ridge Canoe and Kayak Clubs training at Whonnock Lake
- Matt Smith continues to be our acting Head Coach for our sprint athletes until we find a replacement. We have several coaches running our practices
- Our regattas will be starting in April 2023
- Excited to start seeing you out on the water!

Dragon Boat Report February 2023 - Pam Sutherland

The new season is fast approaching. Teams are gearing up for a great year. Now is the time for teams to be organized. Please send your team roster to the DB rep at dbrep@fortlangleycanooclub.ca. Be sure to include the names of your Captain, Treasurer, FLCC liaison, Coach and Steers.

Is your practice time booked????? Several teams have already done this. With a few changes taking place with teams, there is no assumption that times will be the same!

Do you need the Coach boat????? Contact mal@fortlangleycanooclub.ca to book it.

Need a spare for a race????? The Spares list will soon be active on the website. Sign up TO BE a spare or sign up if YOU NEED a spare. Let us know if there is a race we have missed.

The DB division has purchased an adjustable paddle for use by the coaches. This is intended as a teaching tool, especially when working with newbies. It will hopefully make their coaching a little easier when determining paddle lengths.

MARCH 6 is also an important date. Each team is expected to send two members to a meeting in the Riverside Room, beginning at 7pm. FLCC is YOUR club and dragon boating is a huge part of FLCC. Your input into the directions the division should be headed is essential. Coaches, please join us.

The boats will soon be back on the water. That date will be determined once the docks are sorted and will probably be on a Saturday. Help will be needed, so be sure to volunteer.

The Youth team is still in need of a few more registrants. Talk to everyone you know and get those few more names that are needed.

Teams are off to the Pan Am games. They have all our support and good wishes. Canada and FLCC will be represented well by them. Best of luck and great paddling, with some fun added in!

Paddles up and away we go.

Outrigger Report February 2023 - Jim Heuving

Thanks for voting me in as your OC Representative to the Board. I look forward to working with all of you as we continue to build our club into one of the most attractive and healthy clubs in Langley. I can't do this role without your good and able help. In fact, I will be building an OC Admin Team and inviting you to be part of it because if I don't, we will all be sorry you voted me in.

A very big **SHOUTOUT** to Joanne Bolam who will continue to be the point person for OC boat scheduling and calendar. This is huge! Book your boats for the new season which begins April 1!

The **FLCC RIVER RUN** is happening on April 22 and 23. **You are needed.** A team planning meeting happened Wednesday, March 1. We will need a cheery team of volunteers for each day. Expect details to come out

soon. We have built a great planning tool that will give us an almost step by step plan to make the work simple.

OC STORAGE - Two Things. 1) We have two spaces available, if you wish to store your OC in Fort Langley. Cost \$200/250 per year. 2) Rob Gutjahr will become the storage manager as he joins our budding OC Admin team. We will make his contact information available shortly.

OC1 TIME TRIALS - Establish your baseline. The Competitive Training Program will be hosting their first OC1 time trials Saturday March 11 (8:45 pre meeting & 9:00 am start) for its program members but invites any and all interested to join in. Bring a boat. Book a boat. Course will be a short 4k run up to Tavistock Point and back. Meet at the Paddle Sport dock.

Wake Up the Gorge OC6 and Small Boat paddling event - March 25 - 26. Saturday OC6's and Sunday small boats (OC1-2, MC1-2, kayak, SUP, surfski). Hosted by Victoria Canoe and Kayak Club (355 Gorge Road West Victoria, BC, V9A 1M9) - <https://www.vckc.ca/event-5157991>

Just as we paddle together, I hope to build a great club together - faster and funner!

Voyageur Report

We currently do not have a Voyageur Rep on the Board and welcome anyone wishing to take on this responsibility. Debbie Scott has kindly volunteered to continue to assist with planning all corporate/school outings and she can be reached at voyoutings@fortlangleycanoecub.ca.

We will continue to host Voyageur drop-in paddles every Saturday morning at 9:30am. We have had ok turnouts but still need more paddlers, so we encourage you to invite your friends to come out and try it. Sign up for drop-in paddles is on the FLCC Website under Voyageur. With no Voyageur Rep right now, we are looking for someone to manage the drop-in paddles, but in the interim, if you require more information on drop-in paddles, please contact Pam Sutherland at dbrep@fortlangleycanoecub.ca.

We will also try to host some special paddle events this year. Again, we need someone to step up and help with the planning for these events. Again, in the interim, if you have any ideas or questions, Francine Seaman will be assisting with this and you can contact her at voyrep@fortlangleycanoecub.ca.

MAL Report February 2023 - Betty Stockli

EQUIPMENT:

OC1/OC6 Repairs/Misc:

- Two OC1s, #973 and #977, are being repaired offsite and should be back in service mid-March.
- Due to colder temperatures, work on the two Tri color Bradleys has been delayed.

FACILITIES:

Canoe Dock:

- Blue Water Systems has been contracted to repair the north float, design the articulating hinges, replace the bent bolts for 2 pile rings as well as build 2 transition plates to go over the connections between the north and east float and one to go over the connection between the east and main float. Blue Water Systems Ltd. will be towing the north float back to their facilities to repair.
- Two work parties to repair timberwork on the main float and re-install the 3 dislodged pile rings along the southside of the south float (long finger) took place January 28th and February 11th. A big thank

you to Gralin Doubleday, Mark Lidster, Dan Peebles, Ted Takahashi and Edna & Peter Pawluk for volunteering their time to help with the repairs to the Canoe Dock. We'd also like to thank Doug and Noni Kazakoff for donating the lumber used to repair the main float.

Security Cameras – Canoe Dock and New Dock:

- The camera equipment has been tested and configured. Installation is planned for March.

Volunteer Job List:

- The April 1, 2023 to March 31, 2024 Volunteer Job List was included with the AGM package sent out to membership. A number of teams have been volunteering for various jobs. A link to the updated Volunteer List will be included in the upcoming Freshet, March 6th.

Safety Report February 2023 - Mary Stardom

Weather and Water:

Much of February has been great paddling weather! However, temperatures can drop to below freezing at this time of year and no paddlers should be on the water in FLCC boats in temperatures below -1C, including windchill. Also, fog is making an appearance, so paddlers must use their judgment on whether or not to go out, or to adjust plans to take a safer route

- Please check reliable weather reports and FLCC social media before heading onto the water
- Use caution on slippery docks and be aware of the hazards of fog
- Be prepared with a warm and dry change of clothes in a dry-bag nearby in the event of an immersion event or cold, wet conditions
- It is recommended that each paddler carry a reflective blanket in a life-vest pocket
- **Guard against hypothermia.** Familiarize yourselves with the symptoms of this life-threatening condition, and have a plan how to react

More information is available in the Safety Manual on the FLCC website

Incidents:

Jan 23 – Rusted bolt fell from bottom of tiller arm on DB10 at the dock

Feb 3 – Coach boat ran out of gas up river by green barge. Was towed back to dock by OC6 team

*** Thank you for reporting all incidents of mishap, of injury or of damage to equipment.** These reports are not used to place blame, they are critical for the Board and the Safety Committee to make needed repairs and review safety procedures

Risk Management Report February 2023 - Denise Crook

A meeting was held the evening of February 24th with Bedford Channel User Groups. In attendance, FLCC, FCKC, Flyers and BCS. Discussions were had regarding the issues of silt build-up in the channel and the end goal of getting the dredging done. All user groups are on side with focusing on this item as it affects the viability of our clubs. TOL was to have a Notice of Motion regarding the setup of a task force to look at the re-design of Marina Park and the Channel dredging. Due to complications on council, this task force is now on hold which leaves us free to focus on channel dredging.

Meeting held February 25th with Frank Cox regarding the latest TOL situation. The Bedford Channel Dredging Committee will be holding a brainstorming meeting in the next few weeks to discuss a strategy for moving forward with getting the dredging done. Updates to the BOD will be ongoing.