

Evergreen Seniors Outdoor Club

Board Meeting Minutes

Friday, August 15, 2025

Nose Hill Library



Meeting attended by:

Liz	Whitehouse	President	Present
David	Fulton	Vice-President	Present
Dane	Bridge	Past President	Present
Hugh	Powell	Treasurer	Present
Sharon	Hanwell	Secretary	Present
Johanna	Voordouw	Membership Director	Absent
Carolyn	Ardell	Transportation Director	Present
Harold	Kroeger	Transportation Director	Present
Cheryl	Inkster	Summer Hiking Director	Present
Dane	Bridge	Winter Activities Director	Present
Eric	Leavitt	Website Director	Present
Sandra	Braden	Social Director	Present
Phyllis	Quarrie	Social Director	Present
Peter	Dankers	City Hikes Coordinator	Present
Joan	McLean	Newsletter Coordinator	Absent
Carol	Rose-Skelly	Membership Support Coordinator	Absent
Peter	Kubica	Chief Incident Coordinator	Present

Liz called the meeting to order at 9:10 a.m., confirmed quorum and welcomed everyone. The agenda was reviewed. Eric moved to accept the agenda as amended, seconded by Carolyn. **Carried.**

The Board Meeting Minutes of January 31, 2025 were reviewed. Eric moved acceptance of the minutes, seconded by Peter D. **Carried.**

Reports

- **Liz Whitehouse, President**

The April AGM was well attended. Greg McKenzie and Peter Kubica held a Bear Spray use demonstration after the meeting. Another Bear Spray demonstration was held after the Bragg Creek hike. A video on how to use bear spray properly has been uploaded onto our website under Club Documents. Hopefully more demonstrations can be held in the future.

We are now half-way through our summer hiking season. A few events have been cancelled due to weather or low sign-up numbers. Most have been well attended

and with the help of volunteer drivers we have been able to accommodate associate members and guests on most trips.

The summer BBQ at Boundary Ranch was held in July and despite the rainy weather we had about 90 people for the BBQ and 50 hikers in the morning at Kananaskis Village.

The situation about the extra charge for the under 65-year-old people on the bus has still not been resolved. Parks Canada has mandated that we use a specific form when entering Banff National Park. We now have 2 sheets to sign on any bus trip going into Banff. ‘

This was the first year that our bus had to pay an extra fee to access Moraine Lake Road. The bus fee was an extra \$10 per person. The club subsidized \$2 per person for this trip. This charge may be changed by Parks Canada in the future.

A Joint Training and Safety Committee (JTSC) has been created for Calgary senior outdoor clubs. The first meeting was held in April 2025. The main goal is to share incidents reports and learnings from all incidents occurring within the clubs. There is now a Safety Analysis Working Group. I have submitted, as requested by the working group, a summary of Evergreens incident reports (April 2016 – July 2025) plus our Incident Report Form, Incident Guidelines, Role of Incident Coordinators and what we learnt from these incidents. Peter Kubica gave his approval for this exchange of information. Next meeting of the working group is in August. The JTSC has volunteers to become certified First Aid trainers. Once certified these people can hold First Aid sessions for all interested members of Calgary senior outdoor clubs.

Thanks to the Board members for their work and support.

Additional Discussion:

Extra charge for members under 65: It was suggested that we write our Member of Parliament and the press regarding the additional charge for our 55 to 64 year-old members who have purchased a park pass. Some board members indicated that they will write, while others will wait to see how the matter unfolds. We will continue to complete the form required by the National Parks. Hugh has submitted the form for the previous months but has not had any feedback yet.

Moraine Lake Road Fee: The government had proposed a new fee of \$641.00 for commercial vehicles using the Moraine Lake Road. The Calgary Outdoor Clubs are arguing that our buses are not commercial vehicles and should therefore

be exempt. **Action:** Liz will check in with Karen Hall, who is communicating with Parks on behalf of the Calgary Hiking groups, to see if there are any new developments.

Joint Training and Safety Committee: Liz shared that the summary of incident reports did not contain the names of any individuals; only the nature of the incident.

Action: Peter K and David will look into who might provide an Emergency First Aid course for interested Evergreen members. ESOC funds could be used to pay for the training as having experienced first-aiders would benefit the club as a whole.

- **Hugh Powell, Treasurer**

ESOC are in a good financial position. The cash position is as follows:

Bank Balance 31 July 2025	\$34,090.44
Uncashed cheques outstanding	\$6,673.32
Owing for BBQ Boundary Ranch	\$2,798.90
Net Cash available	\$24,618.22

Outstanding Cheques as follows:

Universal	\$6378.75
Dane Radios	\$137.07
Greg Bear Spray	\$157.50

Financial report on BBQ

Amount Received and Deposited	\$2,835.00
Members 84, Paying Guests 7, Complementary 1	
Subsidy \$963.90 or \$11.48 per member.	

For further information see the Financial Summary in Appendix 1.

Additional Information: Hugh shared that he will be looking for someone to take over as Treasurer in the next year or so.

- **Johanna Voordouw, Membership Director**

Our current membership is:

Full Members	144
Associate Members	<u>48</u>
Total	192

Our cap for Full Members is 145. Since March 2025 we have added 16 new members and there are 5 guests in the waiting room. Could we raise the cap?

Additional Discussion:

Motion: Sharon moved that the number of Full Members be increased from 145 to 150; seconded by Sandra. **Carried.**

- **Carolyn Ardell & Harold Kroeger, Transportation Directors**

The bus trips have been going ok. We haven't bumped any full members and a number of new guests have been accommodated. It would be helpful if members registering first-time guests would provide contact information for the guest.

Additional Discussion: It was noted that members who register a guest should be reminded to ensure that the Guest Waiver form is completed with the registration and returned by the registration deadline of Tuesday at 6 pm. Carolyn shared that the Bus Coordinators carry the emergency information for the guests on the bus so that it is readily available. The reminder that an ESOC member should be delegated to follow-up with the person who experiences an incident was made, as this ensures we have a more complete understanding of the issue and its results.

- **Cheryl Inkster, Summer Hiking Director**

Summer trip season planning: schedule developed by Deb Waldock and provides a great list of trips and hikes for the 2025 summer season. Kudos to Deb Waldock for the work she has done. The following process was used:

- Kyra sent an email to club members on Deb's behalf asking what hikes they would like on the schedule. Deb took this feedback seriously and tried to include as many of those trips as was possible
- Deb met with Anne Lyon to get some sense of what would be appropriate for C hikers. This was very helpful. However, there are still some challenges for some locations
- Deb recruited a committee with guidance from Kyra and Barb BJ. The committee input was incorporated to finalize the schedule
- It was very difficult to come with hikes for April, May and June so will welcome members new suggestions for 2026 season
- It would be nice get more feedback from the club while the schedule is being created to avoid so many changes. Will consider ways to do this effectively

Summer trip season execution: 31 trips were planned plus 13 potential alternates

- 17 trips have been completed as of July 31
 - 2 location changes so far – one for trail conditions, one for improving bus access
 - 1 location change planned for October – improving bus access
 - 8 trips had trail revisions/additions usually by request from the Day Leader
 - 1 cancelation due to low registration (inclement weather forecast)
- 3 Day Leaders have been mentored by more senior members. A successful program that was introduced by Kyra in the past years

- 2 trips have split the Day Leader duties between 2 members to share the tasks

Bus access: diminishing for locations that the club has used in the past, e.g. Gorge Creek Mt Ware, Moose Mountain. Whaleback avoiding Hwy 22 drop-off and pick-up has removed the traverse hike from the available hikes. Takkakaw Falls is dependent on the available bus drivers

Pace of hikes: Hikers sometimes end up on over-ambitious hikes and impact the group – these are mostly one-off situations with hikers that are relatively new to the club

Additional Discussion: It was noted that Day Leaders should define/adjust the hike options at least a week before registration opens so that the website options are correct when registration opens on Tuesday evening. It is difficult to make changes after the registration has begun. Cheryl has been connecting with Day Leaders 2 weeks ahead of their event to share any new information that she has discovered and to encourage updates before registration opens.

The suggestion was made to divide the hiking options into more sections so that members can choose the best fit in advance and group leaders can be chosen from those groups. For example: The A group and the B1 group may be going to the same destination but be listed as separate options so that people can choose between a faster A group and a slightly slower B1 group. This process could also be followed to divide B1 and B2 groups. The target could be to provide 6 options, as a maximum.

There was an observation that there might be an increase in the number of longer hikes this year however when the trip list was reviewed it was clear that the trips range from 4 to 6.5 hours and a good variety of trip lengths are offered throughout the season.

<i>Hours</i>	<i># of Trips</i>
4	1
4.5	2
5	14
5.25	1
5.5	8
6	2
6.5	1

It was suggested that AFATP be used sparingly and instead, each hike should have a goal or distance listed (e.g. 7.5 km) as this provides members with important information when registering. On the actual day the group may choose to go farther or less far but that would be decided by the particular group, based on the conditions.

- **Dane Bridge & Hugh Powell, Winter Activities Directors**

Hugh shared that he will not be a “Winter Activity Director” as he already holds the role of Treasurer. Instead, he will support Dane by offering suggestions for snowshoeing and winter hiking, as needed.

Dane shared that he will begin working on the winter activities and will present options in the near future.

- **Eric Leavitt, Website Director**

The website has been functionally well with no interruptions in service that I am aware of.

A note about sending mass emails: Given the limitation imposed by Google and an email plugin, no more than two mass emails (emails to all members) should be sent out in any 24-hour period. There should be no problem in sending two emails in a 24-hour period to everyone registered for a particular outing.

As requested, another sign up sheet has been added to trips into the National Park. This includes information required by the Parks. What they want to be able to do is identify everyone who does not have a park pass or is under 65. Even if people have a park pass, they will have to pay the park entrance fee for that day if they are under 65.

We continue to attract guests to our club. I am responding to about 1 to 3 people every week. The comments I have gotten back from guests is that they really enjoy the outings and find the club members very welcoming.

- **Sandra Braden & Phyllis Quarrie, Social Directors**

The Summer BBQ lunch at Boundary Ranch was held on Thursday July 17, 2025. Positive feedback was received re the food and event.

The Emergency Blankets and Emergency Supply check lists provided by our club were placed by each place setting.

Attendance summary: 90 (82 members, 7 guests & 1 Bus Driver)

Invoice total cost for 90 included 20% gratuity x GST= \$3798.90

Total Collected from Members (82 x \$30.00)= \$2460.00

Total Collected from guests (7 x \$45.00)= \$315.00

Bus Driver Meal paid for by ESOC

Subsidy provided by ESOC for members= \$981.69 (\$11.97 each)

Final Invoice from Boundary Ranch was forwarded to Hugh Powell, Treasurer.

Plans are in the works for the Fall Luncheon to be held on Thursday November 20th at the Glenmore Inn.

Additional Information: There were 20 extra emergency blankets remaining after the BBQ and those have been given to Johanna to give to new members. Lorraine Pierce-Hull and Gail Cramer have volunteered to take over the basket making for the November Luncheon.

- **Peter Dankers, City Hike Coordinator**

The revamped City Hike program started in May 2022. The 50th hike was held in June 2025. The popularity of the program has steadily increased to the point that the average number of participants is getting close to 30. This means that the group has to be divided in one or more smaller groups. So far group leaders were recruited on an as need basis. Maybe we need to have a more formal system. Any suggestions how this could be implemented are welcome. City hiking appears to have become popular in Calgary. Randy Johnston of the Tuesday hiking club approached me for advice on how to conduct these hikes because they are starting such a program in the fall on Thursdays.

Additional Discussion: Peter shared that the increase in numbers requires more organization and that he has always been able to find volunteers to lead when the group needs to be divided. It may be helpful to have another person who would regularly support Peter and members will be asked to consider this role.

- **Carol Rose-Skelly, Membership Support Coordinator**

Fifteen cards have been sent since I assumed the member support position in October 2024 for a variety of reasons (medical, condolences, checking in). Cheryl Whitehead gave me some more hand-made cards by Francis Chapman and Sheila Perkins. I have asked a number of members if they wanted a card sent and some declined. I emphasized the issue of confidentiality when people told me about some members who might need a card.

- **Joan McLean, Newsletter Editor: No report**

Additional Discussion: Joan is looking for someone to take on the role of editor and board members are asked to consider whether they know someone who might be interested.

- **Sharon Hanwell, Secretary**

Our Annual General Meeting must be held in the first three weeks of April. Our 2025 meeting at Montgomery Community Association was successful and bookings can now be made for 2026. Good Friday is April 3 and Easter Monday is April 6 so members may be away or have visitors for that long weekend, beginning with Thursday, April 2. Some members have suggested having the AGM later, in case there is still the possibility of snowshoeing/skiing during the first two weeks.

Additional Discussion: It was noted that the Hiking season runs from April 1 to October 31st while the Skiing/Snowshoeing season runs from November 1 to March 31st.

Motion: Sharon moves that the 2026 ESOC AGM be held on April 9th at the Montgomery Community Association. Seconded by Hugh. **Carried.**

- **David Fulton, Vice President: No report**
- **Dane Bridge, Past President**
Two old handheld radios that had been donated to the club which were not working reliably have been retired. Four new Motorola model T-600 radios were purchased from Best Buy. One radio failed after one week and a second radio failed after about 6 weeks. Best Buy replaced the radios including the one that failed after about 6 weeks even though their normal guarantee is only for 30 days. I will be contacting Motorola indicating that they have a quality control problem with their recently released T600 model.

Action: Dane has completed the Alberta Registries papers for this year and will provide copies to Liz and the originals to Sharon for filing in the ESOC binder.

Completed Action Items from January 31st Board Meeting

Action: Dane will send a message to all Evergreens outlining all of the open positions on the Board for 2025-2026. In addition, all Board Members are encouraged to approach people to encourage them to take on a role as the personal contact is often more impactful.

Result: Complete

Action: Eric will share the bus etiquette information from his report with all ESOC members as a good reminder but also to help them support guests when they are sitting beside or near them on the bus. In addition, Eric will add a note to the trip information message, encouraging people to carry a first aid kit in their backpacks.

Result: Complete

Action: As Carol was not able to attend the meeting a card will be sent to express our thanks for all her work as the Telephone Coordinator over the past 3 years.

Result: Complete

Action: Dane will share the Emergency Response device information, along with the names of the owners of the devices, with Peter Kubica and ask that he share it with the Incident Response Coordinators.

Result: An updated list of members who carry Emergency Satellite Devices has been compiled and placed on our website under: **MEMBER RESOURCES/Club Documents/ESOC Incident Reporting.**

Action: Dane will share an update with ESOC Board Members, after the Serious Incident Response meeting of Calgary Outdoor clubs on February 5, 2025.

Result: Complete - This was discussed at the April 3 Annual General Meeting.

New Business

- National Parks Entry Fee: Hugh, Eric, Liz
Discussion of proposed National Parks entry for members under 65. Explanation of new form that Hugh has to submit to Parks. New charges applied to buses using Moraine Lake Road.

Note: These issues were covered as part of the Presidents report above.

- New Spending Motion: Dane
Motion: Dane Bridge moves that the president be able to approve any purchases less than \$200.00 for supplies and equipment, with a yearly maximum expenditure of \$500.00. Seconded by David Fulton.

Discussion of this motion was discontinued and will be considered at our next meeting in November.

- Bus Breakdown on August 14
Liz shared that she has received a significant number of emails thanking the Board for managing the breakdown response so effectively. She spoke with the bus company this morning and they shared how much they value ESOC business and appreciated the way the situation was handled. Liz thanked them for their quick response in sending another bus and getting us back to Calgary.

Action: Liz will prepare an Incident Report for the bus breakdown so that the Incident Response Team can consider whether there is anything that can be learned from this experience.

Action: Liz will send an email to ESOC members thanking them for their support and informing them of the actions that the Board is taking to review the incident.

Action: Sharon will write a card to Lynn and Steve Whittingham, on behalf of the Board, to thank them for all their fabulous care and support in dealing with the bus breakdown.

Motion: Liz moved and Carolyn seconded that Sharon be reimbursed for the food purchased for ESOC members and guests when the bus broke down on August 14. The cost was \$648.27. **Carried.**

- Next Board Meeting: Sharon
It was agreed that the next ESOC Board Meeting will be held on Friday, November 7, 2025.

Adjourn at 11:30 a.m.

Note: The agenda items listed below will be carried forward to the meeting on November 7, 2025.

- New Spending Motion: Dane
Motion: Dane Bridge moves that the president be able to approve any purchases less than \$200.00 for supplies and equipment, with a yearly maximum expenditure of \$500.00. Seconded by David Fulton.
- ESOC Land Acknowledgment Suggestion from member Brian Plesuk: Liz
Brian suggests that ESOC have an Indigenous Land Acknowledgement and has had experience in writing these acknowledgements. He has created the following drafts for board consideration:

Long version for newsletter, website and emails:

The Evergreen Seniors Outdoor Club acknowledges and has the privilege of experiencing the traditional lands of the Indigenous Peoples of Treaty 7 territory which includes the Stoney Nakoda Nations, the Tsuut'ina Nation, the Blackfoot Confederacy Nations and the Metis Homeland of Alberta. Occasionally, the ESOC travels into British Columbia to the unceded territory of the Kootenay / Ktunaxa (k- too-nah-ha) and Sepwepemc (shuh-whep- emc) Indigenous Peoples and the Metis Homeland of British Columbia.

With gratitude, we travel the trails of reconciliation together.

Shorter version for Board meetings, social functions:

The ESOC acknowledges and has the privilege of experiencing the traditional lands within Treaty 7 territory and Metis Homeland in Alberta and, the unceded territory and Metis Homeland in British Columbia. With gratitude, we travel the trails of reconciliation together.

Shortest version for Bus trips:

Alberta: Today we have the privilege of experiencing the traditional lands of the Indigenous Peoples of Treaty 7 territory comprised of First Nations and the Metis Homeland. With gratitude, we travel the trails of reconciliation together.

British Columbia: Today we have the privilege of experiencing the traditional lands and unceded territory of the Kootenay / Ktunaxa (k- too-nah-ha) and Sepwepemc (shuh-whep-emc) Indigenous Peoples and the Metis Homeland. With gratitude, we travel the trails of reconciliation together.

- AGM Report Request: Hugh Powell
It is suggested that Director's reports be available to members prior to the AGM. They could be posted on the website under Club Documents. It would very helpful if the financial reports, in particular, could be posted so that members have time to examine them and ask questions at the AGM.
- Suggested Policy Change: Eric Leavitt
Eric suggests that the ESOC policies be adapted so that guests and even first-time guests will be allowed to drive if they are with their sponsor or with other club members that they already know. These guests will still have to physically be on the bus 3 times in 6 months before applying for membership.

Motion: Eric moves and Sharon seconds that the ESOC Membership policy be adapted as follows:

I. Membership

1. Applicants ~~will~~ **must** complete a minimum of three bus outings in a six-month period as a guest before being eligible to apply for membership.
2. **Guests who are bumped from the bus may come by car if they are accompanied by a club member. They must still complete a minimum of three outings on the bus before applying for membership.**

Note 1: All other Membership policies remain the same but will be renumbered.

Note 2: Policy VI. Outing Organization also clarifies self-driving and car-pooling for guests but does not seem to need to be adapted. It currently states:

10. In some circumstances members and guests may choose to self-drive or car-pool rather than take the bus. In these cases, the participants will:
 - register on-line as usual and then contact the Transportation

Director so that they are listed as driving, rather than being on the bus

- sign the attendance sheet at the meeting location for their activity. Please note that drivers must arrange to arrive with the bus or shortly before so that activities can begin promptly.
- pay the \$25.00 bus fee.

If the bus is full and members are willing to self-drive or car-pool then the same processes will be followed, however, instead of the \$25.00 bus fee, each participant is asked to make a voluntary \$10.00 contribution. Those coming by car will have this trip counted towards their bus outings.

Appendix 1: Financial Summary

E.S.O.C.
Financial Summary 2025 - 2026

First Quarter Totals+A52:F85		\$ 15,774.85		\$ 13,822.17	\$ 1,952.68
June 2025					
Deposits / Credits			Expenses/Debits		
Outing Whaleback	05 Jun 2025	\$ 1,175.00			
No show 22May Kiyoko	11 Jun 2025	\$ 25.00			
No Show Heather Thomas?		\$ 25.00			
Member Derek Wroblecki *EX8	20 Jun 2025	\$ 20.00			
Outing Little Elbow Nahahi	19 Jun 2025	\$ 1,350.00			
Outing Wind Ridge	26 Jun 2025	\$ 1,375.00			
No Show John Boyd Debbie Kealey	24 Jun 2025	\$ 55.00			
Member Leslie Johnson *4A9	24 Jun 2025	\$ 20.00			
Member Heather Thomas *a9e	24 Jun 2025	\$ 20.00			
BBQ Lunches 43Mbr+4Guest		\$ 1,470.00			
Bank Fees					
Bank Rebate		\$ 4.95		\$ 24.95	
Total		\$ 5,539.95		\$ 24.95	\$ 5,515.00
June Balance					\$ 34,595.94
First Quarter Totals		\$ 15,774.85		\$ 13,822.17	\$ 1,952.68
Quarter 2		1 June -31 Aug 2025			
July 2024					
Deposits/Credits			Expenses/Debits		
Outing Mt Lipsett	03 Jul 2025	\$ 1,400.00	Universal Coach (4May+	\$ 6,378.75	874
Outing Sunshine	10 Jul 2025	\$ 1,250.00			875
Outing BBQ Kananaskis Village	17 Jul 2025	\$ 1,280.00	Liz W BBQ Safety	\$ 179.25	876
Outing Upper Kananaskis	24 Jul 2025	\$ 1,375.00	Curtis F Web Rev Parks	\$ 157.50	877
No show D Lloyd & K Fisher	13 Jul 2025	\$ 50.00	Hugh P 25 Parks Passes	\$ 198.75	878
No Show H Thomas	30 Jul 2025	\$ 25.00			
Outing Moraine Lake (see August)	31 Jul 2025				
BBQ 33 incl 3 guests		\$ 1,035.00			
			Service Charges	\$ 6.25	
Bank Rebate		\$ 4.95	Bank Fees	\$ 4.95	
Total		\$ 6,419.95	Total	\$ 6,925.45	-\$ 505.50
July balance					\$ 34,090.44

Appendix 2: Summary of Action Items to be completed before the November 7, 2025 Meeting

Action: Liz will check in with Karen Hall, who is communicating with Parks on behalf of the Calgary Hiking groups, to see if there are any new developments.

Action: Peter K and David will look into who might provide an Emergency First Aid course for interested Evergreen members. ESOC funds could be used to pay for the training as having experienced first-aiders would benefit the club as a whole.

Action: Dane has completed the Alberta Registries papers for this year and will provide copies to Liz and the originals to Sharon for filing in the ESOC binder.

Action: Liz will prepare an Incident Report for the bus breakdown so that the Incident Response Team can consider whether there is anything that can be learned from this experience.

Action: Liz will send an email to ESOC members thanking them for their support and informing them of the actions that the Board is taking to review the incident.

Action: Sharon will write a card to Lynn and Steve Whittingham, on behalf of the Board, to thank them for all their fabulous care and support in dealing with the bus breakdown.