



Checkpoint Manual

2018

February 10 and 11, 2018

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GENERAL INSTRUCTIONS

Foreword

This manual is intended for use by the checkpoint/task leaders of the Canadian Ski Marathon (CSM). It is intended as a guide only. Any instructions given by the President, Event Director or Admin-2 and/or their assistant(s) override the information in this manual.

In this document, the Event Director (Frédéric Ménard) may be referred to as Admin-1 and the Checkpoint Coordinator (Justin Braganza) may be referred to as Admin-2.

We have tried to make the information as accurate as possible, but if you find any errors or omissions, please provide the corrections, as soon as possible, to the Event Director (fmenard@skimarathon.ca), Admin-2 (jbraganz@gmail.com) or Chris Teron (chris@teron.ca).

Documents

The following documents can be found on the shared Google Drive. All CSM leaders need to check for updated and new documents right up until the date of the event. Watch carefully for the version number of the document to know if it has been revised. The information in these documents is not duplicated in this CP Manual.

- Contact information for leaders
- Overall trail map, detailed maps for each section, GPS data
- Checkpoint diagrams
- Skier and Checkpoint Times
- Road maps, driving directions and shortcuts
- Skiers Guide et Guide du Skieur
- Volunteer registration form and waiver
- Food and equipment list
- Rental vehicle lists
- Road crossing list
- Meals for volunteers
- Evaluation form
- Scanner Users Guide

Checkpoint Pairings for 2018

Start CP11 & 6 (Miller and Montebello)
CP 2 & 7 (Pruuli and Kenauk Shooting Clay)
CP 3 & 9 (Lac Carling and Boileau)
CP 4 & 8 (Eau Vive and Kenauk Sand Pit)
CP 5 & 10 (Shooting Clay and Arundel)
Finish CP 6a & 1 (Montebello and Lachute)

Safety

- Safety for the CSM (at the checkpoints and on the trail) is provided by a professional company of trained first responders and paramedics - Groupe Montage Explore (GME) - which specializes in safety services for large outdoor sports events. Their leader is referred to as Safety-1.
- The safety team has its own operations manual, which is separate from this one.
- They will provide safety people at the checkpoints who will monitor the health of skiers, provide assistance and first aid to skiers as required, and coordinate rescue on the trail.
- GME also use the CSM radio communications for mission-critical or safety-incident related

communications. For non-critical communication, the GME use their own cell-phone based communication system. As a back up, GME use satellite phones for on-trail incident situations where radio or cell-phone coverage is absent. The GME leader is located at the Operations Centre with Net Control so they can work together and coordinate activities as necessary.

- The CSM equipment team will deliver a snowmobile to each checkpoint and the checkpoint leader will deliver the sled from Papineauville in the cube van.
- The safety team will provide the snowmobile driver.
- The safety team will provide a sweep of the trail following behind the last skier on the trail in each section. Therefore, no skier will be left behind. The sweep will report its arrival at the checkpoint to the checkpoint leader, safety team and Admin-2.

Checkpoint Leaders

- Manage the operations of the checkpoint and its volunteers and create a positive and safe environment for all skiers.
- Attend CSM coordination meetings prior to the event along with your second-in-command and on Saturday evening of the event at 8:00pm at the Papineauville High School cafeteria.
- Prior to the event, review documents sent to you by CSM, Event Director, Admin-2 or Equipment Team leader to confirm the number of your volunteers, their accommodations, meals, rental vehicles, etc and reply back with confirmation or changes as soon as possible.
- Review the documents on Google Drive in advance of the event so you are well prepared to lead your checkpoint and answer questions from skiers. Make sure to read the Skiers Guide, so you know the information that was given to skiers.
- Arrange that all of your volunteers sign the on-line Volunteer Registration Form and waiver or provide them with a paper copy to sign and submit to Admin-2 no later than Friday evening of the event. For volunteers under age 18, their parent or guardian must also sign the form.
- Pick up your rental vehicles on Friday, after 4:00pm (unless an earlier time has been pre-arranged). See detailed instructions below.
- Pick up equipment and food in Papineauville on Friday evening. See detailed instructions below.
- Pick up your envelope of documents from Admin-2.
- Pick up and distribute the wrist bracelets for volunteers staying in the Papineauville dorm.
- Obtain the gift and CSM badge for every volunteer from Admin-2 at the garage on Friday evening and distribute them to the volunteers before they leave on Sunday.
- Arrive at the checkpoint on Saturday morning by the time indicated on the Skier and CP Times document and complete the set up by the time indicated.
- As soon as practical, install the radio antenna and ask the radio operator to call Net Control and announce that your team has arrived at the checkpoint.
- Co-ordinate the set-up of the checkpoint along with the other task leaders. Determine the location of the safety team, radio operator, waxing services, CP vehicles, check-in, check-out and food tables. Follow the layout on the CP Diagram but use your judgement if conditions are different than expected.
- All volunteers at a checkpoint, including those of specific task groups, such as safety, waxing, and radio operators, report to the checkpoint leader.
- Install No Parking signs, barricades and safety cones as indicated on the CP diagram. Decide on areas for bus drop-off and pick-up and visitors' parking.
- Confirm that the safety snowmobile, its key, sled, connecting pin and operator are at the checkpoint. Ask the operator to confirm that the snowmobile is operational.
- Verify presence and appropriate location for portable toilets on site.
- Identify a location where the skiers can leave their luggage and install the sign.
- If your checkpoint involves a road crossing, install signs on the side of the road 200 feet on either side of the trail.

- Install CSM and sponsors' banners.
- Set up the check-in and check-out points according to the instructions below.
- Set up the food services according to the instructions below. Assign a responsible person to manage the food, water and propane quantities.
- Call Net Control to announce when your setup is complete and ready to accept skiers.
- Co-ordinate all communications through radio operators.
- Be ready to receive the first incoming skier from a previous checkpoint well before their predicted arrival time in the Skier and CP Times document.
- Do not allow any skier who arrives by bus to start at your checkpoint to enter the trail before the opening time listed in the document.
- Do not allow any skier to depart from the checkpoint after the official closing time listed in the document, regardless of their category or their pleading with you. Make sure that it is clear at the check-out point that the trail is closed. Note that there is a separate and later closing time for Coureurs de Bois skiers who have completed the first four sections (at CP 7 and 2 in 2018).
- Authorization from the Event Director or Admin-2 is mandatory for changing the opening or closing time of a checkpoint.
- Ensure that there is a fun atmosphere for skiers to encourage them along. If you want to create a theme for your checkpoint with special clothing or music, feel free to do so. However this is not expected.
- Feel free to install a sign or banner promoting your group (eg. Scouts, Guides, Viking Ski Club, etc.)
- Be familiar with the bus schedule for your checkpoint, especially for buses taking away skiers who stop at your checkpoint. At all times, there should be a bus waiting at your checkpoint that can be used by waiting skiers to stay warm. No bus should leave, regardless of its scheduled departure time, unless its replacement has arrived. Note that the buses have their own communication system with each other and their dispatcher.
- Checkpoint leader must inform Admin-2, as soon as possible, about icy or hazardous conditions around their CP, especially if the conditions will affect the operation of buses.
- Once an hour, at fifteen (15) minutes past the hour, and at such other time as requested, transmit the cumulative number of skiers at check-in and check-out to Net Control via radio.
- If any food or supplies are running low, or equipment breaks that needs replacement during the same day, call OPS via radio to request re-supply. Remember that it might take a long time for OPS to arrive, so don't leave requests to the last minute.
- If water or propane supplies are running low, call Net Control an request re-supply from the equipment team (not OPS). Don't leave the request to the last minute as it takes time for them to respond.
- Monitor the number of skiers remaining on the trail so that you keep enough food and warm liquids for the last skier and the sweep.
- During the course of each day, report any problems to Admin-2.
- If any skier reports problems on the trail, pass the information along to Admin-2 via radio.
- If any skier requires assistance with an injury or reports that another skier is injured, refer them to the safety team.
- Inform Net Control when the sweep leaves the checkpoint.
- When the checkpoint closes, pick up from the radio operators their Radio Log Report, waiver forms, their statistical sheets and include them with yours.
- Request authorization from Admin-2 before leaving the checkpoint at the end of the day.
- Return all food and equipment to the CSM warehouse on Sunday.
- If you happen to meet the landowner for the checkpoint, please thank them for allowing the CSM to use their property.
- Notify Admin-2 of how many people from your team will attend the volunteer banquet.
- Complete CSM paperwork and evaluate the operations of the checkpoint. Report the information to

Admin-2 at the volunteer banquet.

Checkpoint Volunteers

- Help load food into the cube van at Papineauville High School.
- Help unload food and equipment at the checkpoint.
- Help with the set up of the equipment and signs following instructions from the checkpoint leader
- Hook up propane burners and heat water and soup.
- Serve liquids and food to skiers.
- Loose food such as glossettes, partial granola bars, etc, must be served in salad cups and never with your hands.
- Keep tables and surrounding areas clean at all times. Wear gloves when handling food.
- Set up the trail and tables for check-in and check-out. Operate the scanners at the check-in and check-out points and inform that leader every hour, on the hour, of the cumulative numbers of skiers. See detailed instructions in this document.
- At closing of the CP, do a complete clean up of the site, including removal of all garbage, as well as cleaning pots and other equipment before returning them to the warehouse. There is no water available at the CSM warehouse.

Skier Bibs

- The category of skier may be recognized by their bib numbers:

Gold Coureurs de Bois	1 to 999
Silver Coureurs de Bois	1000 to 1499
Bronze Coureurs de Bois	1500 to 1999
Tourers (individual skiers)	2000 to 2999
Tourers (teams)	3000 to 4999
CSM Taster	5000 to 5999 (The last section each day)
Half Marathon	6000 to 6999 (The last three sections each day)
Pioneer for one day	8000 to 8999
Special	9000+



Gold



Silver



Bronze



Tourer



Team

- Skiers who have registered for many years can receive permanent bib numbers and special bibs:



Permanent Gold



Permanent Platinum



Permanent Tourer



Gold Triple Platinum

Check-in and Check-out

- Install flagging, signage and cones to properly indicate the trail in and out of the checkpoint.
- At check-in, 150 feet before the arrival, place on the trail the sign indicating separate lines for Coureurs de Bois and Tourers. Give precedence to Coureurs de Bois.
- If there are safety vests available, the check-in / check-out volunteers should use them to identify themselves.
- Assign volunteers to scan the bib of every skier passing through the check-in or check-out point. First, ensure that the scanner shows the correct CP location and whether it is for skiers coming in or going out. Point the scanner at the bar code on the skier's bib and pull the trigger. The scanner will beep and show the number of the bib scanned. If the scanner fails to read the barcode, try again. The software will automatically delete duplicate scans, so don't worry about it. If it still won't work, type the bib number into the scanner and press Enter. If that still doesn't work, write down the number and report it to the checkpoint leader. See a full description of the scanners in the Users Guide on the Google Drive.
- Assign another volunteer to mark the box on each skier's bib using a coloured Sharpie. Skiers' bibs are marked at check-out and check-in. At the check-out, mark the section being started with one diagonal line through the box. At the check-in, mark the number corresponding to the section just completed using the opposite diagonal line so that the box now has an X through it. The markings on the CSM bibs are used for backup to the Scanner Data and for determining the awards at the end of the event. See a full description of the bib marking in a separate document on the Google Drive.



- A specific colored marker is assigned for each checkpoint:
 - CP 2 & 8 = **Orange**
 - CP 3 & 9 = **Green**
 - CP 4 & 7 = **Red**
 - CP 5 & 10 = **Purple**
 - CP 6A & 11 = **Blue**
 - Camps = **Black**
- Ensure that there are several people marking bibs and checking-in skiers (especially at rush times). Check-in must be rapid to avoid keeping skiers waiting. The wait should be no more than 2 or 3 minutes at the check-in and check-out.
- Every hour, on the hour, record the total number of skiers (cumulative) who have passed through check-in and check-out and inform the checkpoint leader. Add up the numbers from each scanner to produce one total number for in and one total for out. These numbers should be cumulative numbers (i.e., the total number of skiers who have checked in and out of the checkpoint since checkpoint opening). Record the hourly numbers on the form provided.
- If a skier mentions that he or she helped another skier who was injured and that he or she was delayed for that reason, a report must be submitted including the following information: name and bib number of the delayed skier, name and bib number of the injured skier, amount of time by which the skier was delayed, section number in which the incident occurred, name of volunteer who received the information. The report must be given to Admin-2 the same day.

Backpack Weighing

- The silver level of the Coureurs de Bois can only be attempted after completing the Bronze CdB. A

CdB Silver level is obtained by successfully completing the 10 sections of the trail while carrying a backpack weighing no less than 5 kilograms.

- When the CSM goes south/eastwards, the backpacks will be weighed at CP3 and CP8.
- When the CSM goes west/northwards, the backpacks will be weighed at CP4 and CP9.
- Using the scale provided, please weigh the backpacks of the CdB Silver/Argent skiers. They can be identified with bib numbers 500-999.
- Once weighed (and the weight is at least 5kg) please mark the “weight” symbol on the skiers bib.



Food Supplies

- Plan for 60% of your food supplies to be used on Saturday and 40% on Sunday.
- Food and beverages, including hot food and beverages, must be ready when the first skiers arrive at the checkpoint. You should plan accordingly.
- Fruit and bagels should be stored in a warm place during transportation and storage to prevent freezing. For example, leave them in the garage of the high school at night. Store them in the front of the cube van during the day and keep them at a temperature above the freezing point. Only put out a small quantity of bananas at a time on the food tables for skiers.
- When the team arrives at the checkpoint, one of the first tasks is to start heating water since it takes a long time. Start by finding an open and level location to place your burners. Dig out snow if required. Place burner guards (plywood sheets with metal tops) on top of concrete blocks when the surface is level. The burners can then be placed on top of the burner guards. Attach the burners to the tanks, and ensure that the tanks are not too close to the active burners. The burners have adjustable sleeves that can regulate the amount of air feeding the flames; these have already been pre-set, so don't adjust them unless necessary. When filling water, fill pots only half way so the water heats up more quickly. Wipe liquid soap under the pots and 2/3 up the side before placing them on the burners, to facilitate the cleaning at the end.
- Use burners and pots to heat water only, not energy drink or honey water. Hot water is then transferred into clean barrels and then the energy drink powder and honey are added.
- A typical checkpoint has three burners and pots. Use two for water and one for soup.
- When making soup, add one can of water for every can of soup.
- When mixing Gatorade energy drink, add powder to suit taste.
- When mixing Nuun energy drink, pour the contents of a Nuun foil bag into an empty 5 gallon pail, then add 1 gallon of water, wait 10 minutes for the tablets to dissolve, then fill the rest of the pail with water.
- The yogurt, hot dogs and cakes are for volunteers, not skiers. Volunteers include the checkpoint team, safety, waxing, radio and visiting volunteers.
- The checkpoint located after the second section of each day (CP 9 and 4 in 2018) also serve warm chili to skiers.
- The checkpoint located after the fourth section of each day (CP 7 and 2 in 2018) also serve hot dog weiners (no buns) to skiers.

- At the end of the first day (Saturday), the checkpoint leader must prepare a written inventory of food and supplies and bring it to the Saturday night Operations meeting. During the meeting, be ready to report shortages and excess quantities. Checkpoint leaders will do any necessary exchanges of food after the meeting to ensure appropriate starting supplies on Sunday morning.
- Just before the checkpoint closes on Sunday, OPS will pick up all excess food so that it can be used at later checkpoints along the trail. Retain enough food and warm liquids to serve the skiers who haven't arrive yet at the checkpoint.

Equipment

- The equipment and supplies must be picked up at the CSM warehouse on Friday before 20:00. The equipment will be loaded by the Equipment Team so only the cube van should go to the warehouse, not the entire team of volunteers. The checkpoint leader must verify his/her equipment before loading the truck and, to the extent possible, ensure that it is in good working order (note that you will not be able to test burners and some other equipment at that time).
- The food supplies must be picked up from the Papineauville High School, after picking up the equipment, and before 20:00. Food quantities must be reviewed against the inventory list. Checkpoint leaders must have sufficient volunteers to pick up the food and load the truck.
- At the same time, pick up propane tanks and fill water containers. The water barrels and jerry cans that are transported to the checkpoint by the cube van must to be filled in the Papineauville garage on Friday evening. However, if the trucks are not left inside for the night, leave the containers in the garage during the night and only fill them in the morning before departure to prevent them from freezing.
- At all times at the Papineauville High School, the keys must be left in the cube van and the name of the team must be visible on the vehicle dashboard so that the Equipment Team can move the cube van into its final position inside the garage for the night.
- Toilets should be keep clean at all times and supplied with sufficient toilet paper. Cleaning can be done by splashing with a pot of warm water. Toilet paper should be placed on the toilet paper holder and not left in the seating area. A volunteer should be assigned to clean the toilets once every half hour.
- Burners are to be placed on the plywood platform with steel top plate, which in turn is placed on concrete blocks.
- Burners should be monitored at all times. Ensure that there is a clear area around the burners, and that propane tanks and their connecting tubes are not too close to any open flame.
- Directional signs on roads for visitors and buses will be installed by the equipment team and are not the responsibility of the checkpoint leader.
- During the CSM, any equipment that is extra, missing, malfunctioning or damaged must be recorded and reported to Admin-2 at the end of the event. However, if additional or replacement equipment is needed during the day, ask OPS via radio.
- CP/Task Leaders are responsible for the equipment while it is in his/her possession. Any breakage or loss should be reported to the supervisor at the storage garage or Admin-2 as soon as possible.
- The equipment must be clean when it is returned; if not, it is the responsibility of the checkpoint leader (and volunteers) to wash it before going home. The responsibility for returning clean equipment is that of the checkpoint leader, not the truck driver. Since there is no water available at the CSM warehouse, everything must be cleaned at the checkpoint.
- Two old tables should be made available to the Waxing Team at each checkpoint.
- Try to make arrangements with the property owner so that the Waxing Team can have free access to electricity, if needed.
- All Saturday and Sunday garbage must be left in the garbage bin at the Papineauville school on both days.

Communication Systems

- Starting in 2018, communications use commercial radios rather than amateur Ham radios. Each checkpoint and mobile team will have a commercial radio. The equipment is provided to CSM through Centre de Téléphone Mobile Ltée (CTM) in Gatineau.
- Radios at checkpoints will have very tall antennas that are mounted vertically and securely to the rear corner of the cube van using cable ties. There will be a long antenna wire leading to the radio. The radio can be located in the front seat of the cube van or in the car of the radio operator, if located right beside the cube van. Some checkpoints located near the transmission towers may only have small rooftop magnetic antennas.
- The tall antennas might be omni-directional (with five short wires protruding from the top in many directions) or directional (with a four foot long tube protruding horizontally in one direction only). If it is directional, it is imperative that it be pointed in the exact direction indicated to you from the radio company or the direction indicated in the checkpoint-specific instructions at the end of this document. Using the built-in compass in a smartphone is good enough.
- The radios use 12v power from your vehicle's cigarette lighter adapter.
- The radios at checkpoints will be operated by a radio operator. Give your message to them to transmit for you. In return, if they receive a message for you, they will leave their vehicle to find you and give it to you.
- All communications are controlled by the radio operator at Net Control. Never transmit a message to anyone without first talking to Net Control and seeking their permission to call another station.
- Keep messages simple, brief and clear. Other stations are often waiting their turn to talk.
- Never refer to a CSM official or CP/task leader by name on the radio. Always use their tactical call sign:

Role	Person	Call sign
Event Director	Frédéric Ménard	Admin-1
Safety Director	Jean-Marc Nantel	Safety-1
Checkpoint Coordinator	Justin Braganza	Admin-2
Checkpoint leaders	Various	Checkpoint 1, 2, etc.
Water point leaders	Various	Waterpoint 1, 2, etc.
Equipment/logistics leader	Jean-François Picard	Logistic-1
Equipment vehicles	Various	Equipment 1, 2, 3
Water and propane	Various	Propane 1, 2
Skidoo delivery	Various	Transport 1, 2
OPS	Louisa and Chris Teron	OPS
Road crossing leader	Jean-François Dubois	Field Advisor
Skidoo operators	Various	Skidoo A, B, C, etc.

- If an emergency or safety situation develops, Net Control may instruct all radio traffic to hold until the priority communications are complete.
- In the event that the commercial radio does not work, or if you wish to communicate privately with another station, you may try using cell phones by voice or text messaging. Refer to the list of all contact numbers included in your envelope of documents received from Admin-2.
- Some checkpoints will be provided with cell phone boosters. Boosters have a magnetic roof-top antenna and also use 12v from your vehicle's cigarette lighter adapter. Most boosters act as a cradle for your phone. Your cell phone must be installed in the cradle without any protective case.
- Some checkpoints have strong cell coverage using both Rogers (and Fido) and Bell (and Telus, Koodo and Virgin) towers. Others only have coverage from one of the two towers. Some have no coverage, even with a booster. Check the details in the checkpoint-specific instructions at the end of this document.
- The GME safety team may also carry satellite phones, if there is an absolute CP emergency and no other means of communication are available, you may request the safety team to use their satellite phone, if

available, to contact the CSM emergency number at 1-877-601-9247.

Radio Operators

- The radio personnel are present to facilitate all communications for the CSM. They are in continuous contact with the checkpoints, the Event Director, Admin-2, Safety-1 and other operations vehicles. Radio operators are situated at every checkpoint and handle the radio communications for the checkpoint leader.
- Radio operations are managed by a Net Control, which is situated in the town hall of Notre-Dame de Bonsecour, near Montebello.
- All radio communications go through Net Control during the CSM. No radio operator is to call another radio operator directly without asking permission of Net Control.
- Radio operators at checkpoints and Net Control personnel should keep a log of their communications and of checkpoint statistics. These documents should be given to Admin-2 at the skiers' banquet on Sunday night.
- Radio personnel for a given checkpoint are to arrive on site at the same time as the checkpoint leader, and they must stay until they have clearance to leave from Safety-1. They must confirm, by reporting through Net Control, the following activities: (1) their arrival at the checkpoint with the checkpoint leader, and (2) when the checkpoint is operational (check with checkpoint leader), and (3) at 15 minutes after every hour, the cumulative number of skiers.
- They should also complete the statistical forms during the day and return them to the checkpoint leader when the checkpoint closes.
- Net Control must record all information provided by checkpoint radio operators and be ready to relay it to Admin-2 on request. Radio personnel, including Net Control, must be diligent in recording required information as requested by Admin-2.
- Radio operators will be provided meals and accommodation in the same manner as other volunteers.
- The checkpoint leader will ask radio operators to complete volunteer registration and waiver forms.
- The checkpoint leader will take care of distributing any CSM souvenirs to the radio operators.

OPS

- Be at the Papineauville High School garage for 15:00 on Friday afternoon to unload and distribute food for each checkpoint. Load your vehicle with an inventory of extra equipment, supplies and food according to the distribution list.
- All weekend, listen closely to your radio and cell phone for requests from Net Control, the Event Director and Admin-2. If you are out of range while driving between checkpoints, check with the radio operator at the next checkpoint if you missed any messages.
- When you arrive at each checkpoint and when you leave a checkpoint convey your location and destination to Admin-2 via the net.
- During the weekend, respond to requests from checkpoints by delivering missing equipment, supplies and food.
- Respond to the operational needs and questions of the checkpoints.
- Respond to requests from the Event Director and Admin-2.
- At the very beginning of each day, when leaving Montebello, drop in to the Papineauville High School and pick up box lunches for yourself, the Admin-2 team, and any others requested for you to deliver during the day. When you first see Admin-2, give them their lunches.
- During the day, pick up skiers' luggage at checkpoints (but not at the start on either day) and deliver them on Saturday to Papineauville School or to the Château Montebello as specified on the baggage tag (if no specification, take luggage to Papineauville). On Sunday, deliver luggage to the banquet site (not the finish). Try not to keep luggage from early checkpoints in your vehicle all day or skiers may be waiting a long time to retrieve their luggage at the end.
- On Sunday, near the closing time of checkpoints, pick up any food that is left over and any equipment

that might be useful later on in the day at another location, and distribute these items to checkpoint closer to the finish as needed or as specified by Admin-2.

- Priority of tasks: medical emergencies (if Safety is not available), food, equipment, and baggage.
- Do not leave your last CSM location on Sunday evening until you have received the OK from Admin-2, in case your assistance is needed elsewhere.
- Complete an evaluation form after the event including suggestions for changes and improvements, and submit to Admin-2.

Water Points

- Near the midpoint of most sections, a team of cadets will provide water to skiers and limited safety services.
- Some cadet teams bring their own small burners to warm the water.
- Each water point team will have a commercial radio to call for assistance when needed but will not otherwise be monitoring the radio to hear calls. See the section in this manual describing the communications systems.
- If a skier needs assistance such as first aid or evacuation from the trail, use the radio to call Net Control and indicate what assistance is required.
- If the water point is situated at a road crossing, place snow on the road to allow skiers to cross without removing their skis.
- Cadets are not permitted to stop traffic for skiers. They stop skiers and advise them when it is safe to cross the road.
- The cadet teams report to the Field Advisor, who reports to Safety-1.

Road Crossings

- Where the ski trail crosses a road with sufficient traffic, teams are assigned to assist skiers. Many road crossings have so little traffic that no assistance is required or provided.
- The teams are often cadets.
- Where the trail crosses a busy highway, the team may include first responders such as the local fire department.
- Crossroad signs should be placed on both sides of the road, 150 feet before the road crossing in each direction.
- Cadets are not permitted to stop traffic for skiers. They stop skiers and advise them when it is safe to cross the road.
- First responders are permitted to stop traffic.
- The cadet teams report to the Field Advisor, who reports to Safety-1.
- If a road crossing team requires assistance, they can use their cell phone to call Safety-1.

Waxing Teams

- The waxing team at each checkpoint/accommodation site is there to offer a free service to skiers.
- One waxing team is assigned to each checkpoint/accommodation site.
- The waxing team for each checkpoint should be ready to provide services as soon as the checkpoint is operational. They should stay at the site until the check-out closes and they receive clearance to leave from the checkpoint leader.
- The checkpoint leader is responsible for giving the waxing team a location at the checkpoint so that they are not in the way but are still able to help the skiers and are clearly visible.
- The equipment for each checkpoint and accommodation site includes two tables for use by the waxing team. Checkpoint volunteers should take these tables to the waxing team.
- The waxing team might ask to have access to electricity. It is the responsibility of the checkpoint leader to make arrangements with the landowner for such access, but only if this is possible at no cost to the

CSM. It is the responsibility of the waxing team to provide their own electrical equipment and extension cords.

- The waxing team leader reports to the checkpoint leader.
- The checkpoint leader should place the temperature sign close to the waxing station; make sure to pick it up at the end of the day.
- The equipment for each checkpoint should include an air thermometer and a snow thermometer. These items should be made available for use by the waxing team, if needed. Be sure to pick up the thermometers from the waxing team at the end of the day.
- The Waxing Coordinator will take care of the required paperwork for the Waxing Team (vehicle permits, volunteer waiver forms) as well as distribution of any CSM identification and souvenirs.
- *Weather report and forecast* are available by radio (104.9 FM Lachute - 450-562-8862 or 102.1 FM Hawkesbury) or from Environment Canada – Mirabel Office 450-476-3029.

Rental Vehicles

- The number of rental vehicles required and the pick-up location and time, as requested by the CP/Task Leaders, is indicated in a separate document on the Google Drive.
- The drivers of rented vehicles must be at least 21 years old (except the 15-passenger van, for which the age requirement is 25 years old).
- The contract for each vehicle should include the following statement: "That any driver authorized by the CSM may drive the vehicle". The CP / Task Leader is responsible for all of his/her drivers and vehicles and must be informed about and must authorize any switch of drivers.
- A copy of each person's driver's license must be scanned and emailed to the CSM office in advance of the event for them to be covered by insurance.
- Whenever possible during the weekend, gas should be obtained from the gas station in Papineauville with which the CSM has made prior arrangements. The driver must present a CSM gas coupon, sign the CSM report sheet at the gas station and fill in all of the necessary information. The driver must then complete the driver's gas fill-up form (in addition to the form at the gas station) and give that form to his/her checkpoint leader who must return it with his/her documents to Admin-2.
- Before returning the vehicle at the end of the weekend, please fill it at the Shell station at 1050 Boulevard Saint-Joseph, Gatineau (Hull sector), unless this is too far out of your way. In that case, fill it yourself and submit receipts for reimbursement.
- The relevant Checkpoint or Task Leader must approve all expenses incurred by drivers or other volunteers before they can be submitted to the CSM office for reimbursement. All expenses must be supported by receipts. Once approval has been obtained, volunteers should forward their receipts for gas obtained at other than the designated gas station and receipts for any other expenses to the CSM Office within 3 days after the CSM. It may take up to 3 weeks for reimbursements to be issued.
- No smoking is permitted in the rented vehicles.
- All diesel vehicles should be plugged in when not in use. It is the responsibility of the checkpoint leader to obtain a long electric extension cord from the equipment team for this purpose. (*Do we actually rent any diesel vehicles?*)
- In case of emergency or any problems with any rental vehicles, the driver should contact Admin-2, through a radio operator, before contacting the rental company. If Admin-2 cannot be reached, the emergency roadside assistance numbers for Budget vehicles are as follows: Ford vehicle 1-800-665-2006, GM vehicle 1-800-268-6800 or Budget Ottawa Office 613-729-6666 (if a replacement vehicle is needed).

Accommodation and Meals

- Every checkpoint and task team has accommodation on Friday and Saturday night at the Papineauville High School (except for the team managing the Gold dorm). Teams preferring accommodations at Gold Dorm on Friday night should contact the Event Director ahead of the marathon.

SITE SPECIFIC INFORMATION

Gold Dorm

Location:

- Ecole Polyvalente Curé-Mercure, 700 Boul du Dr Gervais, Mont-Tremblant (St. Jovite)
- N46° 07' 26.8", W74° 34' 59.5"

Communications:

- No radio required
- Cell phone coverage is strong

Specific Tasks for the Leader

- Être prêt à recevoir les skieurs à partir de 17 h vendredi soir. L'école sera accessible à partir de 16 h pour l'installation.
- Enregistrer les skieurs de dernière minute.
- The waxing team (3) will sleep at the school Friday night. Give them their meal ticket for Saturday morning.
- Lors de l'inscription des skieurs, le nom du skieur doit être surligné sur une des feuilles « Alpha GOLD ». Leur remettre leur bracelet de couleur **Mauve**. Tous doivent le porter, incluant les bénévoles. Vérifier les bracelets le matin au déjeuner.
- Regrouper les gens par catégorie dans les locaux: skieurs et bénévoles.
- Identifier sur la porte de chaque local avec une pancarte / feuille qui couche dans ce local. Indiquer aux skieurs et aux bénévoles qu'ils ne peuvent changer de local sans l'autorisation des responsables.
- CSM staff will be at the school to sell souvenirs (e.g., assign location for CSM personnel).
- Le déjeuner doit être servi à 3 h 45 pour les bénévoles seulement, et de 4 h 15 à 5 h pour les skieurs. Informer la cafétéria que le déjeuner chaud doit aussi être prêt pour 3 h 45 pour les bénévoles.
- S'assurer que le pourvoyeur ait de la nourriture chaude et complète, selon le menu, jusqu'à la dernière personne à être servie, selon l'heure spécifiée.
- Avoir un endroit précis près de la porte d'entrée pour le dépôt des bagages. Les cadets vont les ramasser à 5 h 15. Il est peut-être possible de stationner le camion près de l'école et inviter les skieurs à déposer leurs bagages directement dans la boîte du camion. Faire les arrangements avec le chauffeur qui couchera à l'école.

Specific Tasks for Volunteers

- Accueillir, enregistrer et remettre aux skieurs leur bracelet. Ils doivent obligatoirement le porter.
- Diriger les skieurs et les bénévoles vers leur dortoir.
- Assurer une sécurité à l'intérieur et à l'extérieur (véhicules).
- Aider au chargement des bagages le samedi matin.
- Nettoyer l'école avant le départ.

Papineauville Dorm

Location:

- Polyvalente Louis-Joseph Papineau, 378 rue Papineau, Papineauville
- N45° 37' 00.6", W75° 01' 33.3"

Landowner

Commission Scolaire, Michel Gobeil (directeur), 819-427-6266 (poste 236)

Communications:

- No radio required
- Cell phone coverage is available (but weak in places)

Equipment

- Des barricades (15) seront disponibles afin de fermer/limiter le stationnement arrière, avant et du côté du garage de l'école. C'est la responsabilité des bénévoles de l'école de gérer et de surveiller les stationnements.
- Installer les barricades, pour les stationnements (arrière des garages, côté des garages et en avant de l'école- stationnement professeurs) ainsi que devant les portes avant de l'école.
- Fournir au moins deux vieilles tables/ chevalets de fartage (venant de l'équipement) à l'équipe de fartage à l'endroit s'il en a ou pour les skieurs à l'endroit désigné (généralement c'est le local donnant de l'extérieurs près des autobus), près de l'électricité et éloigné des détecteurs d'incendie.

Specific Tasks for the Leader

- Être prêt à recevoir les skieurs à partir de 17 h le vendredi soir. La polyvalente sera accessible à partir de 15 h30 pour l'installation. Les skieurs ne devraient pas entrer dans la polyvalente avant que vous ne soyez prêt.
- Un contrôle très strict des allées et venues des personnes à l'intérieur de la Polyvalente se doit d'être exercé. Seulement les personnes avec la bonne couleur de bracelet ont le droit d'entrer dans l'école. Avoir une barrière de contrôle de façon continue (24 heures sur 24- près des table d'informations).
- Lors de l'inscription des skieurs; prendre le nom du skieur et le surligné sur une des feuilles "Alpha Papineauville".
- Dossard: Most skiers will already have their packages. Skier packages will be distributed at registration at the dormitory only for skiers who registered at the last minute.
- If possible, waxing teams staying at the dorm should be assigned their own room so that they do not disturb others who have arrived earlier. Give them their meal ticket for Saturday night and Sunday morning.
- Le groupe du poste de contrôle # 5 & 10 sont des Guides; elles doivent avoir une classe pour les filles seulement. Les gars qui sont avec eux doivent coucher dans une autre salle avec un autre groupe.
- Pour les cadets de l'Outaouais (environ 65), idéalement avoir trois grandes classes sur le même plancher, dans un coin à l'écart, afin d'assurer une meilleure sécurité de leurs équipements militaires (ceci doit être confirmé à chaque année). S'assurer que la porte est barrée en tout temps.
- Le groupe du service de l'eau et propane pourrait avoir le local situé dans la garage (salle de classe).
- Salle de classes pour groupe : Les groupes qui ont demandé des classes individuelles vous ont été remis (par courriel avant le marathon).
- Salle de classe ordinaire : Identifier les locaux de ces groupes avec des affiches
- Réduire au minimum la lumière dans les corridors et dans les salles afin de permettre le meilleur sommeil possible aux skieurs et aux bénévoles (fermer les lumière autour de 21h30 le vendredi et

21h00 le samedi).

- Intercom ne devrait pas être utilisé entre 22:00 and 5:30 du matin, sauf en cas d'urgence.
- La personne responsable de l'hébergement doit s'assurer que:
 - les repas pour les skieurs et les bénévoles (et les sacs à lunch pour les bénévoles, s'il a lieu) soient prêts à l'heure demandée;
 - Informer la cafétéria que le déjeuner chaud doit être prêt au moins une demi-heure avant le repas des skieurs pour les bénévoles du départ (15 personnes) le dimanche seulement. Les faire entrer par la porte arrière de la cafétéria (au bout de la cafétéria) ainsi que le CP# 2 et 3 le samedi; # 7 & 8 le dimanche) passent les premiers, avant les skieurs. Informer les responsables en conséquence.
 - S'assurer que le pourvoyeur ait de la nourriture chaude et complète, selon le menu, jusqu'à la dernière personne à être servie, selon l'heure spécifiée.
 - Les "sacs à lunchs" doivent être prêts à l'heure demandée
 - Ramasser les sacs à lunch des bénévoles et en faire la distribution selon les instructions; Les groupes suivants sont responsables de ramasser leurs sacs à lunch selon les instructions donner. Toutes les commandes devraient être dans des boîtes séparées
- Avoir un endroit précis pour le dépôt des bagages près de la porte d'entrée ou dans l'espace d'accueil.
- Prévoir un endroit pour un kiosque de souvenirs du MCS.
- Les skieurs doivent quitter la Polyvalente pour 8 h dimanche matin. Ils peuvent attendre dans l'entrée de l'école (près des portes) jusqu'au moment où vous quittez l'école ensuite ils doivent attendre dans la salle de ski.
- Il n'y aura pas de navette d'autobus pour les skieurs et les bénévoles entre la Polyvalente de Papineauville et Montebello.
- Les stationnements suivants doivent être réservés pour :
 - Coté ouest de l'école = Véhicules personnels (skieurs et bénévoles)
 - Arrière de l'école = Mini van loués des stations et des tâches
 - Coté est de l'école (Stationnement des étudiants – Champs de balle) = cadet, extra skieurs et bénévoles
 - Devant de l'école = Autobus, véhicules des officiels du MCS avec vignettes, et véhicules de courtes durées seulement
 - Devant l'école (stationnement de la Commission Scolaire) = Véhicules selon l'info reçues de l'école (stationnement réservé)
 - S'assurer que les responsables qui viennent pour la rencontre de 20 h samedi soir puissent stationner devant l'école.

8. Specific Tasks for Volunteers

- Identifier sur la porte de chaque local avec une affiche / feuille qui couche dans ce local.
- Indiquer aux skieurs et aux bénévoles qu'ils ne peuvent changer de local sans l'autorisation des responsables.
- Aider au chargement des bagages.

Checkpoint # 1 – Sunday Finish - Lachute

Location:

- Parc Richelieu, 637 rue Meikle, Lachute
- N45° 39' 31.8", W74° 19' 49.2"

Landowner

- City of Lachute. Robert Brunet, cell (514) 977-4992

Communications:

- Commercial radio – 1 (Transmits and receives with the Oka tower located at 134° true)
- Cell phone coverage is strong

Specific Tasks for CP leader

- Buses are instructed to only travel west bound on rue Meikle
- Install No Parking signs along rue Meikle
- Assign a volunteer at the entrance gate to ensure that only buses and official CSM vehicles enter the park.
- Be familiar with bus timings and locations of bus stops; many skiers will have questions about buses.

Specific Tasks for Volunteers

- Be familiar with the location of washrooms, food, and buses, and be prepared to answer any skiers' questions as to their locations.
- If skiers look like they may require medical assistance, direct them towards the Safety team. Inform Safety of any skiers who look like they may require medical attention.

Checkpoint # 2 – Pruuli Farm

Location:

- Pruuli's Farm, 388 Lac Louisa Road, Brownsburg-Chatham
- N45° 43' 48.1", W74° 23' 43.0"

Landowner

- Tom Bergner, (450) 533-4140, cell (514) 813-8648

Communications:

- Commercial radio – 1 (Transmits and receives with the Oka tower located at 138° true)
- Cell phone coverage is strong without the need for a booster

Specific Tasks for CP leader

- Coordinate the road crossing with the local fire department
- Provide volunteers to work with the fire department to provide snow for skiers. All volunteers working close to the road should wear safety vests.
- Be careful that the truck does not touch the electric wire that goes from the house to the barn.
- Fermer fermement l'accès à la toilette sèche du propriétaire et mettre une indication de ne pas utiliser.
- Ne pas oublier de remettre un peu de biscuits, glossettes, arachides au propriétaire avant votre départ.

Specific Tasks for Volunteers

- Ensure that the outbound trail is closed as soon as the check-out is closed by the checkpoint leader. Place a physical impediment (like a table) across the trail to deter skiers from leaving.

Checkpoint # 3 – Lac Carling

Location:

- 2255 Route 327, north of Pine Hill
- N45° 44' 53.9", W74° 31' 40.5"

Landowner

- Hotel Lac Carling, Marc Dériger, (450) 533-5468

Communications:

- Commercial radio – 1 (Transmits and receives with the Oka tower located at 130° true)
- Cell phone coverage is strong without the need for a booster

Specific Tasks for CP leader

- Will the building be accessible this year?
- Is electricity available?

Specific Tasks for Volunteers

- When the CSM runs south/eastward, weigh the backpacks of all silver Coureurs de Bois skiers as described in the General Instructions above.

Checkpoint # 4 – Rouge River

Location:

- Eau Vive Rafting, 25 Chemin de la Rivière Rouge, Avoca
- N45° 44' 47.1", W74° 41' 18.4"

Landowner

- ?

Communications:

- Commercial radio – 1 (Transmits and receives with the Ripon tower located at 279° true)
- Cell phone coverage with Bell and Rogers is available, but weak, with a booster

Specific Tasks for CP leader

-

Specific Tasks for Volunteers

- When the CSM runs west/northward, weigh the backpacks of all silver Coureurs de Bois skiers as described in the General Instructions above.

Checkpoint # 4A – Young Settlement

Location:

- At the end of Chemin Young Settlement, Avoca
- N45° 43' 38.9", W74° 46' 30.2"

Landowner

- The owner lives in the nearby farmhouse at 71 Chemin Young Settlement

Communications:

- Commercial radio – 1 (Transmits and receives with the Ripon tower located at 285° true)
- Cell phone coverage with Bell and Rogers is available, but weak, with a booster

Specific Tasks for CP leader

- The owner of the land to the north of the gate at the end of the public road is not friendly and hates having CSM there. He is known to drive through the checkpoint at excessive speed without regard to skiers. Do not confront him.

Specific Tasks for Volunteers

Checkpoint # 5 – Kenauk Reserve – Sporting Clay Field

Location:

- Chemin Kenauk, Montebello
- N45° 42' 49.3", W74° 51' 26.4"

Landowner

- Kenauk Nature, Bill Nowell (former CSM Board member), cell (819) 230-6620, (819) 423-5573

Communications:

- Commercial radio – 1 (Transmits and receives with the Ripon tower located at 292° true)
- Cell phone coverage with Rogers is available, but weak, with a booster.
- No Bell coverage, even with a booster

Specific Tasks for Checkpoint Leader

- No private vehicles are permitted in the Kenauk Reserve.
- Cadets will be stationed at the intersection of Côté Angèle and Chemin Kenauk to stop unauthorized vehicles.
- The lower gate at the entrance of the Chemin Kenauk will be left open all day.
- The driveway from Chemin Kenauk to the checkpoint is narrow and only allows one-way traffic. Cadets will be stationed at each end with walkie-talkies to prevent two vehicles from being on the driveway at the same time. They are under the responsibility of the checkpoint leader.
- There is only room at the checkpoint for the buses, cube van, checkpoint vehicles, safety, radio operator, Admin-2 and OPS. No other vehicles, even authorized CSM vehicles, should be permitted to enter the driveway. Others must park on Chemin Kenauk and walk in.
- Ensure that you have somebody monitoring the driveway as soon as you arrive at the checkpoint.
- Make sure that the circular road around the checkpoint is never blocked.
- Install tape along the sides of the arriving and departing trails so that skiers cannot cross between the two trails.
- Install tape around the shooting stand to keep skiers off it.
- The small building is available for your use. Volunteers can use it to get warm. There is a gas stove in the cabin that needs to be lit at the start of the day. The pilot light isn't always on. The stove should be turned off at the end of the day.
- There is a room in the cabin with a sink and a washroom. The water is not turned on in winter so it is important that no skiers go in there. Block off the door to prevent skiers from entering it. Consider using the room for storage of bananas and honey so they don't freeze.
- A garbage can should be placed inside the cabin for skiers
- The deck of the cabin may need to be shovelled and salted/sanded.

Specific Tasks for Volunteers

- Ensure that skiers keep off the circular road (keep it free for traffic).

Checkpoint # 6 – Sunday Start - Montebello

Location:

- Denis Marcotte's warehouse, 790 Route 323 at Chemin St Hyacinthe, Montebello
- N45° 39' 53.3", W74° 57' 00.5"
- Same site as Gold Camp, but in a slightly different place

Landowner

- Denis Marcotte, cell (819) 923-9699

Communications:

- Commercial radio – 1 (Transmits and receives with the Ripon tower located at 312° true)
- Strong cell phone coverage

Specific Tasks for Checkpoint Leader

- Keep skiers and visitors out of the Gold Camp site. Ensure that they stay in the corral and then proceed immediately onto the trail.

Specific Tasks for Volunteers

- Provide skiers with directions to washrooms, heated areas, and buses.

Checkpoint # 6A – Saturday finish – Montebello

Location:

- École Saint Michel, 502 Rue Bonsecours, Montebello
- N45° 39' 06.6", W74° 56' 24.4"

Landowner

- ?
- Pierre Bertrand, cell (819) 923-6613

Communications:

- Commercial radio – 1 (Transmits and receives with the Ripon tower located at 314° true)
- Strong cell phone coverage

Specific Tasks for Checkpoint Leader

- Place barricades on Rue Bonsecour to prevent all traffic between Rue Napoléon and Rue Henri Bourassa
- Review the set-up of the finish line arch, outdoor music and a/v equipment to announce the arrival of each skier
- Review set-up of indoor vendor displays.

Specific Tasks for Volunteers

Gold Camp

Location:

- Denis Marcotte's warehouse, 790 Route 323 at Chemin St Hyacinthe, Montebello
- N45° 39' 53.3", W74° 57' 00.5"

Landowner

- Denis Marcotte, cell (819) 923-9699

Communications:

- Commercial radio – No (If there was a radio, it would transmit and receive with the Ripon tower located at 312° true)
- Strong cell phone coverage

Specific Tasks for Checkpoint Leader

- Install barricades to prevent visitors from driving too far into the site.
- Post a volunteer at busy times to control visitors and parking.
- **Prevent people from visiting skiers in gold camp and from bringing food and supplies to skiers.**
- On Sunday morning, the Gold Coureurs de Bois should leave at 5:40. It is important that this time be respected, because CP # 7 might not be ready to receive skiers if they leave earlier. Skiers leave directly from Gold Camp and do not use the Sunday morning start for tourers.
- No skiers should leave the camp after 6:00 or after the sweep. Place cones or tape across the trail at check-out to prevent other skiers from starting here.
- Make a list of any Gold skier who does not ski out in the morning and provide it to Admin-2
- After the skiers have left on Sunday morning, burn all hay
- There should always be an adult with the youths when they are working on the site, i.e. cutting the wood or carrying hay.

8. Specific Tasks for Volunteers

- Provide firewood, hot water and hay to skiers at their campsites.
- Light fires for skiers using the propane flame thrower
- Mark the camping sign on the bibs of all Gold Coureurs de Bois skiers when they check IN.

Checkpoint # 7 – Kenauk Reserve – Sporting Clay Field

Same as Checkpoint 5 except:

Checkpoint # 8 – Kenauk Reserve – Sand Pit

Location:

- Chemin Taunton, Kenauk Reserve, Montebello
- N45° 45' 48.5", W74° 50' 17.5"

Landowner

- Kenauk Nature, Bill Nowell (former CSM Board member), cell (819) 230-6620, (819) 423-5573

Communications:

- Commercial radio – 1 (Transmits and receives with the Ripon tower located at 279° true)
- There is no cell phone coverage, even with a booster

Specific Tasks for CP leader

- No private vehicles are permitted in the Kenauk Reserve.
- Cadets will be stationed at the intersection of Côté Angèle and Chemin Kenauk to stop unauthorized vehicles.
- The gate at the entrance of the Chemin Kenauk will be left open all day.
- Part of Chemin Taunton between Lac Poisson Blanc and the checkpoint is narrow and does not allow two-way traffic. Buses will be instructed to communicate with each other using their own radio system to ensure that two buses don't meet on the road.

Specific Tasks for Volunteers

- When the CSM runs north/westward, weigh the backpacks of all silver Coureurs de Bois skiers as described in the General Instructions above.
-

Checkpoint # 9 - Boileau

Location:

- 735 Chemin Maskinongé, Boileau
- N45° 52' 56.8", W74° 45' 54.9"

Landowner

- Yan Montpetit

Communications:

- Commercial radio – 1 (Transmits and receives with the Ripon tower located at 253° true)
- Good cell phone coverage, but a booster helps.

Specific Tasks for Checkpoint Leader

- Ensure that the turning circle for buses is adequately plowed and level for buses to move without getting stuck.
- When the CSM runs south/eastward, weigh the backpacks of all silver Coureurs de Bois skiers as described in the General Instructions above.

Checkpoint # 10 – Arundel

Location:

- 2 rue du Village, Route 327, Arundel
- N45° 57' 59.8", W74° 36' 58.5"

Landowner

- Municipality of Arundel

Communications:

- Commercial radio – 1 (Transmits and receives with the Ripon tower located at 246° true)
- Good cell phone coverage without the need for a booster

Specific Tasks for Checkpoint Leader

- Skiers must take off their skis and walk on the sidewalk from the check-in to the checkpoint and then to the check-out. Install cones to keep the skiers on the sidewalk and all crossing at one point in front of the Arundel Provisioning general store.
- The small building beside the skating rink with washrooms is not available to skiers.
- The trail into the checkpoint belongs to the Arundel Outdoor Club and is used by CSM with their permission. The President is Anne Poirier.
- The trail leaving the check-out is part of the Aerobic Corridor and is a snowmobile/quad trail in winter operated by Club de motoneige Diable et Rouge. CSM has their permission to use the trail for the day and they will have club members present to tell snowmobilers to drive slowly beside the skiers.

Checkpoint # 11 – Saturday Start – Miller Quarry

Location:

- 219 Route 327 (Route de Crystal Falls), north of Arundel
- N46° 01' 15.8", W74° 37' 07.2"

Landowner

- Miller Gilbert et Fils Ltée, 90 Rue du Village, Arundel, (819) 687-9160

Communications:

- Commercial radio – 1 (Transmits and receives with the Ripon tower located at 240° true)
- Good cell phone coverage without the need for a booster

Specific Tasks for Checkpoint Leader

- This is a new checkpoint location. Refer to the CP diagram for general guidance but setup the site using your best judgment.

Sunday Banquet – Lachute

Location:

- École Polyvalente Lavigne, 452 Avenue d'Argenteuil, Lachute

Landowner

- ?

Communications:

- No commercial radio provided
- Good cell phone coverage without the need for a booster

Specific Tasks for Checkpoint Leader

- All skiers who finish at CP1 in Parc Richelieu are transported by bus to this location.
- Skiers then have access to showers, baggage, the banquet and inter-city buses
- Be familiar with the site layout, and be prepared to offer directions to skiers and visitors.