



Mount Cain Alpine Park Society  
P.O. Box 1225  
Port McNeill, BC  
V0N 2R0

**2018/2019 Season**  
**MINUTES FOR THE MOUNT CAIN ALPINE PARK SOCIETY Annual Planning MEETING**  
**May 11, 2019**

The Mount Cain Alpine Society acknowledges this meeting is taking place on the territory of the Kwakwak'wak First Nations and the traditional territory of the Tlowitsis, Ma'amtagila and 'Namgis First Nations.

**Location: Mount Cain Kapitany Lodge.**

Agenda:

1. Communication between board members.
2. Financial update
3. Water Update
4. Old business
  - a. Action items from previous board minutes (have been woven into director reports for this meeting)
5. New Business
  - a. Directors reports
  - b. Set the operation schedule for the 2019/20 ski season

Call to Order at: 9:10am Meeting Chaired by Eric Sprenger	
Call for Additions to Agenda – added as director reports.  Motion to Adoption of the Agenda as Circulated. M: Pete D S: Rob W Motion: CARRIED	<b>Motion: CARRIED</b>
Motion to adopt the Meeting Minutes from March 30 <sup>nd</sup> 2019 as circulated M: Dean D S: Jeff G <b>Motion: CARRIED</b>	<b>Motion: CARRIED</b>

Directors	Director	Executive Role	In Attendance
1. Eric Sprenger	Tech Support	Chair	
2. Neil Borecky	Promotions	Vice Chair	
3. David Mazzucchi	Snow School & Ski Shop		
4. Erin Pickering	BC Society Act	Secretary	
5. Greg Muirhead	Patrol		NO
6. Pete Davidson	Buildings & Construction		
7. Dave Howich	Operations- Groomers		
8. Rob Burgess-Webb	Human Resources		
9. Mike Green	Operations- Road/Generators/ Bus		
10. Dean Davidson	Operations- Lifts		
11. Jeff Gaetz	Director At Large - Trailer Park		
12. Alec McBeath	Administration		

13. Darryn McConkey	Grant Applications		
14. Max Oudendug	Hospitality		NO
15. Sarah Poole	Occupational Health and Safety	Treasurer	

### 1. Discussion about Communication.

- a. As there will be a lot of required communication for the preparation of the ski season; Eric Sprenger will be stepping down as chair person.

**MOTION: Neil Borecky vice chair become acting chairperson for the remainder of this season.**

**M: Erin P S: Darryn Mc**

**MOTION: CARRIED**

- b. Directors are encouraged to communicate when they will be unavailable this off season so that we can better support each other/ ensure roles are filled and responsibilities fulfilled.
- c. Email Communication:
  - i. Time sensitive discussions and motions can be done by email.
  - ii. Quorum is made up of any 7 directors and required.
  - iii. We appreciate that directors have been using email only for the most pertinent of issues.
  - iv. Please try to check your email at least weekly.

### 2. Financial Update: Presented by Eric Sprenger

- Lift ticket and Accommodation sales were up from last year, despite conditions.
- Membership numbers increased, almost double.
- Expenses: Wages were up due to the addition of some paid positions in a variety of departments.
- **Net income: \$52,000 for the 2018/19 season.**
- \$144,000 in the bank ( -50,000 for start-up of the 2019/20 season; - 50,000 on reserve for Water project; -70,000 for committed groomer work; - \$15,000 for committed road surfacing)
- \$41,000 will be taken out of reserve for above commitments.
- Goals: No additional projects will be slated. Only necessary projects will be considered this season. Procurement of any grant funds is highly encouraged. We need to be very strategic about which projects move forward this year.
- Projects will be revisited at the February Meeting which has an operational focus.

**ACTION ITEM: Rob to confirm Staff Bonuses.**

### 3. Water/ Well Update Presented by Neil Borecky and Pete Davidson

- \$50,000 has been earmarked for this project and it is considered of the highest priority.
- Water supply project requirements: trenching, electrical conduit and tie-in building construction, pump installation;
- Gower provided engineer report to Pete and Neil.
  - o Neil will be reaching out to get a more detailed overview of the project (regarding costs and specifics of the design.)
- Well will be connected to all the necessary buildings; including Ski Patrol – which will require building lift.
- Consider roughing in conduit for any future buildings (to take advantage of the trenching being done for this project)
- **Timeline:** All work on this project should be completed prior to the AGM 2019

**ACTION ITEM: Neil and Pete to connect with Red Williams, Stewart Abernethy and Andrew Gower regarding work on this water project.**

**ACTION ITEM: Mike to connect with Neil and Pete to coordinate work for Stewart.**

#### 4. Septic Update Presented by Dean Davidson

- This is not a project for this summer. There will be no addition washrooms builds for this season.
- Regulations of sewage is based on the number of beds connected to the system.
- Current use: 21,000 litres per day.
- We have space to double our field; we would need a 10,000-gallon tank to filter out into the expanded field.
- Blueberry and Cypress have holding tanks and they are suitable for now. Any Future plans would be to their own field built.

**ACTION ITEM: Dean will create a detailed budget for upgrading the septic field in time for the AGM.**

#### 5. Action Items for the team

#### Complete?

Department Heads: Think about what the recurring bills / items are in your area == SEND THEM TO ERIC; they will be added to the calendar/system so they can be passed on to new directors.	<b>In Progress</b>
Complete and submit Criminal Record Check to Alec and Rob	<b>COMPLETE</b>
Directors are to provide a rough budget for any “wish list” projects that can be prioritized at the Planning Meeting. (and then used for Grants)	<b>COMPLETE</b>
When creating Operations and meetings schedule – be sure to include the following: <b>February Meeting will have an operational update priority</b>	<b>COMPLETE</b>
Training Day outline the agenda/plan to be created either at planning meeting or at AGM meeting for following season. Start at 9am gathering for all, DOD orientation, DOD set up in advance.	<b>IN PROGRESS</b> <b>ACTION: Sarah P to create training day outline – as per afternoon break out session.</b>
Discussion of contingency fund allocation to various departments / large scale projects	
<b>Discussion of Power Usage/ sales and an electric charging station</b>	<b>COMPLETE</b>
Radio control and distribution:	<b>POSTPONED</b> <b>Planning mtg 2020</b>
Staff accommodation – adding youth and adult rules.	
Radios on the Hill	<b>Directors will have a dedicated seasonal radio.</b> <b>COMPLETE</b>
Create an “In Kind” log - to track work/donations and credit owed to past and future donors.	<b>Max to connect with Ticket Booth and ensure log is</b>

	<b>created and maintained.</b>
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## 6. New Business:

Director Reports – including action items from previous meetings.

<b>Dave Howich: Grooming Operations</b> <b>Action Items:</b> <ul style="list-style-type: none"> <li>- Bring Gordini order up to Mountain - COMPLETED</li> </ul> <b>Update:</b> <ul style="list-style-type: none"> <li>- \$70,000 has been committed to Cat Repairs.</li> <li>- Both cats are being serviced in Calgary at Prenoth. Work is slated in June; Grant for this work will be awarded end of May if we are a recipient.</li> <li>- Dave will remain in constant contact once work begins.</li> <li>- <b>ISO DIRECTOR OF GROOMING</b> – mechanical electrical operational knowledge &amp; managerial ability.</li> </ul>	<b>Action Item: Dave and Sarah will be in contact should the budget change.</b>
<b>Dean Davidson, Lift Operations</b> <b>Action Items:</b> <ul style="list-style-type: none"> <li>- Find/ Replace missing DOD key ring from office - IN PROGRESS – ready for AGM</li> <li>- drive engine at L3 will be tuned up this summer. IN PROGRESS</li> <li>- To purchase programmable door lock for ticket booth – READY FOR Season Start up.</li> </ul> <b>Update:</b> <ul style="list-style-type: none"> <li>- Dean will be stepping down from is director role but will remain a volunteer.</li> <li>- Looking for someone to attend Lift inspection to allow for knowledge transfer - someone who is a mechanical and electrical jack of all trades.</li> <li>- <b>ISO DIRECTOR OF LIFTS</b> – mechanical electrical operational knowledge &amp; managerial ability.</li> </ul>	<b>Action Item: Dean &amp; Pete to connect regarding keys/ master key ring.</b>
<b>Mike Green, Operations – Roads</b> <b>Update:</b> <p>- Contract signed with Ministry of Transportation. Maintenance for upcoming year - \$15,000.</p> <b>Discussion:</b> <ol style="list-style-type: none"> <li>1. Bus discussion: <ul style="list-style-type: none"> <li>- Large bus needs significant work before runs. Large Bus is best option in the snow/conditions.</li> <li>- Little bus requires some work to run for next season; life of bus is only one to two more seasons likely. –A rack build for gear will be investigated.</li> <li>- Board recognize and appreciate the efforts of Pete our principle Bus Driver.</li> <li>- Hard to find a Bus Driver. <b>ISO BUS DRIVERS</b></li> <li>- Ridership \$by donation - average around 8-9 riders. (including staff)</li> </ul> </li> </ol>	<b>MOTION: CARRIED</b>

<ul style="list-style-type: none"> <li>- Regional District is very supportive of our bus service and connects to north island &amp; this helps with accessibility to hill.</li> </ul> <p><b>MOTION: Liquidate the Large Bus Asset.</b>  <b>M: Neil; S: Jeff G</b>  <b>MOTION: CARRIED – 1 nay.</b></p> <ol style="list-style-type: none"> <li>2. Grader: Budget to put 14G in rebuild shop for preventative maintenance. - Have discussed with mechanical rebuild shop about preventative maintenance program for grader this off season. They were positive to suggestion. (Estimated \$25,000 for preventative maintenance –engine and hydraulic pump in good condition. <ul style="list-style-type: none"> <li>- Based on budget constraints of this season; Grader work is now “Wish List” unless grants are received.</li> </ul> </li> <li>3. Pickup: <ul style="list-style-type: none"> <li>- Long term viability of Mt. Cain pickup. - Mt. Cain pickup has had some maintenance money spent on repairs this season and may require more for reliability.</li> <li>- Board should consider viability of current vehicle and longer-term need – this truck is not a long-term solution.</li> </ul> </li> <li>4. Revisit motion to put \$15,000 in road resurfacing. <b>CONFIRMED</b></li> <li>5. Prep for AGM/Work party. <ul style="list-style-type: none"> <li>- Sub committees will create training day, and operations/meeting/ work party outlines at the planning meeting.</li> </ul> </li> <li>6. Magic Mondays – School Discussion <ul style="list-style-type: none"> <li>- Could we put it out to schools/organizations that there is room for more intermediate/advanced skiers, to improve/increase traffic on Mondays. – there would still be a dedicated ski school group; but could support skiers that do not need lessons. <b>ISO SNOWBOARDING INSTRUCTOR FOR MONDAYS</b></li> </ul> </li> </ol>	<p><b>ACTION: Grader preventative work will be revisited if Grants are received, otherwise Grader is priority item for 2020.</b></p> <p><b>ACTION: Mike to create Grader list of maintenance items and budget and send to Darryn as necessary.</b></p> <p><b>ACTION: David M – to reach out to school groups about brining skiers that do not require lessons.</b></p>
<p><b>Neil Borecky, Promotions; Vice Chair</b>  <b>Action Items:</b></p> <ul style="list-style-type: none"> <li>- Send thank you to West Coast Helicopters for involvement in Kidsfest COMPLETE</li> <li>- Website: include working accommodations payment page/options IN PROGRESS</li> </ul> <p><b>Discussion:</b></p> <ol style="list-style-type: none"> <li>1. Website: <ul style="list-style-type: none"> <li>- Most important aspects: Snow Report; Weekly events, Accommodation availability.</li> <li>- There was an issue with batch emails – which has been fixed.</li> <li>- Currently there are links to Snow-Forecast and ShredFX which are the most reliable.</li> </ul> </li> </ol>	<p><b>ACTION: Neil will work with Caretaker to set up a daily blog structure for Snow Report.</b></p>

<ul style="list-style-type: none"> <li>- <b>Potential Solution:</b> include above links and then have a daily update created by our caretaker.</li> <li>- Online Accommodation booking and payments is coming.</li> </ul> <p><b>MOTION: Neil to “bolt on” Snow update including external links and daily update and include online accommodation booking to current website.</b></p> <p><b>M: Sarah P; S: Dean D</b></p> <p><b>MOTION: CARRIED</b></p> <p>3) Year-round operations. Nice in theory but: do we have the volunteer base to conduct this before we rush headlong into it? fire hazard and fire-response? what resources can and will the Regional district provide? Consider how the board would function off the summer?</p> <p><b>DISCUSSION POSTPONED UNTIL FEASIBILITY STUDY IS COMPLETE</b></p>	<p><b>ACTION:</b> Eric check into snow phone – was it cancelled as per motion at previous meeting.</p> <p><b>ACTION:</b> Neil to collect proposals for a rebranding of website in the future.</p>
<p><b>Darryn McConkey, Grants</b></p> <p><b>Update:</b> Feasibility study in progress. Expect Callum to reach out to directors he needs information from different directors. Expect report in September.</p> <p><b>Discussion:</b></p> <p>1) Upcoming Grants - review and identify priorities – BC Gaming Grant annual award – capital projects grant&gt; good for building and repairs – match up to 50% -- deadline July 31<sup>st</sup>. Project completed within three years. Potential items: grader repair; ski patrol bathroom; septic field upgrade. Sports grant &amp; Public Safety grants also available. Regional Tourism Grant - \$2,500 – could be used for help with website.</p> <p>2) Clean Energy grants - research-to-date – Clean BC; Bullfrog Power; Haikai Energy Solutions – for conversion from diesel to alternative forms (Solar; Wind; efficient generators etc.) Could conduct energy feasibility study.</p> <p>3) Update on submitted grants –MEC grant will be awarded end of May</p> <p>4) Discussion on Business sponsorship opportunities – could be a small revenue generation. – we would want this to be done tastefully without corporate takeover on the hill. - ideas: corporate season pass – made up of multiple day tickets for use by that staff of that group. - corporate sponsorship signage on the ski bus</p>	<p><b>ACTION:</b> Darryn will upload some Hakai information to Shares drive.</p> <p><b>ACTION:</b> Darryn to connect with Hakai regarding what info. they require for study. – and then create log of generator use.</p> <p><b>ACTION:</b> Darryn apply for BC Gaming grant for septic upgrade and washroom installation.</p> <p><b>ACTION:</b> Darryn to draft season pass and ski bus corporate sponsorship proposal.</p>
<p><b>Sarah Poole Occupational Health and Safety, Treasurer</b></p> <p><b>Action Items:</b></p>	<p><b>ACTION:</b> Directors to tell managers/staff to remember to PRINT your name when</p>

<ol style="list-style-type: none"> <li>1. Develop actuals for departments - IN PROGRESS working with Bookkeeper Jaclyn</li> <li>2. Collect employee keys and cash register - COMPLETE</li> <li>3. Updates to financial management – regarding signing authority. Add Jaclyn Emery and Mike Green <ul style="list-style-type: none"> <li>- Looking at upgrading to direct deposit and online bill payment.</li> <li>- -- ability to have co-signers online is possible</li> <li>- -- would be for routine payments etc.</li> </ul> </li> </ol> <p><b>MOTION: Add Jaclyn Emery as a signing authority for the Mount Cain Coastal Community Credit Union and CIBC accounts.</b>  <b>M: Sarah P S: Dean D</b>  <b>MOTION: CARRIED</b></p> <p><b>MOTION: Add Jaclyn Emery to online banking authority with CIBC and Coastal Community Credit Union.</b>  <b>M: Sarah P S: Dean D</b>  <b>MOTION: CARRIED</b></p> <ol style="list-style-type: none"> <li>4. PDF the OHS policies and upload to team site – IN PROGRESS</li> <li>5. Bump Shack replacement L4 <ul style="list-style-type: none"> <li>- this is an area of concern for Health and Safety.</li> <li>- Balcony needs to be addressed at next work party. – Safety issues</li> </ul> </li> </ol> <p>Problem: work must be done in the winter or with a machine because it is hard to access space.  Potential Solution: take materials up on closing weekend and do the work after the melt. – Action Item</p>	<p>using Mt. Cain accounts or credit.</p> <p><b>MOTION: CARRIED</b></p> <p><b>MOTION CARRIED</b></p> <p><b>ACTION ITEM:</b>  Neil to connect with Volunteers to help with Bump Shack improvements.</p> <p><b>ACTION ITEM:</b>  SARAH - Move discussion of Bump Shack improvements to be held at February Operational meeting.</p>
<p><b>Eric Sprenger, Chair and Tech Support</b>  <b>Action Items:</b></p> <ul style="list-style-type: none"> <li>- Provide Laptop to Ski Shop to upgrade cash registers. This will improve tracking of sales. – IN PROGRESS</li> <li>- Draft communications/ guidelines for director role and responsibility. – IN PROGRESS</li> <li>- To update Kapitany plaque with 2018/19 award recipient and mail out certificate to recipient. – IN PROGRESS</li> </ul>	
<p><b>Jeff Gaetz, RV Park &amp; Special Events</b>  <b>Action Items</b></p> <ul style="list-style-type: none"> <li>- Connect with Neil to get feedback from Trailer park regarding rental agreement. COMPLETED</li> <li>- Draft 2019/20 rental agreement - IN PROGRESS</li> <li>- Receive and ensure payment of Kidsfest Helicopter rides from West Coast Helicopters - IN PROGRESS</li> </ul>	

<ul style="list-style-type: none"> <li>- Get in touch with key donors in advance of ski season during their buying so they can help us out best - IN PROGRESS</li> <li>- -- Blue toque, Ski tuk hut. Sports Expert, Breweries, The Shed, Hoyne, Kindred, Ryders, Cumberland Brewing Company</li> </ul>	
<p><b>Rob Burgess Webb, Human Resources</b></p> <p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>- confirm \$1 per transaction of the Cash Machine goes to Mount Cain. – COMPLETE</li> </ul> <p><b>MOTION: Cash Machine should be removed effective immediately.</b></p> <p><b>M: Alec M S: Pete D</b></p> <p><b>MOTION: CARRIED</b></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>- Wage expenses were quite high this year as we tested some new paid roles.</li> <li>- In Camera: 2:54pm Out of Camera 3:07pm No Motions.</li> </ul>	
<p><b>Max Odendug, Hospitality Report Submitted by Email</b></p> <p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>- Contact interested wedding party and decide. – IN PROGRESS</li> <li>- Improvements to booking system – development on standard form. - COMPLETE VIA WEBSITE IMPROVMENTS.</li> <li>- Considerations for tenting and camping spaces – during the winter season (to avoid parking lot congestion) - COMPLETE</li> </ul> <p><b>Updates:</b></p> <p>1) Ticket Booth: smooth overall operation this year. Great Manager in Kaitlyn. No real recommendations if she's coming back. Biz as usual.</p> <p>2) Accommodations: another basically full year for accom, Aysha did a great job in the pre-season, dealing with bookings etc. to get things 95% full.</p> <p>An automated or semi-automated accommodation booking system. I'm not sure this is still in the cards for the upcoming season, but I'm all for it if possible. May be something that Neil can add to our website but may be something that has to wait until we upgrade our site, which has not been deemed a priority for this year.</p> <p>3) Cafe: Food service and customer service was great. Rent collection was troublesome. Suggestion: pay weekly rather than monthly. Recognize first year of contract generally has growing pains. Possible solution: Post Dated Cheques from café vendor.</p> <p><b>MOTION: Jamie Turko will get first right of refusal to the 2019/20 operating season on the condition that he provide postdated cheques for rent. And acceptance of contract to be completed before June 30<sup>th</sup>, 2019</b></p> <p><b>M: Neil S: Darryn M</b></p> <p><b>MOTION: CARRIED</b></p>	<p><b>ACTION ITEM: Max to confirm with Jamie that he wants the</b></p>



	Café contract for the 2019-2020 season.
<p><b>Greg Muirhead, Ski Patrol - Absent; report submitted by email. – discussions postponed.</b></p> <p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>- Storage replacement for ski patrol</li> <li>- How to deal with the “clubs” and people on the hill after ski patrol has swept/ groomers are out working</li> </ul> <p><b>Update:</b></p> <ul style="list-style-type: none"> <li>- Paid patroller positions were a tremendous help this year. Added consistency to Monday school groups as well as professional first aid attendants on throughout the night. The new addition of three paid patrollers was not without growing pains and opportunities to do better. Moving forward we will keep the positions but with modifications. Such modifications are as follows: Evening first aid attendant on stand by. Reduce the number of paid positions from three down to two on per weekend. -Ski patrol building upgrades will have to wait until sewer and water upgrades have been done.</li> <li>- Water is still a major priority to the Trauma room, but expansion can wait until a further time -High volume of on hill incidents this year. Call volume has been going up steadily as the mountain is seeing more and more visitors. Will have full report of incident numbers at the AGM.</li> </ul>	<p><b>ACTION ITEM:</b> have Greg create a clear schedule for paid patrollers for next operating season.</p> <p><b>Action: Water to Trauma room remains priority.</b></p>
<p><b>David Mazzucchi, Ski Shop</b></p> <p>Discussion:</p> <p><b>Update:</b></p> <ul style="list-style-type: none"> <li>- Snow school is in good shape for next year but ISO a regular Monday Snowboard instructor.</li> <li>- Ski Shop will need to restock before opening next season as inventory is depleted.</li> </ul> <p><b>Discussion:</b></p> <ol style="list-style-type: none"> <li>1. Lifetime memberships – Discussion and award of possible recipients. Thank you letters will be sent to our distinguished volunteers.</li> <li>2. Board Structure Discussion <ul style="list-style-type: none"> <li>- Fewer Directors? Some volunteer managers?</li> <li>- With new processes outside of mountains such as all directors on liquor licence should we be reducing the number of directors and transfer more to project managers or committees who help directors?</li> <li>- Issue of getting enough people to cover all DOD shifts and ensuring quorum at meetings and for motions.</li> </ul> </li> <li>3. DOD: have a DOD@mouncairn.com email so that info@ can forward relevant stuff to the DOD?</li> </ol>	<p><b>ACTION ITEM:</b> Chair will be responsible for thank you letters.</p> <p><b>ACTION:</b> Eric to change voicemail to</p>

<ul style="list-style-type: none"> <li>- The info@ and the phone messages are often used to pass along message or information for the DOD – but there isn't currently consistency in checking</li> <li>- Possible Solution: Voicemail will now ask people to contact <a href="mailto:ticketbooth@mountcain.com">ticketbooth@mountcain.com</a> instead of info at so that messages can be delivered and issued handled in a timely fashion</li> </ul> <p>4. Aggressively market "WIFI and cell phone free zone"</p> <p>5. Additional Income Generation Ideas</p> <ul style="list-style-type: none"> <li>- Rather than a just a tube park climber's right of the bunny hill, develop a tube park with ski in/ski out cabin/ tiny home lots for rent.</li> <li>- Tiny Homes or lots on hill or in collaboration with the 'Namgis nation?</li> <li>- Create a weekend price for accommodations – three nights standard.</li> <li>- <b>Discussion to be revisited after feasibility study has come back.</b></li> </ul> <p>6. Summer groom the Bunny hill and lower Face every year.</p> <ul style="list-style-type: none"> <li>- Just need a little "bush hog" to complete this task – rental option – to help keep bushes low. Previously Strategic has helped with this.</li> </ul> <p>7. 5-year Plan North Island Tourism</p> <ul style="list-style-type: none"> <li>- Plan was shared with Mount Cain to gain support for their plan, which we did support with some suggestions to ensure inclusion of winter recreation.</li> </ul> <p>8. MEC Grant – summer application - apply for a grant to create snowshoe trails. To connect with Ministry of forest lands and resources operations and rural development creation of recreation sites and trails.</p>	<p>forward phone messages to ticket booth email.</p> <p><b>ACTION: Neil to market the cell phone free zone of Mount Cain.</b></p> <p><b>ACTION: Neil to reach out to Strategic.</b></p> <p><b>ACTION David and Darryn to connect regarding MEC summer grant application.</b></p>
<p><b>Erin Pickering, Secretary</b> <b>Discussion:</b></p> <p>Discussion of Drones – review of current laws and determine if Cain needs additional policies in place. Here is link to current regulations <b>For full list of rules visit:</b> <a href="https://www.tc.gc.ca/en/services/aviation/drone-safety/flying-drone-safely-legally-current-rules.html">https://www.tc.gc.ca/en/services/aviation/drone-safety/flying-drone-safely-legally-current-rules.html</a></p> <ul style="list-style-type: none"> <li>- Directors should be aware of rules in case there are any issues.</li> </ul>	<p><b>ACTION: Erin to remind directors of current laws at the first meeting the new season.</b></p>
<p><b>Alec McBeath, Administration</b> <b>Action Items:</b> Review Last Call language:</p>	

<ul style="list-style-type: none"> <li>- Café last call is based on the contract, not the liquor license. Last call in the café is 10:30 and sales stop at 11pm to coincide with quiet time.</li> </ul>	
<p><b>Pete Davidson – Buildings and Construction</b>  <b>Update:</b></p> <ol style="list-style-type: none"> <li>1. Long range plan for all the building assets of MCAPS. Developing an inventory with ages and stages of all structures. I have been working with my predecessor Lance Karston to develop this and ultimately create a spreadsheet that is calendar based to help develop a maintenance schedule.</li> <li>2. Generating a capital project budget that will highlight future needs for the mountain. The goal here would be that each director will have access and add various projects with timeline and budget numbers.</li> <li>3. Pete is available to connect with Neil regarding completion of the water project and how it pertains to buildings and construction.</li> </ol>	<p><b>ACTION:</b> Pete will create an inventory of all buildings and develop a planned maintenance schedule.</p> <p><b>ACTION:</b> Pete and Eric to connect regarding reoccurring items for the calendar.</p> <p><b>ACTION:</b> Pete &amp; Mike to connect with Neil regarding Water project and best use of resources.</p>
<p>Additional Agenda Items:</p> <p>Presented by Darryn:</p> <p>Accommodation during the winter season, but when lifts are not spinning. (Midweek)</p> <ul style="list-style-type: none"> <li>- It is covered by insurance</li> <li>- We would need a caretaker on site and access to a phone for emergencies.</li> <li>- Also requires Road to be accessible</li> <li>- If we show revenue for a year that we are not open or haven't opened yet, then this is a COST to us based on Insurance.</li> <li>- Midweek: the stand-alone accommodations Cypress and Blueberry - could work like a back-country hut) could be potential revenue generators - there has been interest by some outside organizations.</li> <li>- RISK – this means that people arriving for Saturday morning are no longer getting fresh snow from the week.</li> <li>- This idea would best be considered if we needed to close early – then could we keep the bookings for the accommodations?</li> <li>- Perhaps this is a conversation best suited for Christmas time when/if we do not open (these ideas stem from the late opening season 2017-18</li> <li>-</li> </ul> <p>This conversation will need significantly more discussion and we are not prepared to do so at this time.</p>	

Operating Schedule for the 2019/20 season

\*Director Meetings occur the first Saturday of each month at 4pm.

**AGM and Work Party** - Third Saturday of September - September 21<sup>st</sup>

**Training Weekend** – Saturday November 30 & Sunday December 1<sup>st</sup>

Opening Weekend – Saturday December 7<sup>th</sup>

Sunday December 8<sup>th</sup>

Saturday December 14

Sunday December 15

Monday December 16 – Tentative School Group & Lower Mountain open

Christmas Operations

Saturday Dec 21

Sunday Dec 22

Monday Dec 23 – full operation

Friday Dec 27 inclusive to Monday Jan 6<sup>th</sup>

Saturday Jan 11<sup>th</sup>

Sunday Jan 12

Monday Jan 13 - School group & lower mountain open

Saturday Jan 18 --- **Cain Cup Race**

Sunday Jan 19

Monday Jan 20 – School group & lower mountain open

Saturday Jan 25

Sunday Jan 26

Monday Jan 27 – School group & lower mountain open

Saturday Feb 1\*

Sunday Feb 2

Monday Feb 3 – School group & lower mountain open

Saturday Feb 8<sup>th</sup> – **Back Country Fest**

Sunday Feb 9<sup>th</sup>

Monday Feb 10 – School Group & lower mountain open

Saturday Feb 15

Sunday Feb 16<sup>th</sup>

Monday Feb 17<sup>th</sup> -Family day – FULL mountain open.

Saturday Feb 22

Sunday Feb 23

Monday Feb 24 – School Group & lower mountain open

Saturday Feb 29

Sunday Mar 1\*

Monday Mar 2 – School Group & lower mountain

Saturday Mar 7 - **Tele fest/Viking fest**

Sunday Mar 8

Monday Mar 9 – School Group & lower mountain open

Saturday Mar 14

Sunday Mar 15

Monday Mar 16 inclusive to Monday Mar 23 – Spring Break – Full mountain operation

Saturday Mar 21 – **Kidsfest**

Friday Mar 27

Saturday Mar 28

<p>Sunday Mar 29  Monday Mar 30 – School Group &amp; Lower mountain open  Saturday April 4 - <b>Cypress Cup Race</b>  Sunday April 5  Monday April 6 – Last School Group &amp; lower mountain open  Friday April 10 – Full operation  Saturday April 11 - Last day for Season  ~Sunday April 12 - Staff appreciation morning Clean up Afternoon  Saturday May 2 – Tentative Planning Meeting.</p> <ul style="list-style-type: none"> <li>- The operation days are confirmed</li> <li>- The event dates are subject to change</li> </ul> <p><b>MOTION: To approve the operating schedule with tentative events.</b>  <b>M: Neil S: Alec M</b>  <b>MOTION: CARRIED 1 abstention.</b></p>	
<p>Items that must be dealt with before AGM</p> <ul style="list-style-type: none"> <li>- Clear plan for the AGM – with dates and roles</li> <li>- Clear plan for Training Day weekend - including training for Directors.</li> </ul>	<p><b>ACTION: Neil will create and distribute newsletter prior to AGM – to remind membership of happens.</b></p> <p><b>ACTION: Newspaper ad for AGM</b></p> <p><b>ACTION: Sarah will create a schedule for the work party and the training day.</b></p>

Next Meeting: Annual General Meeting September 20<sup>th</sup>, 2019.

**MOTION TO ADJORN**

**M: Neil S: Sarah**

**MOTION CARRIED**

Adjourned at: 5:44pm