

**Mt. Cain Alpine Park Society (MCAPS) Annual General Meeting
19 September 2014**

- Directors Present:**
1. Neil Borecky
 2. Lance Karsten
 3. Rob Salsman
 4. Rob Burgess-Web
 5. Kristi Walker
 6. Jason Stevens
 7. Dave Purden

Absent:

8. Dean Davidson
9. Wendy Ravai
10. Don Mancell
11. Stuart Abernethy
12. James Thomas
13. Trevor Hatelt
14. Eric Sprenger
15. Trish Ward

- Minutes:** Janet Rygnestad
Present Members: _____ members signed in on attendance sheet
Guests: Jennifer Lash, Treasurer (non-voting)
 Wendy Knudson (non-voting)

Meeting commenced	Call to order 7:30 p.m. Neil Borecky Chair of the 37th AGM of MCAPS
Thanks	Neil thanks the following: ICET, Regional District of Mount Waddington, Campbell Wilson and Linda, Rainbows Family, Helen and Casey Brown, Don Mancell, Warkentins, Cindy and Caindawg, , CBC for radio coverage, Abernethy Contracting, Keiwet Construction, Peter Curtis, Wendy and Bob, the Howich Family, Peter Knott, Sharon Shraud, Weather station Bill
Introduction of Directors	Neil introduces the directors.
Review AGM Minutes 2013	Motion: Adopt Sept 20, 2013 AGM meeting minutes. Motion: Dominique Lenoand 2 nd / Rob Salsman Carried/Minutes Adopted
Business from last AGM	None
Financial Report for year ending April 2014	o Jennifer Lash Motion: adopt the financial report: Neil Borecky 2 nd Cindy Adams Carried. Financial Report accepted as presented.

Constitution	<p>Don, Wendy and Andrew were on a committee formed in 2012/2013 to update the constitution to a digital form and update the language and bylaws where needed. This was completed and a draft was reviewed by the board prior to the AGM last year. The new draft was presented at the AGM for a 1 year review. The new and old constitutions were made available through info@mountcain.com. for review and comment. This was also sent by email and newsletter. One person sent in comments which were received and addressed by the board through email and recorded in the June 2014 meeting minutes. There were two concerns.</p> <ul style="list-style-type: none"> ○ The removal of bylaw 22 was not supported: this bylaw said that if a member missed more than 3 meetings without reasonable excuse they would be removed from the board. It was determined that reasonable excuse was too vague and as such 22 remained removed from the bylaws. ○ Voting on the number of directors being a society vote vs a board vote. It was decided to stay as a board vote as the board is more aware of the work to be done on the hill. <p>Lance and Cindy Adams brought up that members were not notified of the vote on this resolution either on this agenda or on the web. Campbell brought up that it was discussed last year that it was to be distributed and members notified.</p> <p>Cindy Adams would like to know if notices and newsletters can be sent out by mail since some members do not like to receive them via email.</p> <p>Jen Lash suggested that on a family membership there's an option to have more than one space for email distribution.</p> <p>Neil Borecky stated that it has been open for comment for a year, since the previous AGM.</p> <p>Vote on this has been tabled until 2015 AGM.</p>
Director's Reports	<ul style="list-style-type: none"> ○ Neil Borecky (Year 2 of 2), Advertising and Promotions <ul style="list-style-type: none"> - Noted numerous community media organizations that we've been involved with. Snow shows (eg MEC) have been very successful. Warren Miller and BMFF have also been successful. - Facebook is going well – can use metrics to see how many people have viewed the page. - \$250 for half page ads in North Island newspapers. Using these sparingly. - Westjet features – have approached them. - Blue Toque and Lighthouse Brewery have provided free promotions last year. - Janet has taken on Twitter account. @SkiCain - Open to suggestions from the members.
	<ul style="list-style-type: none"> ○ Trevor Hatelt (Year 1 of 2), RV Park <ul style="list-style-type: none"> - Report as stand alone document – see attached.

	<ul style="list-style-type: none"> ○ Lance Karsten(year 2 of 2), Buildings <ul style="list-style-type: none"> - Last fall working on upgrading/replacing to propane facilities in existing areas at base to reduce electrical load. Also changed over heaters in L2 and L4. Checked systems in cabins and patrol (see stand alone report for additional details) - Safety control contractor from Courtenay hasn't come up yet. - New stairs and railings on rental cabins. - Refrigerators put into old lodge and Kapitany. - Pulled out microwaves due to potential for overload of gen sets. - Staff housing: need identified mid-last season to get staff out of Kapitany and upper floor of lodge, difficult to monitor when spread out. Kiewit approached Stuart offering their modular units for free; Regional District gave them a tax receipt for \$200,000. Staff will be charged a nominal fee per night to reduce our operating costs – fee has not been determined yet. Looking for 3-4 people on a committee to take on the organization of this space. <ul style="list-style-type: none"> ○ Donation came in July, lots of work has been done by volunteer labour to dismantle the buildings and associated structures to prepare for it to be moved, then set in place, roof built. Approx 1200 volunteer hours for labour alone. Siding and labour to install has been donated by three cabin owners. ○ Still need to finish roof structure, decks, wiring, plumbing, etc. Asked for additional volunteers. - Campbell: moving staff makes more retail space available for revenue generation.
	<ul style="list-style-type: none"> ○ James Thomas(year 2 of 2), Lift Operations <ul style="list-style-type: none"> - Report as stand alone document – see attached. - Note from Cindy Adams: everyone riding the t-bar during testing must have a lift ticket on them. Available from ticket booth on that day.
	<ul style="list-style-type: none"> ○ Don Mancell (finished term...leaving), Legal (vacant) ○ Report as stand alone document – see attached. ○ Road levy on tickets to assist with maintenance and snow removal since we can't apply for funding - this should be considered in the future.
	<ul style="list-style-type: none"> ○ Eric Sprenger(year 1 of 2), Human Resources <ul style="list-style-type: none"> - Report as stand alone document – see attached.
	<ul style="list-style-type: none"> ○ Rob Salsman (year 1 of 2), Ski Shop <ul style="list-style-type: none"> - Had bindings tested by SkiTakHut techs. Many failed. Trying to source new bindings to rotate them in. Bought a binding tester for cheaper than bringing the tech up.
	<ul style="list-style-type: none"> ○ Dave Purden (year 1 of 2), Risk Manager <ul style="list-style-type: none"> - Report as a stand alone document – see attached. - Building an EHS manual. Once written we have to build a database to show what's been done to demonstrate our due diligence. - Starting this training weekend we'll be implementing these EHS policies. - Has been using Canada West's manual, WorkSafeBC, for input on developing guidelines. Would like to attend CanWest's risk course.

	<ul style="list-style-type: none"> ○ Wendy Ravai (year 2 of 2), Administration - email 2nd year of two year term. I will run again. I am responsible for dealing with the administrative requirements of the Hill and Board of Directors. My responsibilities include: <ol style="list-style-type: none"> 1. Filing Society report and updates 2. Criminal Record Checks 3. Maintaining Liquor Licence 4. Facilitating Insurance – Dealing with Gougeon 5. Managing Reciprocal agreements 6. Email 7. CWSAA requirements 8. Requests for Donations 9. Ensuring AGM is organized 10. Meeting agendas 11. Recording email decisions 12. Keeping meeting minutes 13. Maintaining and filing documentation of meeting minutes, hill business and legal forms. 14. Scheduling of events 15. Scheduling of director on duty 16. Co-ordination of hill information. In addition to these duties this year I will be: <ol style="list-style-type: none"> 1. Managing the reporting and funding with ICET – island coastal economic trust 2. Managing the reporting and funding with Coast Sustainability Trust
	<ul style="list-style-type: none"> ○ Stuart Abernethy(year 2 of 2...leaving) - Road Maintenance Director <ul style="list-style-type: none"> - Report as a stand alone document – see attached. - Neil gave high praise for his contributions over the years.
	<ul style="list-style-type: none"> ○ Dean Davidson (year 2 of 2 ..leaving) - Groomer operations <ul style="list-style-type: none"> - Not returning to the Board; will be staying on in Operations. - Report as a stand alone document – see attached. - Neil gave high praise for his contributions over the years.
	<ul style="list-style-type: none"> ○ Trish Ward – Ski Patrol <ul style="list-style-type: none"> - No report.
	<ul style="list-style-type: none"> ○ Kristi Walker (year 2 of 2) – Ticket Booth <ul style="list-style-type: none"> - Daily sales on par with previous years despite low snow year. - Reviewing ticket prices, no increases since 2009 – 2010. - Looking at hiring people who can assist in other departments. - Campbell: can tickets look at a half day rate change? - Neil: Review has been done by the Board. 75% of day pass, in line with other ski areas. - Dom: Can ticket booth be opened on Friday night for pre-sales, accommodation check-in? - Kristi: Great idea. Will review this suggestion.

	<ul style="list-style-type: none"> ○ Rob Burgess-Webb (year 1 of 2)– Events <ul style="list-style-type: none"> - Dummy Downhill/Ski Patrol BBQ Fundraiser huge success; will repeat next year. Kids Fest also went well. Busy events year. Some events cancelled due to lack of snow. - Jen Lash helped out a lot, has agreed to assist this position for one more year. - 2012 – 2013: biggest ticket sales were both on special events weekends.
	<ul style="list-style-type: none"> ○ Jason Stevens- Floating (year 1 of 2) <ul style="list-style-type: none"> - Nothing to report.
President's Report	<ul style="list-style-type: none"> ○ Surprising amount of ticket sales and support despite poor conditions ○ We need to be aware of volunteer burn out, particularly in operations. We need as members to find ways to assist them to prevent this. This is an area of weakness. ○ Dave Warkentins: no reason why those guys should be fixing the equipment in the evenings, they do so much work during the day. ○ Suggestion is to train a group of people to fix spring boxes for example. Suggestion to promote this to the membership and to assist operations in delegating the work/undertake training. ○ Let your friends know that we need assistance. ○ <i>Grant (accommodation caretaker)</i>: suggestion to have a steady groomer operator to ensure things are completed on Friday nights (eg access to cabins). ○ <i>Jen Lash</i>: suggestion to have a volunteer coordinator. Neil will take that on. Send information to him and he'll match folks up. ○ Neil put forward to the membership that Don and Cathy Mansell are made life-time members. No dissenting opinions, Cindy Adams will update the list.

<p>Review of Directors' positions</p>	<p><u>Board Members in first of two year term:</u> Rob Salsman Rob Burgess-Webb Dave Purdon Eric Sprenger</p> <p><u>Board members in second year of two year term:</u> Kristi Walker James Thomas Lance Karsten Trevor Haltelt Neil Borecky Jason Stevens</p> <ul style="list-style-type: none"> • Cindy Adams asked for clarification on Jason Steven's length of term. Neil stated that Jason came in part way through last season to cover Trish Ward who left early. • Stuart Abernethy not running again, as he will be submitting invoices to MCAPS for work under the iCET grant. Discussion about whether this was required, decided that it was even if just to avoid the perception of a conflict between his Director's position and his company. <p><u>Openings:</u></p> <ul style="list-style-type: none"> • Legal • Groomers • Roads • Ski Patrol <ul style="list-style-type: none"> • Wendy Knudson to nominate Janet Rygnestad for Patrol Director, Dom to second. • Jeff Jones to take on Legal position and secretarial duties. Dave W. to nominate, Wendy K. to second. • Neil to nominate Wendy for another term. Rob Salsman to second. • Pete Davidson put his name forward for a Director's position. Cindy Adams to nominate, Dave Warkentins to second. • Kelly McMann put her name forward for a Director's position. Discussion that she will be a "floater" with no specific duties at this time (similar to Jason Stevens). Neil Borecky to nominate, Dom to second. <p>Neil asked if anyone else wanted to run. No other names put forward therefore a vote amongst the members was not taken.</p>
<p>Other Business</p>	<ul style="list-style-type: none"> • Rick Kolich asked which Director to go to in regards to bus issues. The Board was not sure, will report back to him. • Dom asked for an updates from the last AGM regarding switching from surface water to groundwater wells. Lance Karsten answered that there is no further information to put forward at this time on this issue. • Grant asked if there could be a toboggan area developed for kids. Several members and Directors discussed how it can't be on in-bounds due to liability issues. Area that cabins are in is a different matter.
	<p>Work Party tomorrow September 21, 2014 8:00 am at lodge Lunch provided by MCAPS 12:00 pm. at Cypress / Blueberry</p>
<p>Meeting adjourned</p>	<p>Motion to adjourn the meeting at 21:30 from Neil, seconded by Kristi Walker. All members and Directors voted in favour.</p>