



Board Meeting Minutes
Thursday, January 10, 2019 – 5:30 pm
MDM Boardroom

- 1.0 Call to Order.**
 - 1.1** The meeting was called to order at 5:30 pm.
 - 1.2** In attendance – Marty Neumeier, Wendy Catonio, Casey Morris, Leigh Aris, Doreen Glavin, Gordon Lundy, Joey O’Brien, Katherine Seleski, Ben Johnstone, Kean Mitchell.
 - 1.3** Delegation – Karl and Becky Giesler

- 2.0 Adoption of the Agenda.**
 - 2.1** Casey Morris made a motion to adopt the agenda as presented, seconded by Leigh Aris, carried.

- 3.0 Approval of the Minutes from the November 08, 2018 PPK Board Meeting.**
 - 3.1** Casey Morris made a motion to approve the minutes as circulated, seconded by Gordon Lundy, carried.

- 4.0 Delegations**
 - 4.1** Karl and Becky Giesler made a presentation of their concerns related to the hiring policy and practices of PPK Ski Hill.

- 5.0 Managers Reports.**
 - 5.1 Manager of Community Services.**
 - 5.1.1** The CIP grant application that was drafted for Westcastle Ski Club was approved resulting in a grant of \$24K to develop a freestyle training course at PPK Ski Hill.
 - 5.2 PPK Operations Manager Report.**
 - 5.2.1** See Appendix A.

- 6.0 Finance Report**
 - 6.1** See Appendix A for revenue and other year to date data.
 - 6.2** There have not been any expense/variance reports received from the Municipality for the 2018-2019 ski season to date.

- 7.0 Old Business**
 - 7.1 Complimentary family passes available through the Chinook Arch Library system.**
 - 7.1.1** There are now ten passes in circulation. Several have already been redeemed for day passes.
 - 7.2 Security system purchase.**



7.2.1 The purchase of the security system has been delayed.

7.3 PPK Ski Society credit card.

7.3.1 The application for the Ski Society credit card has not yet been submitted.

7.4 Grant Updates

7.4.1 Marty Neumeier reported that there is one submitted CIP grant awaiting review and determination. He also reported that approximately half of the grant from the Make-a-Diff grant for introducing New Canadians to winter sports has been spent. Work on scheduling additional sessions is underway.

7.4.2 Joey O'Brien reported that the CFIP grant application that was submitted for a magic carpet lift was denied. He also reported that the Lethbridge Foundation has grants available in three categories that may be beneficial to PPK and that the grant applications are being developed.

7.5 Sports Club proposal.

7.5.1 See Appendix B for the full text of the proposal.

7.5.2 There was some discussion regarding how the sport club would integrate with the PPK Snow School as well as trail use allocation and management.

8.0 New business

8.1 Use of Municipal Purchase Order System.

8.1.1 Gordon Lundy inquired whether PPK is consistently using the Municipal purchase order system.

8.1.2 Katherine Seleski reported that supervisors are continuing to learn how to use the system and are using the system regularly. She also reported that there are some limitations to the system because the Municipal Warehouse operates from Monday to Friday while PPK also operates on Saturday and Sunday resulting in delays in obtaining purchase orders when replacement parts, and other emergency items, need to be ordered on the weekend. They are using the credit card when necessary to avoid critical delays that would affect operations.

8.2 Work on Municipal assets.

8.2.1 Gordon Lundy outlined the requirements for pre-approval of any renovations or changes to municipal assets such as buildings. Repairs and maintenance can be carried out as required.

8.3 Teck Sponsorship.

8.3.1 Joey O'Brien reported on the ongoing discussions with Teck Resources regarding opportunities for funding of projects at PPK and in the community. A proposal will be sent to Teck in the near future.

8.4 Summer Rail Slide.

8.4.1 Joey O'Brien presented a proposal from The Banff Rail Co. Inc. for a summer rail slide on the ski hill. See Appendix C for the power point presentation.

8.4.2 Leigh Aris made a motion to authorize PPK Management to explore the proposal with the proponent, seconded by Casey Morris, carried.

8.5 Minimum age and ability requirements for unsupervised use of PPK facilities.



- 8.5.1 Casey Morris inquired about PPK liability and safety concerns related to unsupervised children who use the PPK facilities.
 - 8.5.2 There was some discussion regarding ways to disseminate instructional safety messaging on social media with the goal of improving public safety practices and skier responsibility. All agreed that education of facility users is required on an ongoing basis.
- 8.6 Media Policy.
 - 8.6.1 This agenda items was deferred to the next meeting.
- 8.7 Drone Policy.
 - 8.7.1 A draft policy on drone use within the ski area boundary was circulated. See Appendix D. The policy will be reviewed and discussed at the next meeting.
- 8.8 Naming of the Ski Hill Road.
 - 8.8.1 Ben Johnstone reported that the municipal address for the ski hill is located at the ski patrol building at the base of the ski hill. This has resulted in numerous operational issues related to safety (EMS responses for service) and deliveries that need to be received at the ski lodge.
 - 8.8.2 The municipal road, that is used to access the ski lodge and parking lot, ends near the water reservoir. The section of the road from the reservoir to the parking lot does not officially exist.
 - 8.8.3 In order to assign a municipal address for the ski lodge, the road to the parking lot must have a municipal road designation/name. The municipal street naming policy requires that a request be submitted to Administration by a private citizen. A request was submitted in August but has not yet been approved or denied. A request for an update on the application will be taken to Administration.
- 9.0 Additions to the Agenda.
 - 9.1 There were no additions to the agenda.
- 10.0 In Camera
 - 10.1 Casey Morris made a motion to go in-camera at 8:44 pm, seconded by Leigh Aris, carried.
 - 10.2 Casey Morris made a motion to end the in-camera session at 9:04 pm, seconded by Leigh Aris, carried.
- 11.0 Adjournment
 - 11.1 Casey Morris made a motion to adjourn the meeting at 9:09 pm, seconded by Leigh Aris, carried.
 - 11.2 The next two board meetings are scheduled as follows;
 - 11.2.1 February 7, 2019 at 5:30 in the MDM Boardroom
 - 11.2.2 March 14, 2019 at 5:30 in the MDM Boardroom