



**Mount Cain Alpine Park Society
2020/21 Season
February 1, 2021 Board Meeting MINUTES**

The Mount Cain Alpine Society acknowledges that Mount Cain is located on the territory of the 'Namgis First Nations.

Our meeting is taking place virtually on Vancouver Island the territory of many Indigenous groups, we are grateful to the opportunity to live, work and play on these great lands and acknowledge all First Nations, Metis, and Inuit people who have and do call this place home.

Call to Order: 7:10pm

Meeting chaired by David Mazzucchi online Join Zoom Meeting – sent via Jen Lash.

Adoption of the January 4th Minutes

M: David Mazzucchi S: Matiss Valdmanis Motion: PASSED

Additions to the February 1st, 2021 Agenda NONE

Adoption of the February 1st, 2021 Agenda

M: David Mazzucchi S: Jared Shaw Motion: PASSED

Agenda:

1. Directors Reports & Action Items

Attendance

Directors	Director	Executive Role	In Attendance
1. David Mazzucchi	Snow School & Ski Shop	Chair	
2. Eric Sprenger	Tech Support	Treasurer	
3. Erin Pickering	RV Park	Secretary	
4. Greg Muirhead	Patrol	Vice Chair	
5. Darryn McConkey	Grant Applications		NO
6. Dean Hunchuk	Buildings & Construction		
7. Kathryn Wykes	Operations- Groomers		
8. Ken Griffith	Human Resources		NO
9. Mike Green	Operations- Road/Generators/ Bus		
10. Dave Steele	Operations- Lifts		

11. Jared Shaw	Hospitality		
12. Pete Davidson	Occupational Health and Safety		
13. Matiss Valdmanis	Special Events		
14. Alec McBeath	Administration		
15. Jen Lash	Communications		

1. Director Reports and Action Items:

Previous Meeting Action Items for all directors:

- Directors are asked to review the terms Bubble/Pod and what that means with staff. - COMPLETE
- Directors to solicit for donation of swag and then report to Matiss - **Ongoing please leave in office marked for Matiss – we are all good for hats.**
- **Mike Green, Darryn McConkey, Kathryn Wykes, Jen Lash, Alec Mcbeath to form subcommittee to create process and tracking for donations/volunteering and compensation. Jen Lash to set first meeting. - IN PROGRESS**
 - Subcommittee to liaise with Ticket booth because there is a comp pass ledger
 - Send questions around compensation to Jen Lash.
- **ACTION Communication Calendar will be created for Directors to alert Jen to events/communications needed. - IN PROGRESS**

Director of Ski Shop & Ski School, Chair - David Mazzucchi

Chair update

1. Memberships at ~1747 as of Monday Feb. 1st 2021. Weekend saw 500 lift ticket sold over the weekend.
2. Volunteer or employee to do a few surveys on who is using the parking lot, what % are actually our customers?
Action: Jared to look into survey options
3. Move to In-camera 7:15 move out of camera 7:45

Ski Shop / Snow School Update

1. Snow School – our new instructor Antonia is a good addition to the team - Welcome to her!
2. Wolfpack off to a slow start. But is now on track.

Director of Operations - Lifts, Dave Steele

ACTION -Dave Steele to connect with June Hale regarding volunteer passes. COMPLETE

Security signs. IN PROGRESS

Update:

1. Call from Branco (WorkSafe BC) regarding Covid stuff he is reaching out to businesses in his zone, – email will be sent to info@
2. Lifts – bugs have been identified and worked out; a few more parts are on order and work will continue for maintenance.
Unload pad creation has been discussed with groomers.
Customers need to be reminded that they must release the tbar in a controlled manner once around the bull wheel.
3. **HUGE THANKS TO ALL THE VOLUNTEERS AND EMPLOYEES WHO HAVE BEEN WORKING SO HARD TO GET OUR LIFT FUNCTIONAL!**

ACTION: Dave Steele to provide names of fabulous people to Jen for a public acknowledgement

Director of Events, Matiss Valdmanis

Update:

-Cain Cup was cancelled largely as a Covid-19 precaution as well as a consequence of the lower lift being down.

-Swag continues to roll in.

-The Covid-19 situation will need to be considered carefully before going ahead with any further events this season (Provincial Covid-19 case numbers are dropping).

ACTION Matiss to connect with Eric re online waiver. **IN PROGRESS**

ACTION "Jen and Matiss to coordinate Events promotions - complete – will be revisited for next potential event.

Director of Hospitality, Jared Shaw

Discussion:

1. Walkie Talkies - have been ordered.
2. Liftees are entitled to a \$20 reward if they find someone without a ticket on the lifts.
3. Stickers for positive reinforcement- "gold star" for good behaviour. Creation of "Cain Star" stickers

Motion: DOD will have Cain star stickers on hand to reward good behaviour such as dogs on leash or wearing masks etc.

M: Jared Shaw S: Eric Sprenger Motion: PASSED

ACTION Jared to upload to SharePoint an outline communication details to be provided to Jen – **IN PROGRESS**

NEW Action: Jared to connect with Megan/ Jean Luc to ensure Cain Buildings are locked.

Director of Occupational Health and Safety, Pete Davidson

No new business to report.

Action: Pete to purchase surveillance cameras. - COMPLETE

Action: Pete to look for WHMIS sheets for cleaning products. - IN PROGRESS

Action: Pete will pay attention for any health changes and how it may affect our operation. - IN PROGRESS

Director of Operations - Snow Machines, Kathryn Wykes

Update:

1. Grooming: Nothing to report as this time. Thanks to everyone for their comments, both negative and positive.
2. Snowmobiles: Looking to acquire Alec's old one. Purchase price, parts and repairs, cost ~\$3500. Best suited for Mt. Cain as it fits in with existing fleet, and is a utility/all-purpose sled. With higher-than-normal snowmobile usage, and increased maintenance and repair requirements, there soon will be a sign in/out sheet for snowmobiles to track hours and maintenance. Also working on updating snowmobile policy, SOP's, training and safety guidelines.

Constitutional Changes committee Action: - (Kathryn W, Darryn McConkey, Alec Mcbeath) to investigate our constitutional changes, processes, and practices. And update from the committee will happen later in the season. - - PLANNING MEETING

ACTION – Kathryn to connect with Dean Davidson regarding purchase of last snowmobile machine. - complete

Action – Order Grooming in progress signs - In Progress – working with Greg.

Director of Buildings, Maintenance, and Construction – Dean Hunchuk

1. COVID-19 building modifications
 - Modifications completed – if issues are identified please bring them to the attention of Dean or Jean-Luc.
2. Modifications to L1 building (VFD room re-sided & new flashing (thanks Dave Steele), new interior door with lock) - completed.
3. Modifications to generator room (extra cement board to roof/floor above the new generator muffler) - completed.
4. L4 heaters being refurbished. - IN PROGRESS
5. Propane tech still required to come up and look at issues in Kapitany (main furnace and 3rd floor stove).
6. L4 (& L2?) buildings need to be replaced (or refurbished) soon – cold and drafty. Need to keep people warm and happy. Currently looking at new window for L4
7. Fire extinguishers all being re-certified – 98% complete
8. Washrooms currently keeping up with usage.

9. Atco trailers from WFP Woss. Going to look at them but some members of the buildings committee are resistant to bringing them up – location (where do we put them?).
10. Big doors of groomer shed/shop need some screws replaced.
11. Roof of Lodge is leaking in some locations. Need to look at replacing screws with bigger ones. Damage in 3rd floor walls. -- **Work Party volunteers needed for screw replacement on the Lodge roof.**
- 12. Move in camera: 8:32 - Move out of camera 8:55pm**

Director of Ski Patrol – Greg Muirhead

Update:

1. All mountain staff is doing a great job in keeping COVID protocols in the forefront. There are extra masks at all lift stations and all patrol packs should someone need one/have lost one.

Discussion:

1. BC Ambulance Protocols for driving up to the ski hill. Responsibilities of Ski Patrol, Director on Duty and 9-1-1 Dispatch. - email was sent to board and patrol with details for operation.
Important for DOD to know the condition of the roads so that they can help make educated decisions about ambulance.
WE need to figure out what is and isn't adequate conditions – check in with grader operator and regular customers throughout the day.
Greg is working on a flow chart for DOD.
2. Uphill traffic on ridge run is no longer available. If someone is skinning/snowshoeing they must be outside the boundary. - Signage will be necessary to help alert the public -- Folks who skin up to get a head start to L3 must wait outside the boundary before traversing from L2 to L3 until 9:30 because there could be machines on the hill. There should be no public inside the boundary until the hill is open – if someone is skinning/snowshoeing they must be outside the boundary.

Director of Technology, Eric Sprenger

Update:

- 1. Budget update - see Appendix B**

Director of Operations- Roads, Generators, and Bus – Mike Green

Generators

- Working to determine load on 55kw and Cat generator to size a transformer so Cat will run everything during day.

Glading work continues.

Parking lot expansion plans completed for grant application.

Discussion Items:

Planning meeting discussion – summertime operations director.

Planning meeting discussion - Parking lot camping – organization and consider pricing.

Director of RV Park/ Secretary – Erin Pickering

No report at this time.

Reminder: The Creek at the front of the RV park is dangerous, groomers are filling in the creek but it is still dangerous

Action: Erin will get some old skis to help mark this area. Greg has ordered bundle of bamboo.

Director of Communications, Jen Lash

Update:

1. Newsletters go out on Wednesday, get items to Jen by Monday.
2. Mailchimp database has been updated.
3. **Planning meeting:** Snowmobiles in cabin land – the roads are MCAPS property, so if people are breaking rules MCAPS need to deal with. Liability and Enforcement

Director of Human Resources, Ken Griffith - absent no report submitted, no update on action items.

ACTION: Ken to connect with Megan W. regarding the lodge host roles and responsibilities.

Next board meeting schedule for: Monday March 1st online 7pm - Jen will send a zoom link prior to the meeting start time.

Meeting adjourned 9:30pm

Appendix A – Email Motions

January 26th

Motion: The Mount Cain Alpine Park Society (MCAPS) apply for a grant from the COVID-19 Resilience Infrastructure Stream (CVRIS) for the following:

- 1) Creation of a toboggan hill;

- 2) Improvements to our bunny hill;
- 3) Expansion of our parking area; and
- 4) Snowshoe trail infrastructure and improvements.

M:Darryn McConkey, S: Greg Muirhead, Vote: 14 in favour 1 abstention. Motion: PASSED

Appendix B - Budget Update

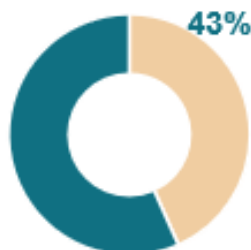
Mount Cain Apline Park Society Budget 2020-2021 Season



Publish Date: February 2021

BUDGET OVERVIEW			
	Budget	Actual	(Under) / Over
Total Revenue	\$ 425,557.60	\$ 188,869.62	\$ (236,687.98)
Accommodations	\$ 65,040.00	\$ 57,695.65	\$ (7,344.35)
Ticket Booth	\$ 252,500.00	\$ 57,060.66	\$ (195,439.34)
Ski Shop	\$ 43,000.00	\$ 11,898.94	\$ (31,101.06)
Grants & Donations	\$ 52,400.00	\$ 58,110.00	\$ 5,710.00
Other & Misc	\$ 12,617.60	\$ 4,104.37	\$ (8,513.23)
Total Expenses	\$ 529,850.00	\$ 81,865.01	\$ (447,984.99)
Maintenance	\$ 200,150.00	\$ 22,061.93	\$ (178,088.07)
Ski Shop	\$ 12,500.00	\$ 588.42	\$ (11,911.58)
Wages	\$ 172,500.00	\$ 7,388.49	\$ (165,111.51)
Fuel	\$ 55,000.00	\$ 11,005.01	\$ (43,994.99)
Other & Misc	\$ 89,700.00	\$ 40,821.16	\$ (48,878.84)
Net Income	\$ (104,292.40)	\$ 107,004.61	\$ 211,297.01
Cash Position		\$ 398,816.34	
Chequing Account		\$ 189,895.62	
Investment Account		\$ 208,920.72	

Revenue Spent



Expenses Breakdown

