



Mount Cain Alpine Park Society
2020/21 Season
March 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: March 1, 2021 @ 7:03pm

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

Adoption of the February 1st Minutes

M: David Mazzucchi S: Pete Davidson Motion: PASSED

Additions to the March 1st 2021, Agenda: None

Adoption of the March 1st, 2021 Agenda

M: David Mazzucchi S: Erin Pickering Motion: PASSED

Agenda:

1. Weekend update/reflection
2. Directors Reports & Action Items

Attendance

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

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

1. Weekend update:
 - a. The weekend was very busy. The lines are long and the snow was deep.
 - b. Currently people are camping in the helicopter landing zone – we will need create a “no camping area” for this area to ensure safety.

2. Director Reports and Action Items:

Previous Meeting Action Items for all directors:

- Donation Sub- committee: 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. - **COMPLETE – continue to contact Jen.**

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

David Mazzucchi - Chair

- DOD should announce on the Radio when they arrive on Friday and leave on Sunday.

-Record breaking profits last weekend with ticket sales and ski shop; one formal complaint about long lift lines to info@, one family asked for a refund but accepted complementary passes.

- Emergency WIFI router or purchase a satellite phone.

Planning meeting item: improved communications (internet and phone)

- New Day Lodge committee to detail the final layout of the new building, repurposing of the old day lodge and ski patrol buildings, and decide to create a tender process or hire a general contractor/project manager? Or does the entire Board want to be involved?

- Mid March meeting “New Day Lodge”.

- Planning meeting in late April, not wait until the 3rd week in May? - **Date to be confirmed at April 5th meeting.**

Discussion: hold two smaller planning sessions – make working groups for best use of time and organize based on when the items need to be handled (post season shut down/ pre-season set up)

- Can we put the paraglider policy on the Webpage? **Current policy is NO PARAGLIDING.**

David Mazzucchi Ski Shop / Snow School

- Snow School appreciates it when the midway off-loading station on the lower T-bar is groomed – no real need for bamboo?

Director of Events, Matiss Valdmanis

ACTION Matiss to connect with Eric re online waiver. **Planning meeting**

Update:

- VikingFest on March 06. No slalom race or axe throwing this year, but we will be asking for people to dress up and act like a Viking. Prizes will be given for the best dressed Viking Chieftain and Shield maiden, including a Mt Cain gift card redeemable at Cain Cafe or the Ski Shop. Donations for the Harvest Food Bank in Port Hardy are encouraged for the event - a cash donation bin will be placed in the Beer Garden by Cain Lodge, or in the ticket booth.
- Kidsfest 2021 on March 20. Scaled back Covid-friendly activities are planned, including dressing up like your favourite Disney character. Further details will follow.

Discussion:

- Camper Trailers: Tow-behind trailers take up a lot of space in the parking lot, and present hazards on the Cain road - imagine if one jack-knives on an icy Cain road down on a Sunday afternoon. Should we try to restrict their use at Cain? Large vehicles and tents are also taking up excess space.
- **CAIN STRONGLY DISCOURAGES THE USE OF TOW BEHIND TRAILERS**

Director of Grants – Darryn McConkey

1) We got the CERIP Grant!

- \$874,000 for a new day lodge
- Need to set up a planning committee ASAP - both Board and MCAPS members. Volunteers? Committee: Dean, Eric, Jen, Kathryn, David M, Jared, Greg, Matiss, Alec, Mike. Jen to facilitate the New Lodge Subcommittee. **ACTION: Jen to set first meeting**

- Two year project to complete.

2) CVRIS application submitted for MOUNT CAIN RECREATION IMPROVEMENTS:

- \$115,000 ask, \$4,000 in-kind
- expanded parking area
- toboggan hill (with lighting!)
- bunny hill recontouring
- snowshoe trail signage, markers, trail maps
- 20 snowshoes and poles
- **We will hear results within a month.**

3) ICET SCR

- Deadline for purchases is March 5, 2021
- Final Report due April 5, 2021
- \$14,390 max reimbursement (50% total costs)
- Will need financial records (receipts) for the final report to get reimbursed
 - Two excel spreadsheets on SharePoint Site
- Reminder (budget):
- EXPENSE ITEM
- BUDGET AMOUNT
- COVID related signage \$2,650
- Plexiglass to create Barriers \$3,650
- Installation of Temporary Walls and Closet \$3,980
- Additional Chairs for Common Area \$1,400
- Hot Water tank for Staff Accommodation \$1,000
- Outdoor Beer Garden \$1,130
- Storage containers \$11,200
- Total Expenditures* \$25,010 = \$12,505 (50%)

ACTION: Darryn and Eric to connect with Book keeper regarding expenses and tracking

4) Catalyst Fund

- final report template from TVI Received.
- **Action: Darryn to connect with Eric and book keeper for this fund.**

5) Community Futures loan part 2 – possibility for another \$20K loan with a \$10K forgiveness option for losses due to Covid. Need to quantify accommodation revenue loss for this season.

6) Recognition for Mark Hutchinson from UAP Napa who purchased Tier 2 corporate sponsorship.

Director of Operations - Snow Machines, Kathryn Wykes

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

Update:

Not much to report this month.

- ~Crew busy moving lots of snow.
- ~Cats are running well with no issues.
- ~T-bars are still being left at load/unload.
- ~Lots of people and dogs skinning on the hill while groomers are out.
- ~Added Alec's sled to the fleet to eventually phase out the Yamaha.

Discussion:

Idea; starting lift staff 30 min earlier to get lifts going for Patrol, and maintenance to work out any issues before open to public. We are opening late more often than not. Not helping with the long lines, and shortened operating hours for patrons.

Director of Hospitality, Jared Shaw

Action: Jared to look into survey options - COMPLETED

ACTION Jared to upload to SharePoint an outline communication details to be provided to Jen – COMPLETED

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

Update:

- Heating/stoves in Cypress/Blueberry - CO2 alarms. - there is an issue that needs to be looked at.

Taking extra long to warm up. Action: Jared to connect with Dean

- Exhaust fans/sink tap in Kapitany - need works. ACTION: Dean to look into kitchen fixes.

- Late checkout fee – folks are staying 2+hours late - \$150 late check out fee will be applied moving forward.

- Check out cleaning list

Cain Cultural Survey - find out what to folks love about Cain and how does this translate into the projects we are doing – such as the new lodge.

Director of RV Park/ Secretary – Erin Pickering

Update:

All rents fully paid and trailers fully buried 😊

Discussion:

Line Spacing

- things are getting tight, and we are standing together for approx. 30-60minutes at a time. We need to increase the SPACE OUT messaging.
- Folks are doing well with keeping masked in line, but we are bunching and that is a problem.
- Possibility of creating a Y'd line on the lower hill
- Need ticket checkers and staff to help with the line at L3.
- **Action: Ski Patrol will do some painted lines to help with L3 spacing.**

Director of Technology, Eric Sprenger

Financial Update:

Updated budget was e-mailed Sunday evening.

Cash position: (Updated on Feb 28th, 2021)

We have \$263,769.12 in our chequing account, \$208,920.72 in our investment accounts. Total cash position \$472,689.

Budget Summary: (Updated to the end of January)

This past weekend the ticket booth had \$45,482 in sales, \$39,000 of that on Friday & Saturday.

Total Revenue: \$321,000, last year at this time it was only \$232,000.

Total Expenses: \$184,000, last year at this time it was only \$313,500.

Lift outages have resulted in only \$35,000 in discounts. I don't have numbers on refunds, but it's not worth discussing as our revenue has been record setting.

Some unfortunate e-mails made it into Danielle's e-mail box this week, and she is offering to resign. Danielle has a lot going on with her real job, and unfortunately has had to work in triage mode for the bookkeeping the last month. Unfortunately, some payments haven't been made as quickly as some people would like and sadly, they decided to voice their concerns directly to Danielle, which she feels really bad about. We are going to need to find Danielle some help in the bookkeeping department ASAP, ideally someone involved with the hill and understands some of the personalities, if that can't be found we will need to limit the people who communicate directly with the bookkeeper.

Action: Kathryn and Eric to connect regarding book keeping opportunity.

Planning Meeting: Hire someone to do the payroll portion of Book keeping.

Tech Update:

20 new radios have been purchased. 6 for patrol, 6 to replace the lifties radios, and the remainder are in the cabinet. Let's try to make sure people are returning radios.

Please also keep me in the loop about and issues with radios. Some people have been purchasing radios, or having radios repaired without letting me know. It's not a huge deal but it's hard to keep track of everything when people don't communicate with me. We are also spending money to try and repair some radios that are knock-offs and are not worth even having looked at which is a waste of money.

I've been looking into options for a portable sat phone to act as a backup in case our internet or Quinsam phone line goes down. I have a few options, but I'm waiting to hear back on some rental options as that might be the most cost effective for us. **ACTION – look into lighting cables for cell phone ethernet adapting**

Season pass gift cards has been awesome!

Director of Operations - Lifts, Dave Steele

Action: Security signs. IN PROGRESS

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

Lifts: A few outstanding action items from Technical Safety BC Inspection

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. Fire extinguishers all being re-certified – **complete.**
3. Modifications to new electrical line hook up (for tying new generator into base area) – **in progress** (should be done early this month – next couple of weeks).
4. L2 & L4 heaters being refurbished. – **in progress.**
 - also having issues with replacement propane tank heaters.
5. Propane tech still required to come up and look at issues in Kapitany (main furnace and 3rd floor stove). – **in progress.**
 - this is a **huge** workload – we currently have ~25 propane appliances on the hill.
 - **I would like to propose sending Jean-Luc to a course to get him closer to being qualified to working on these important appliances.**
Action: Dean and Greg to connect regarding apprenticeship
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. – **in progress.**
7. Washrooms currently keeping up with usage.
8. Hot water installed in washrooms. – Thanks Jean-Luc.

9. Atco trailers from WFP Woss – site visit complete – trailers were in poor shape and **decision made not to acquire them.**
10. Big doors of groomer shed/shop need some screws replaced. – **in progress.**
11. Roof of Lodge is leaking in some locations. Need to look at replacing screws with bigger ones. Damage in 3rd floor walls. – **in progress (summertime or fall work party).**
12. Coyne building – new paint – **in progress (summertime or fall work party).**
13. Additional modifications to generator room (extra cement board to roof/floor above cutoffs/fuse boxes). – **in progress (summertime or fall work party).**
FSR inspection pending and will need to be an annual inspection moving forward.
- 14. New lodge!** Grant received for \$874K. Need to form small committee of board members to oversee project completion. - **see subcommittee notes above**
 - Need to finalize design and lodge location. Ski patrol members and ski shop staff should be approached to provide input into design.
 - Need to hire general contractor with project manager to oversee day to day and communicate progress with committee – suggestions?
 - Need to break ground as soon as snow is gone. My hope is to have building to lock up by next season with functioning washrooms. Finish building in second year.

Discussions:

- With current snow levels and late start to season with both lifts is there any interest in extending the season by a couple weekends?
- Lots of positive feedback for opening until 4:00pm now with longer daylight hours.
- Motion: To extend Lift schedule until 4pm on Saturdays' only for the remainder of the season.
M: Dean Hunchuk S: Eric Sprenger Motion: PASSED
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- Wolfpack feedback – clarification is needed for how long Wolfpack is? 12:00 or 12:30? Also, reports of the pack going out of bounds on the east side? We are NOT ok with this.

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

Generators

- Transformer has been delivered. Once remaining parts are delivered, installation will occur to allow cat generator, power all buildings while L1 operates.
- Project for summer to make generator room fire resistant.

Roads

- Maintenance on D8 is required. Board should consider funds for preventative maintenance program this summer on bulldozer as it is critical to keeping road open. - **PLANNING MEETING ITEM**

Glading work continues; and should be finished in next two weeks. Job well done by all of the crew!

After the board sent a letter to WFP requesting to take the visual landscape of the west bowl into account on an approved cutblock on Mt. Hapush, we had a site visit with WFP representatives to look at specific viewpoints at the top of L2 and the lower entrance. This led to fruitful discussions and they since shared visual renderings of the cutblock with possible increased amount of tree and patch retention. WFP representatives have been very open to our suggestions and input, and we need to meet with them again for more discussions. As a long-term supporter of Mt. Cain, they continue to show their commitment to our operations adjacent to their TFL and I thank them for their willingness to have meaningful discussions.

Discussion Items:

Crowding in parking lot and people choosing to travel before Friday evenings without chains are causing issues and delaying snow removal from roads. A reminder that the road is not maintained when the mountain is not open for public. People arriving early are reminded to park tightly on high side in order to minimize impact to snow clearing in parking lot on Thursdays and Fridays.

Director of Communications, Jen Lash

Weekly communications are going well with positive feedback. Hard to get every message in but we are doing our best to have covid reminders every week wrapped up in a positive message.

We have entered the Mackenzie Top Peak challenge and could win \$50,000. We just got approved today and I will develop the social media strategy. A lot of it is done with Instagram so I will coordinate with Kim.

The website has some issues. The layout is cumbersome and it is hard to add logos etc to acknowledge those that have contributed in kind support or are corporate sponsors. I will need to reach out to the contractor who developed the site to see if some of the pages can be changed.

I did 4 interviews about the new lodge announcement – CBC, Eagle FM, North Island Gazette, Island Eagle.

Director of Occupational Health and Safety, Pete Davidson

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

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

No Update at this time.

Director of Ski Patrol – Greg Muirhead

Concerns with parking overnight in the parking lot re: helicopter landing zones

Out of Bounds skiers – increasing in numbers, better signage being put up and skier education in progress

- More calls to search in past two months than in all of last year. 😞
- People are Unprepared, unfamiliar with terrain - dangerous mix.

Meeting between CSAR and Mount Cain Patrol for joint operations – will update board at next meeting

Director of Human Resources, Ken Griffith - absent no report submitted.

Next board meeting schedule for: Tuesday April 6th online 7pm - Jen will send a zoom link prior to the meeting start time.

Meeting adjourned 9:45pm