**Mount Cain Alpine Park Society**
**2020/21 Season**
**April 6th, 2021 Board Meeting** 

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

Join Zoom Meeting

https://us02web.zoom.us/j/82513675834

Call to Order: 7:03pm
Meeting chaired by David Mazzucchi online Join Zoom Meeting:

Adoption of the March 1st Minutes

M: David Mazzucchi S: Erin Pickering Motion: PASSED

Additions to the April 6th Agenda - NONE

Adoption of the April 6th, 2021 Agenda
M: David Mazzucchi S: Matiss Valdmanis Motion: PASSED

Agenda:

1. Subcommittee Reports
2. Directors Reports & Action Items

Attendance

|  |  |  |  |
| --- | --- | --- | --- |
| **Directors** | **Director**  | **Executive Role** | **In Attendance** |
| 1. **David Mazzucchi**
 | Snow School & Ski Shop | Chair |  |
| 1. **Eric Sprenger**
 | Tech Support | Treasurer |  |
| 1. **Erin Pickering**
 | RV Park  | Secretary |  |
| 1. **Greg Muirhead**
 | Patrol | Vice Chair |  |
| 1. **Darryn McConkey**
 | Grant Applications |  |  |
| 1. **Dean Hunchuk**
 | Buildings & Construction |  |  |
| 1. **Kathryn Wykes**
 | Operations- Groomers |  |  |
| 1. **Ken Griffith**
 | Human Resources |  |  |
| 1. **Mike Green**
 | Operations- Road/Generators/ Bus |  |  |
| 1. **Dave Steele**
 | Operations- Lifts |  |  |
| 1. **Jared Shaw**
 | Hospitality |  | Resigned |
| 1. **Pete Davidson**
 | Occupational Health and Safety |  |  |
| 1. **Matiss Valdmanis**
 | Special Events |  |  |
| 1. **Alec McBeath**
 | Administration  |  |  |
| 1. **Jen Lash**
 | Communications |  |  |

1. **Subcommittee Reports:**
2. Donation Sub- committee: Reported by Jen L - being delayed for now, in progress until planning meeting.
3. Lodge Building Committee: Reported by Dean H
* New Lodge Committee – up and running – meetings held with walk arounds and latest meeting between my “buildings working group” this past weekend resulted in finding consensus on building recommendations. Smaller foot print (32ftX56ft) than concept but 3 floors with shed roof line built beside parking lot between ticket booth and L1. Committee meeting is tomorrow night and final decisions will be made whether to accept working groups recommendations.
* Next Steps: Take information/recommendations to Scott & Scott Architects to draft a design.
1. **Director Reports and Action Items**:

**Director of Human Resources, Ken Griffith**

**Update:**

Sabastian has completed the train the trainer course, and has submitted his application to Technical Safety BC and is awaiting his certification.

**Director of Grants, Darryn McConkey**

ACTION: Darryn and Eric to connect with Book keeper regarding expenses and tracking of Covid Purchases. - IN PROGRESS

Action: Darryn to connect with Eric and book keeper for the Catalyst fund. - COMPLETE

Update:

Submitted final report for Catalyst Fund grant for L1.

Waiting to hear back regarding other submitted grants.

**Director of Technology, Eric Sprenger**

ACTION – look into lighting cables for cell phone ethernet adapting – COMPLETED

* Budget Update will be provided. - see appendix A for overview.
* Invoicing:
	+ I’m looking into changes to the process of how we pay invoices and expenses. I’d like to propose a new system by the planning meeting, so if you have any feedback regarding how we pay invoices, or how expenses are paid please let me know ASAP.
	+ Related to the above comment E-transfers have been challenging this year, due to the volume of transfer we keep hitting our limits which delays payments.
	+ FYI - Expenses are processed every couple of weeks, and approved when our e-transfer limits allow. If you have expenses or know of someone still waiting for expenses to be paid, please let me know.
	+ When sending in vendor invoices to our book keeping team if there is urgency to the payment, or if you would like confirmation when payment has been made, please make sure to request that when sending the invoices to Danielle.
* New Lodge Grant money has arrived and is in the process of being deposited. Any objections to investing a portion of it until we need it? NO OBJECTION
* ACTION: Planning Meeting item: Investment Policy development

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

**Chair Update**

- Jarred Shaw resigned as Hospitality Director.

**Motion to accept Jared Shaw’s resignation to the board**

**M: David Mazzucchi S: Matiss Valdmanis Motion: PASSED**

**Motion to Nominate Rob Burgess Webb as Hospitality Director until the next AGM**
**M: David Mazzucchi S: Erin Pickering MOTION: PASSED**

 -Moved the Mt Cain files from Campbell River to the Office at Mt Cain. Next season we should scan the important documents from those files to be stored on the SharePoint. Ticket Booth employee? Planning Meeting item – archiving important mount Cain documents.

-The verbal banning of a few people seems to have curtailed the N Island youth from having parking lot parties. There is now the proper form in the SOP on how to legally ban someone from the hill. This should only be done as a last resort.

-The missing person incident on March 25-26 was handled extremely well by the DOD Kathryn and all of the others who stepped in to help. Given the limited information we had, ALL of the right decisions were made. A HUGE THANK YOU to all of the folks who stepped up to help, especially those who stayed up late coordinating the search and the snowmobile searchers / vehicle drivers. The info gathered during the snowmobile search made SAR’s job much simpler the next morning. We need to follow up with SAR on how to improve communications with them during the actual search. < Action Item for Greg, David and Kathryn.>

- **MOVE IN-CAMERA 7:48pm Out of Camera – 7:55pm**

- Turk’s Tavern should only be charged ½ day rate for the Easter long weekend and closing weekend as the increase in Covid restrictions (no eating inside and no Beer Garden) affected his sales.
**Motion: Board Waive the fees for Turk’s Tavern for the remainder of the season starting with the Easter Long Weekend.**
**M: Greg Muirhead S: Eric Sprenger Motion: PASSED**

**- Kapitany Award overall employee of the year is Mia Lukow,**

Ticket Booth nominee – Oceana Douglas,

Lift's nominee - Mackenzie Cox.

Congratulations to all!

 Closing weekend Details:

- Saturday Staff burger takeout for lunch. $100 from Staff Accom Fund to buy awards. Award presentation outside on Saturday night.

- Staff and Volunteers allowed to ride lifts on Sunday.

- Volunteer lift operators

- Take upper and lower T’s off after 1pm on Sunday. 1pm stop loading staff/volunteer.

- Paid Patrol / First Aid available all-day Saturday and Sunday.

- Boundary lines come down - Saturday End of Day/ Sunday Morning – once all public off.

- Campbell plans to shut water/generator down by 4:00 pm Sunday. He has signs to hang in staff accom-

Email sent to INFO@
 “I just want to thank each and every one of you for all you've done in the '20-'21 Mt Cain ski season. It's been a challenging year in so many ways! and your dedication and time you've put in is really appreciated, and noted!! Thanx guys and gals!! Cheers from Linda Sjoberg (Campbell's better half!).”

**Discussion:**

- April / May planning meeting(s) date(s): Based on COVID numbers we are not likely to be able to meet as a group of 15 in May.
Idea: Shorter Targeted meetings on Zoom if unable to meet.

Action: Eric will look into a streamlining document/platform for 2021-22 season priorities to be entered in and then ranked.
Eric will email out by April 13th

Send Priority Ideas for Agenda for your department by April 30th. A List for Priorities will be sent to the entire board and we will determine working committees and planning meeting when will happen.
**STAY TUNED.**

**Ski Shop / Snow School**

- Thank you, Keegan McColl who raised $655 for the Build a Better Bathroom Fund, through selling hot sauce. The Ski Shop will work with him next season to sell a Mt Cain brand of hot sauce.

- Online merchandise sales will continue after the ski hill is closed. Kim has agreed to move the online inventory to her place for easy access. She’ll buy a few totes to better organize things.

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

Generators:

* New generator now powers all of our operations when L1 is operating. Thank you to everyone who contributed to this overall project, and particularly with this final phase, Strathcona Electrical Contracting and Trevor Patterson.

Roads

* Road conditions are challenging after a heavy snow year and the frost coming out. Increased industrial traffic and snow melt make for challenging conditions; but we hope to continue on our maintenance program this year, focusing on the mid-mountain from 6k-10km.

 Glading work has been completed and looks great. Thanks to all of the contractors who did the work safely; and particularly the Port McNeill FLNRORD office staff who helped us make this happen and advocate for us. A lot of moving pieces and coordination were required, there was challenges of heavy early season snow; but the skiing is fantastic.

**Director of Operations - Lifts, Dave Steele**

Action: Security signs. COMPLETED

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

**Director of Hospitality, Jared Shaw**

Action: Jared to connect with Dean regarding: - Heating/stoves in Cypress/Blueberry - CO2 alarms. - there is an issue that needs to be looked at. Taking extra-long to warm up. IN PROGRESS

**Director of Operations - Snow Machines, Kathryn Wykes**

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

Update:

Lost the tiller on the black cat last weekend – serviced at end of season.

**Director of Buildings, Maintenance, and Construction – Dean Hunchuk**

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

* Jean-Luc fixed leaking front room of upper lodge. Further upgrades of old lodge roof (roof cap and bigger screws) will be coordinated this fall with machinery (lift) brought up for new lodge construction.
* Jean-Luc is completing backstairs replacement on old lodge.
* New window and exterior wall installed in L4. L4 will undergo further upgrades throughout year. Heating solutions for L4 (old refurbished propane heater) will be reinstalled this fall.
* New weatherproof room for VFD at L1 to be constructed this summer/fall (planning meeting).
* Need FSR electrician to come inspect electrical wiring and installations for all buildings for upcoming year (planning meeting).
* Heating solution for L2 (generator and electric heater) seems to be working well. New generator and space heater will need to be bought for next year (planning meeting).
* Jean-Luc has approached me to request that he be given a small budget to upgrade his (and Salley’s) accommodations (remove travel trailer under roof and finish off room) for next year (planning meeting)
* Improvements to Coyne building needed for next year (planning meeting).

Action: Dean and Greg to connect regarding apprenticeship (Propane appliances) - in progress

**Director of Events, Matiss Valdmanis**

**Update:**
It was a fun month of dressing up on Saturdays. $210+ raised for the North Island Food Bank.

**Director of Ski Patrol – Greg Muirhead**

**Update:**

Busy Year – exceptional number of calls.
Patrol Pods have been working really well this year. High level of professionalism

**Director of Occupational Health and Safety, Pete Davidson**

**Update:**

Thank you for the group effort in tackling all the COVID issues.

**Director of Communication, Jenn Lash**

Please forward any names for thanks to Jen ASAP

If you have any interesting DATA points – please send to Jen for the final communication to be sent out in two weeks.

**Director of RV Park, Secretary – Erin Pickering**

No Report at this time.

**Motion to Adjourn 8:45pm**

**M: Pete Davidson; S: Erin Pickering Motion: PASSED**

**Next Meeting: PLANNING MEETING Prioritizing/Agenda Setting May 10th Monday night 7-8pm**

**Appendix A – Budget Overview**

