

**2017/2018 Season**  
**AGENDA FOR THE MOUNT CAIN ALPINE PARK SOCIETY BOARD MEETING**  
**April 7, 2018**

**Location: Mt. Cain Ticket Booth**

Call to Order at 4:03	
Adoption of the Agenda as circulated. M:Neil B /S: Rob W /All in favor	<b>Motion: Passed</b>
Adoption of the March 3 <sup>rd</sup> 2018 minutes. M: Eric , S: Rob W / All in favor	<b>Motion: Passed</b>

Directors	Director	Executive Role	In Attendance
1. David Mazzucchi	Snow School & Ski Shop	Chair	
2. Neil Borecky	Promotions	Vice Chair	
3. Eric Sprenger	Tech Support	Treasurer	
4. Greg Muirhead	Patrol		No
5. Lance Karsten	Buildings & Construction		
6. Dave Howich	Operations- Groomers		
7. Rob Burgess-Webb	Human Resources		
8. Tyson Craig	Operations- Road/Generators/ Bus		
9. Dean Davidson	Operations- Lifts		
10. Jeff Gaetz	Director At Large - Trailer Park		No
11. Erin Nixon	BC Society Act	Secretary	
12. Darryn McConkey	Grant Applications		
13. Melanie Young	Hospitality		
14. David Klein	Occupational Health and Safety		No - Resigned
15. Chris Lindsay	Special Events		No
16. VACANT	Administration		

**Addition Attendees:** Kaitlin Pace; Campbell Wilson, Roger Sewell

**Introduction of New Ticket booth Manager Season 2018-19** – Kaitlin Pace – wildfire dispatcher with management experience; able to take winters off and is looking to be a contributing member of this community.

**Campbell Wilson –End of Season Comments:**

James – Care taker is not working out – not showing up. - should not be reconsidered for next year.

Recycling: Needs to be significantly improved. Garbage, food waste and consumption is also an issue. **WILL BE DISCUSSED AT PLANNING MEETING**

Staff Housing: - Food and waste being left behind and this is a problem – **MICE!!**

Den Parents: Difficult role to fill, problems with consistency, mutual respect, cleanliness, accountability and attendance – as well as interest . – Ideas? Recruits?

**Looking to begin training Grater Operators and Hill Mechanic. – Planning Meeting**

**Roger Sewell - Report from Groomer operators Jesse and Avery**

- Health and Safety: Sleeping arrangements.
  - o Operators Not getting the sleep deserved --- looking for solutions for sleeping arrangements. Concerns about safety.
- Suggestion: lead by example. (Quiet hour should be respected by all those on the hill, directors, staff, guests.)
- Suggestion: looking for board to be more accountable about the noise.
- Suggestion: Locations change? But where?

**Groomer Operators lodging and Noise Issues to be discussed at Planning Meeting**

- **Roger to be invited to meeting to discuss.**

**Old Business: Action Items from March 3<sup>rd</sup> 2018**

Name & Action	Summary/Update
Rob - Guest Services Sign	- Happening for Next Season.

**Director Reports/ New Business**

<p><b>Eric Sprenger – Tech Support/Treasurer</b></p> <p>1. Financial Update. Looking to be in the black at the end of the season! Revenue on track with expectations Expenses up and down throughout season.</p> <p><b>Two highest priority items are</b> <b>Water system (\$50K)</b> <b>Bull Wheel Replacement (\$35K)</b> <b>BOTH will be required for us to open next year.</b></p> <p><b>MOTION:</b> <b>M: S:</b></p>	<p><b>Motion:</b></p> <p><b>Action:</b></p>
<p><b>Lance Karsten: Buildings &amp; Construction</b></p> <p>1. Un-endorsed document submissions. Submissions that are made on behalf of the board that have not been passed by the board; this includes items sent to RD and for the website.</p> <p>Motion missing on the 5 and 10 year plan. Need to review processes by which the board approved documentation.</p> <ul style="list-style-type: none"> <li>- Time frames need to be adhered too</li> <li>- Documents need to be reviewed by board members and email makes it difficult to ensure that everyone is heard and a final draft needs to be seen by all board members.</li> </ul> <p><b>**Idea: set a number of board members required to sign off on time sensitive</b></p>	<p><b>Action: Planning Meeting: review process by which documents are approved by board</b></p>

<p>documents. For planning meeting.</p> <p><b>MOTION:</b> The board will approve the master plan at the Planning Meeting in May 2018.</p> <p><b>M: Darryn S: Rob W For: 8 Against: 1</b>  <b>Motion Passed.</b></p>	<p><b>Motion:</b>  <b>PASSED</b></p>
<p><b>Darryn McConkey – Grant Applications –</b></p> <ul style="list-style-type: none"> <li>- Master Plan - content discussion and approval process -- see discussion above.</li> <li>- Recreation Award receipt -- Black Press award -- confusing email sent – confusion clarified.</li> <li>- Grants: 1) MEC grant for radio repeater has been sent.  2) update from ICET re: application, WE GOT \$12,000 IN MATCHING - will be spent on summer grooming.</li> <li>3) next priorities/focus? Still waiting to hear form some other application.</li> </ul> <p>Possible water grants  Grants for facilitating First Nations groups on Mondays. – Rob Webb would like to help with this grant.</p> <p>Need to quantify the volunteer hours/ people.  Need to ensure that our sign in / out forms are being used during work parties.</p> <p><b>Motion:</b>  <b>M: S:</b></p>	<p><b>Action:</b>  <b>Directors are to maintain a professional attitude when communicating via email.</b></p> <p><b>Action: Darryn and Rob to conenect regarding FN grants.</b></p>
<p><b>Tyson Craig: Operations- Road/Generators/ Bus –</b></p> <p>Roads – talked with MFLNRORD about signage updating. --- kilometres marking; sharp corners ect.</p> <p>Claire Trevena letter discussion. – letter sent on Board’s behalf. – inviting her to come and have a free day of skiing --- looking to showcase our access issues – trying to get some money for us to have our road cleared like many other roads that are being maintained.</p> <ul style="list-style-type: none"> <li>- Dave has made contact and will be meeting with Claire this summer regarding roads.</li> <li>- Letters of support could be possible from First Nations; Regional District and Ministries of Forests.</li> </ul>	<p><b>Motion:</b></p> <p><b>Action:</b></p>

<p>Generators – give the existing ones some love this summer? or install one of the new ones with a “dummy load” for next season?</p> <p>Grader/D8 – get a mechanic to do a 412 point inspection to get a feel for projected maintenance costs. Both need serviced for next season</p> <p>Bus – all’s well in shuttle land</p> <p><b>MOTION:</b> <b>M: S:</b></p>	
<p><b>Neil Borecky Promotions/ Vice Chair</b> <b>Promitions: Dale Logan is looking to make a reciprocal Employee of the Month ski pass swap – discuss at planning meeting.</b></p> <p>Advertising going well.</p> <p>Water agenda. We have submitted initial water quality monitoring tests:</p> <p>Here is the next part of the process:</p> <p>Before there is any construction connecting the well to the water system, and application and construction permit needs to be completed with the Public Engineer.</p> <ul style="list-style-type: none"> <li>- Deadline for application is June.30.2018.</li> <li>- Assessment an approval of the new water source will also be done at this time.</li> </ul> <p>Items to include in application:</p> <ol style="list-style-type: none"> <li>i. Drinking Water System Operating Permit Application Form.</li> <li>ii. Water Works Construction Permit Application or Waiver for any proposed upgrades, alterations, or extensions to the existing water system.</li> <li>iii. Well Drillers Log, including flow rate test if not included in the log.</li> <li>iv. Source water chemistry test that meets the VIHA Guidelines for Approval of Water Works (page 10).</li> <li>v. Property layout plan to scale, of the water system including components, structures, and location/setbacks for septic fields.</li> <li>vi. Schematic representation of water system components including make/model of all equipment including water-mains.</li> <li>vii. Proposed Emergency Response Plan.</li> <li>viii. Drinking Water Source to Tap Screening Tool <a href="#">Drinking Water Source to Tap Screening Tool</a>.</li> <li>ix. Provide verification of water license with MoE or that the application/approval is in process. <a href="#">FLNRO</a></li> </ol> <p><b>Motion:</b></p>	<p><b>Action:</b> <b>Neil to update website with 2018 minutes and a list of directors.</b></p> <p><b>Action:</b> <b>Lance and Neil to connect and take water samples from well for next phase.</b></p> <p><b>Action:</b> <b>Schematics of water system will need to be explained for Neil and the next phases.</b></p>

<p><b>M: S:</b></p>	
<p><b>Dean Davidson – Operations- Lifts</b></p> <p>Bull wheel replacement for L1 and L2 to the agenda for April 7th meeting. – discussed during Financial update</p> <ul style="list-style-type: none"> <li>- Approx 30,000 to replace and is necessary. – Darryn has applied for Grant for this project – waiting to hear from grant committee.</li> <li>- Long Term the replacement of the wheels will save money.</li> </ul> <p><b>MOTION:</b> To spend the money required up to \$37550, to replace the bull wheels on L1 and L2 and to replace the hangers before 2018/19 lift inspection</p> <p><b>M: Dean S: DArryn All in Favour</b></p>	<p><b>Action: Dean to orgainize the manufacturing of the bull wheels.</b></p> <p><b>Motion: PASSED</b></p>
<p><b>Greg Muirhead – Ski Patrol –.</b></p> <p><b>Planning Meeting Items included below.</b></p> <p>-Very successful fundraiser. Will plan on doing the exact same thing next year, on the same dates as the Cypress Cup. Please ensure that this is tabled for the planning meeting, and that is advertised well ahead of time on social media as well as the website.</p> <p>-Need to discuss the potential and viability of having two or three paid patrollers next season in order to alleviate any Monday issues. Eric, is this in our budget? If so we will lower to the overall number of patrollers, thus lowering the number of season passes we give out. This is something I would like to discuss at the planning meeting.</p> <p>-Addition to the ski patrol building. Plans and materials. Also something that needs to be tabled for the planning meeting.</p> <p>-Very successful ski season with some amazing staff.</p> <p><b>Mondays Ski Patrol needs to be reviewed at the planning meeting.</b></p> <p><b>MOTION:</b></p> <p><b>M: S:</b></p>	<p><b>Motion:</b></p> <p><b>Action: Planning Meeting info: Ski Patrol Fundraiser to be same date a s cypress cup.</b></p>
<p><b>Melanie Young: Hospitality</b></p> <p>-laundry for the bed covers this summer Takes hours of work – needs to be hung to dry -- Aysha is not avilalble this year.</p> <p><b>Solution: Send it to the Dry Cleaner -- is the easiest way.</b></p> <p>Concerns about being harassed as a DOD – other directors are often the</p>	<p><b>Motion:</b></p> <p><b>Action: Mel and Tyson will arrange to have them taken to the</b></p>

<p>people we need to ask to behave the most. -- Directors are expected to respect and adhere to the requests of the DOD.</p> <p><b>MOTION:</b> <b>M: S:</b></p>	<p><b>dry cleaners.</b></p>
<p><b>David Klien; Occupational Health and Safety – Absent, Submitted by Email.</b></p> <p>I am sorry to say I don't have the time to put towards being the director that I would like to be therefore I am resigning.</p> <p>You are all doing a great job keeping Mount Cain operating!! Maybe in the future I will be able put forward more time.</p> <p>Thank you, David</p> <p><b>Planning Meeting – need a new recycling program.</b> <b>Planning Meeting – finding the right person for the H &amp; S role.</b></p>	<p><b>Motion:</b></p> <p><b>Action: David has resigned his position</b></p> <p><b>Need new D of OH&amp;S.</b></p>
<p><b>Dave Mazzucchi Snow School &amp; Ski Shop / Chair</b></p> <ol style="list-style-type: none"> <li>1. Kapitany award given to Jenna Cramb; other accepted nominees were Avery Walker and Ryan McAneeley-Nows.</li> <li>2. Aysha Boyne would like to stay on-hill from April 16th to July while she attends school in Woss.</li> <li>3. Campbell Wilson is attending the Operational Best Practices in Water Distribution Systems April 9th in Nanaimo. – <b>Postponed until there is a course in the north island. – Motion below.</b></li> <li>4. Canada Ski West conference, April 24 – 26, Avery Walker and Jesse Sewell are enrolled in the Park Scrapers course, I'm attending the conference as a chaperone.</li> <li>5. Rental Shop Manager - Gina Eleanor wants to be the Manger next season; Meghan Hall will train her.</li> <li>6. Kaitlin Pace has agreed to be the new Ticket Booth Manager; Leia Patterson will train her.</li> <li>7. North Island MLA - Claire Trevena can't come to Cain this season; I</li> </ol>	<p><b>MOTION:</b></p> <p><b>MOTION:</b> Cain to cover the cost of the course and reimburse Campbell for his expenses.</p>

<p>requested a meeting in Victoria.</p> <p>8. Snowshoe trails - Some flagging done by June Hale, nothing further heard from Scott Henderson.  <b>Darryn – ICET expansion grant for signage and trail maps to promote snowshoe trails and cross country.</b></p> <p>9. Sabastian should take the Selkirk College online course LIFT 150: Ski Lift Operations Train-the-Trainer. Registration starts Nov 15th; cost \$200. <b>Motion Stricken.</b>  - Concerns about Sebastian’s conduct this year- has been lacking.  <b>Planning Meeting Possibility: Lift Mechanics may take course.</b></p> <p>10. Bill Floyd would like \$1400 to help out with the new weather station / parking lot camera:  Total Cost: ~\$33,000, not including the installation labour.  Total donations: MEC \$10,900; Hakai Energy Solutions \$2200; West Coast Heli \$1700; Geo Sci \$2000; Unlimited Fab \$1700. The rest came from the Government with donated instruments and from my budgets to include this in our weather observation network.  In return, Cain will get real time weather data, a webcam for the parking lot, an off grid power source to use when the generator is not running, the option to push higher amounts of data, and Cain's logo on the WX station sign.</p> <p><b>MOTION:</b> To send one or two people to a north island water course and cover cost of course and to pay for the people’s expenses.  <b>M: Dave S: Dean All in favour</b></p> <p><b>Motion:</b> Give Bill \$1400 towards the weather station and technology.  <b>M: Dave S: Dean All in Favour.</b></p>	<p><b>Action: Darryn to look into grants for snowshoe trails.</b></p> <p><b>MOTION:</b></p> <p><b>MOTION:</b> Give Bill Floyd \$1,400.  PASSED.</p>
<p><b>Jeff Gaetz Director At Large</b></p> <p><b>No Report and Not in attendance.</b></p> <p><b>MOTION:</b>  <b>M: S:</b></p>	<p><b>Motion:</b></p> <p><b>Action:</b></p>
<p><b>Dave Howich – Operations – Groomers</b></p> <p><b>Groomer Operators:</b> Avery will be returning for sure; Jesse is most likely returning. Mason is still in a great position to help out.</p> <p>Money request for repair on the Groomers. \$20-30K may be needed.</p>	<p><b>Motion:</b></p> <p><b>Action:</b></p>

<p><b>Planning Meeting: Sea Can as lodging for Operators. Accommodations for quiet staff.</b></p> <p>Skian still has not completed tasks that he was assigned to complete at the beginning of the year. (Lighting.)</p> <p><b>MOTION:</b> Fund the Groomer Operators trip to the annual Prinoth Workshop covering the cost of flights and course and meals. <b>M: Dave S:Tyson All in Favours</b></p>	
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<p><b>Chris Lindsay – Special Events</b></p> <p>Not in attendance No report Submitted.</p> <p><b>MOTION:</b> <b>M: S:</b></p>	<p><b>Motion:</b> <b>Action:</b></p>
<p><b>Rob Burgess-Webb: Human Resources</b></p> <p><b>Will bring ideas to Planning Meeting.</b></p> <p><b>MOTION:</b> <b>M: S:</b></p>	
<p><b>Erin Pickering BC Soc. Rep./ Secretary.</b></p> <p><b>Nothing to report.</b> <b>MOTION:</b> <b>M: S:</b></p>	<p><b>Motion:</b> <b>Action:</b> <b>Look into where minutes need to be kept for members to access them.</b></p>

**New Business:**

1. General discussion about Noise / quiet times – parties all night long.
  - Guests in the lodges often make noise all night long. Hasn't been many if any complaints this year from guests.
  - Staff and volunteers are being disrupted.
  - Trouble is often involving other directors.
  
2. West Coast Helicopter Rides & Pass
  - a. Discussion of “Manager Pass” for West Coast Helicopters – Planning Meeting.



**Motion: West Coast Helicopter receive a Manger pass for next season.**

**M: Neil S: Tyson All in Favour.**

**Discussion for Next Meeting Date Required.**

**Eric will set a Doogle Poll regarding the dates for planning. Directors are to respond by Friday the 13<sup>th</sup>.**

**Planning Meeting: Build in a staff appreciation day to the end of the calendar.**

**Next Meeting: The Planning Meeting :**

**Adjournment: Motion to adjourn at: 6:03pm M: Neil S: Rob All in favor.**

**Appendix: Email Motions**

**April 4 2018 Mountain Closing Celebrations:**

**Motion:**

During the final day of operation ,April 7, 201 8, the lodge will operate as per any standard open day. The café operators will do business as usual and be responsible as per contract.

Quiet hour to remain in effect.

Motion sent by Lance, Seconded by Dean Davidson.

**Motion REJECTED.**

April 5<sup>th</sup> 2018

**Motions regarind April 7<sup>th</sup> Mountain Closing Celebrations.**

**Motion #1:**

On the afternoon of April 7th 2018, the Café will provide a free burger meal to staff and volunteers, the cost of which to be billed to Mount Cain. Ideally this will be done outside, on the front deck as it has in the past.

**Motion: YES: 11 No:**

**Motion Passes**

**Motion #2:**

After dinner, starting at about 8:00 there will be a small dance party in the lodge. Given that the following day is not an operational day, the Café is only contractually obligated to close no sooner than 4pm. It's their decision as to when to close for sales, as long as it's before 11pm.

**Motion: YES 9 NO 2**

**Motion Passes**

**Motion #3:**

Café staff and volunteers (at the discretion of the DOD) will be allowed to stay in Kapitany Suite Saturday evening for free with the understanding that they help clean on Sunday. Quiet time in Kapitany will remain in effect.

**Motion: YES 9 NO 2**

**Motion Passes.**

**All 3 motions sent by Dave M. All Motions seconded by : Greg M.**