



Mount Cain Alpine Park Society
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**2017/2018 Season
 MINUTES FOR THE MOUNT CAIN ALPINE PARK SOCIETY BOARD MEETING
 December 2, 2017**

Location: Mt. Cain Ticket Booth

Call to Order at	4:10
Adoption of the Agenda as circulated. M: /S: /All in favor	Motion: Carried
Adoption of the October 21, 2017 minutes. M: Erin, S: Dave H - All in favor	Motion: Carried

Directors	Director	Executive Role	In Attendance
1. David Mazzucchi	Snow School & Ski Shop	Chair	Y
2. Neil Borecky	Promotions	Vice Chair	Y
3. Eric Sprenger	Tech Support	Treasurer	Y
4. Greg Muirhead	Patrol		Y
5. Lance Karsten	Buildings & Construction		Y
6. Dave Howich	Operations- Groomers		Y
7. Rob Burgess-Webb	Human Resources		Y
8. Tyson Craig	Operations- Road/Generators/ Bus		N
9. Dean Davidson	Operations- Lifts		Y
10. Jeff Gaetz	Director At Large - Trailer Park		Y
11. Erin Nixon	BC Society Act		Y
12. Darryn McConkey	Grant Applications	meeting's minutes	Y
13. Melanie Young	Hospitality		Y
14. David Klein	Occupational Health and Safety		N
15. Chris Lindsay	Special Events		N
16. Laurel Rankin	Administration - resigned	Secretary- resigned	N

**Laurel Rankin- Administration/Secretary (resigned)- Absent;
Submitted by Email**

On October 28, 2017 Laurel submitted her resignation as the Director of Administration and Secretary via email:

Dear Mount Cain Directors

It is with deep sadness that I submit my letter of resignation to you.

Unfortunately, I am no longer able to commit to the time commitment of being a Director. I am happy to assist with the administration pieces until someone is able to take over, but unfortunately, I am not able to be at the meetings or perform director on duty hours. Thank you for the opportunity to be on the board. I have thoroughly enjoyed getting to know you all and being involved for this short time.

Thank you,

Laurel

Laurel has assured the Board that:

1. The Liquor licence is in place.
2. The Society Act Application is complete. Need to reapply.
3. She will assist with training on the new Director or Administration as needed.

To be done:

1. Finalize Insurance with Gougeon. Extension until Dec 7. **David M will address.**

MOTION: To nominate Erin Nixon to be the new Secretary
M: David M, S: Jeff, All in favor.

Motion: Carried

Action: Erin to send reminder to submit agenda items and will distribute agenda on Wednesday prior to meeting.

<p>Tyson Craig – Roads/Bus – Absent; Submitted by Email</p> <ol style="list-style-type: none">1. Roads – trying to get some work done before winter but not looking good for extra capping this year...the road is not in that bad of shape and the rough sections will keep everyone slowed down and an overall safer road for all users.2. Bus – currently getting brakes attended to and commercially inspected. Will be good to go by next weekend. Drivers and ready to go.3. Grader – should be good to go with new cutting blade, new fuel pump, and new LED lights. As a note, we will have to keep an eye on the manifold and turbo as we use the grader as there is minor cracks appearing in the manifold but Dan Claire isn't worried too much about it. More of a monitoring thing for now and Campbell is well aware of it.4. Generators – good to go5. D8 – good to go	
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<p>Chris Lindsay – Special Events– Absent; Submitted by Email</p> <ol style="list-style-type: none">1. World Cup Supply donated close to \$3000 worth of gear to the mountain. Everything from gates to banners, new bibs for the wolfpack, educational tools. We should be set for a few years.2. Blueberry Jam – Nahum can't do it on Jan. 13. I propose we change it to March 3rd, which works for him. It does clog the calendar a little, but there aren't many other options. I am concerned if we do not change the date to accompany Nahum the event may not happen? - Discuss <p>MOTION: To move the Blueberry Jam to March 3rd M: Chris S: Eric; Motion carried, 1 opposed.</p>	<p>Motion: Carried</p> <p>Action: Neil to update the webpage</p>
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<p>Dave Klein – OH&S – Absent; Submitted by Email</p> <ol style="list-style-type: none"> 1. Sasha is continuing to work on the Mt Cain Safety policy. 2. Sasha provided safety training today and will be giving another on Sunday for ski patrol. 3. Safety Training will be video taped and be available for those who missed the training to watch before they start working. 4. There needs to be some way for people working alone on the mountain (the grader driver) to communicate with the outside world in case of emergency. It is also a Worksafe BC policy. <p>Motion: Mount Cain supplies the grader driver with an appropriate device to contact help if they are hurt when they are working alone. M: David M, S: Jeff G; all in favor.</p>	<p>Motion: Carried.</p> <p>Action: David K to discuss with Sasha best emergency communication option</p>
<p>David Mazzucchi - Snow School, Ski Shop & Chair</p> <ol style="list-style-type: none"> 1. Wage increase for Managers. - Spending more on wages than ever. No automatic annual raises. \$17 per hr standard. Could look into raising ticket prices or accomodation prices (too late this year). Motion: Give Managers a \$2/hr year end bonus. M: Dave , S: Rob, In favour: 6, Opposed 4; Motion Carried 2. Reciprocal agreements in place. 3. Sit Skier Policy - Sit skier requesting to ski at Mt Cain. Insurance requirements – policy needs to be adjusted. Mt Washington offering assistance. Need to get visit dates. Adaptive snow sports society. 5. Café Contract - Contract adjusted. Deposit required to ensure kitchen clean at end of season. Grease hoods require yearly inspections. 6. Email Motions - Only for time sensitive motions. Use as a last resort. Minimize email traffic. 7. Agenda Items - Directors are asked to submit agenda items prior to board meetings. Directors who submit agenda items will present first at meetings, those who do not will speak after, if time permits. 	<p>Motion: Carried.</p> <p>Action: Dean D will contact Mt. Washington about adaptive skier training.</p>

<p>Melanie Young – Hospitality</p> <p>1. Ticket Booth Seasons pass at AGM- Will have ability to get seasons passes at AGM next year. High five pass - Being designed. Xmas passes being discontinued. Gift certificates - Old ones still out there. Can't have ones that expire. Ideas for backcountry fest/family day - Idea for more kid friendly backcountry awareness events – dog, probe line Sign for guest services - Harbour signs in Port McNeill to identify Ticket Booth as Information. Email Rob for cheap signs. Annie wants to be in charge of placing sign. Documentary - Annie wants a fundraiser on the hill over Xmas break. Production of small movie similar to Whitewater, Nelson. Want to make a history of Mt Cain documentary. Trying to fund raise and want support from Mt Cain. Not financial support. Directors looking for more information and request to see movie before it is published</p> <p>2. Caretaking -mattress covers purchased -Aysha has been notified about her pay raise</p> <p>3. Melanie -schedule monthly work parties Melanie offering to help organize work parties. Forwarded to Planning meeting. - Melanie plans to work in kitchen- no conflict of interest.</p>	<p>Action: Melanie and Rob will work together to print an Information sign.</p> <p>Action: Melanie will gather more details from Annie about the documentary.</p> <p>Planning meeting topic.</p>
<p>Rob Burgess-Webb – Human Resource</p> <p>1. Lifts - Staff all full up at 17, 13 returning from last year.</p> <p>2. Ski Shop - Ideally we will find an adult who can become an assistant manager and take over as manager next year as Meghan Hall will most likely move on. 11 employees.</p> <p>3. Ski School -Eric Cleverling is on top of things. No employee numbers.</p> <p>4. Ticket Booth - Have yet to hear from Annie officially but by all accounts she is good. 7 employees.</p> <p>5. Hired Jason MacDonald to take over for Grant, his wife also will be available some weekends to help out as needed.</p>	<p>Action: Rob to find an adult capable of assuming the role as manager.</p>

<p>6. Den Mother- Wendy and Jacob Jensen from Port Hardy. Two kids working here. Decided on room they want to stay in. They will spot issues and report them. We (DODs) will be required to address issues. Maintain Sebastian's role.</p> <p>7. Lift Mechanics are returning this year.</p>	
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<p>Greg Muirhead – Ski Patrol</p> <p>Staffing - 40 people showed up today for training. Lost 4 patrollers last minute 3 on same team. Good first aid training.</p> <p>One thing possibly lacking need is for narcotics administering – for pain management. May be good to have training of existing Patrol. Looking into whether there is an incentive program for patrollers to increase training.</p> <p>Presently no Dr Dropin program - will inquire.</p> <p>Search Preparedness – Need to reievew the SOP for missing person, out of bounds, avalanche.</p> <p>Janet's dog when working is allowed off leash and with vet.</p>	
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<p>Erin Nixon – BC Society Act</p> <p>Review of Society Act: Part 4 - Finance Part 5 - Management Part 12 - Special Societies Part 14 - Offences and Fines</p> <p>Please forward any concerns or questions to Erin.</p> <p>Question about whether we are a member-funded organization- Member and Public.</p>	
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<p>Darryn McConkey – Grant Applications</p> <p>Update on potential grants sources. Greg Fletcher is the Regional District of Mount Waddington contact. Wendy Knutson and Cindy Adams good resource. BC Hydro – possible safety grant/Possibility for technology/safety.</p>	
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<p>Eric Sprenger – IT & Treasurer</p> <p>1. DOD schedule is live on website so sign up. Eric will send email reminder.</p> <p>2. Printed out and distributed updated budget. Accomodations almost fully booked for the year. Operating expenses \$35,000 more than last year due to bull wheel and groomer. Be frugal. \$108000 for daily operating. Investment account \$203000. Contingency plus extra from last year.</p>	
<p>Jeff Gaetz – Director At Large; Trailer Park</p> <p>1. Distriibuted draft of Trailer Park Rental Agreement. Please send any comments. Jeff will finalize and present to tenants on or before opening day.</p>	
<p>Dean Davidson – Lifts</p> <p>Small design issue with Bull wheel for bolts. Should be able to complete upper bull wheel tomorrow.</p> <p>Derail on tower 7.</p> <p>BCSA inspection lined up for Friday Dec 9, 9am. L1 ready to go. Bunny hill needs set up. Some lifties can likely help Jeff Gaetz tomorrow.</p>	
<p>Lance Karsten – Buildings and Construction</p> <p>Hostel and ski shop renos basically finished. Minor wiring and plumbing issues to address.</p> <p>May have a line on a steel water holding tank. Used for potable water. Will follow up.</p>	

<p>Neil Borecky – Promotions/Water System</p> <p>Water - Need to get a pump and start sampling. Monthly sampling required from VIHA. Getting a generator donated that may be suitable.</p> <p>Magazine article coming out. Ski Canada article.</p> <p>Gift certificates need to go out.</p> <p>Advert in NI gazette.</p>	
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<p>Dave Howich – Groomers</p> <p>Tyrell is working out as a mechanic.</p> <p>Black cat doesn't overheat anymore. Repairs have worked out. Running gear slop fixed.</p> <p>Jesse and Avery as primary drivers. Ian Thomas wants to drive but needs to finish wiring first.</p> <p>Request policy for groomers: No pushing snow in parking lot for more than a couple minutes unless tiller is off.</p> <p>Next year – tiller lifts need repairs.</p> <p>All groomer drivers need to work on repairs and have mechanical aptitude.</p>	
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Next Meeting January 6, 2018 at 4pm

Adjournment: Motion to adjourn at 6:15pm. All in favor.

Appendix:

EMAIL MOTIONS

<p>November 16, 2017 Chris Lindsay proposed an email motion:</p> <p>MOTION: To move the Blueberry Jam event from January 13th to March 3rd.</p> <p>Motion was not seconded and was deemed to not be time sensitive enough to warrant an email vote.</p> <p>November 25, 2017 David Mazzucchi proposed an email motion:</p> <p>MOTION: To open staff accommodation Friday and Saturday (December 1-2) for employees in training to stay. Since a "Den Mother" has not yet been hired, Sabastian will assume that role for the weekend.</p> <p>M/ David Mazzucchi; S/ Eric Springer; All in favour.</p>	<p>Motion: Carried.</p>
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