



Mount Cain Alpine Park Society
 P.O. Box 1225
 Port McNeill, BC
 V0N 2R0
 1-888-668-6622

**2017 Season
 MINUTES OF GENERAL MEETING
 February 4, 2017 (Meeting #5)**

Directors		Present	Not Present
1. Rob Burgess-Webb	President – HR	Y	
2. David Mazzuchi	Vice President – Ski Shop	Y	
3. Jeffrey Jones	Secretary - Legal Liaison	Y	
4. Eric Sprenger	Treasurer	Y	
5. Jay Moreton	Patrol Director	Y	
6. Lance Karsten	Buildings & Construction	Y	
7. Dean Davidson	Operations - lifts	Y	
8. Tyson Craig	Operations – roads/generators		N
9. David Howich	Operations – groomers	Y	
10. Kristi Walker	Ticket Booth/Accommodations		
11. Wendy Ravai	Administration		N
12. Neil Borecky	Promotions	Y	
13. Chris Lindsay	Events		N
14. Trevor Hatelt	RV Park and Electrical	Y	
15. James Thomas	Grant Applications	Y	

The meeting was called to order at 4:02 pm. The meeting was chaired by the President, Rob Burgess-Webb.

MOTION: That the Agenda be adopted as circulated, M/Rob; S/Dave M; Carried		MOTION CARRIED
MOTION: The Minutes of the January 7, 2017 meeting be adopted as circulated. M/Rob; S/Jay; Carried		MOTION CARRIED

DIRECTOR REPORTS

<p>Eric Sprenger – Treasurer/Radios Financial Report - Eric reviewed the Financial Statements as of December 31, 2016. He noted that Season’s Pass sales were higher than predicted. Accommodations were \$55,000 (prepaid for 2017).</p> <p>Wages were higher (\$67,000 vs \$54,000). Gross income this year is \$305,000 to date, vs \$235,000. Net income is down (\$79,000 vs \$104,000). Discussion ensued regarding differences between this</p>	
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<p>year vs last year. More snow this year; more road clearing; opened sooner; increased staffing levels; hiring of mechanic position;</p> <p>New Radio Purchase - Eric advised that the purchase of 12 Motorola radios from Quinsam Electronics have been delivered. Includes longer lasting battery; labelling of each radio; stronger signal; Radios have been divided up between Ski Patrol/Shovel Crew; Operations; DOD in Main Office; in CR. He brought two sample radios with him to try out for the weekend.</p> <p>Backcountry Fest – Eric gave an update on the Backcountry Festival set for Feb. 11/12 next weekend. Each winter in February the Vancouver Island Avalanche Centre Society (VIACS) puts on the Backcountry Fest at Mount Cain. The event includes guided educational backcountry laps with ACMG guides by donation to the Avalanche Bulletin (an online publication put on by VIACS). This year, Mt. Cain was approached by the 4th Canadian Ranger Patrol Group (4 CRPG) operated by the Canadian Military. A number of their rangers will be attending the Backcountry Festival next weekend and they requested permission to operate an Information/Recruitment tent at Mt. Cain. Discussion ensued.</p> <p>MOTION: That Mt. Cain permit the Canadian Ranger Patrol Group to put up an Information Tent at Mt. Cain at no charge. M/Dean; S/Rob; 7 in favour; 4 opposed;</p> <p>Rob will contact the Rangers and explain they can make a donation to the Vancouver Avalanche Centre if they wish.</p> <p>Women's Weekend – This weekend (Feb. 4) was Women's Weekend. Lift ticket prices for Mt. Cain were reduced by 25% for Saturday without discussion with the Board of Directors. The ticket booth manager explained this was done at the request of Director Neil Borecky. Discussion ensued.</p> <p>Eric is working on a PDF of the policy manual. Not ready yet.</p>	<p>MOTION CARRIED</p> <p>TO DO: Rob to advise Rangers of donation option.</p> <p>TO DO: Rob will contact Neil Borecky to discuss lift ticket reduction price.</p> <p>TO DO: Eric to prepare PDF of existing policy manual.</p>
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James Thomas – Lifts/Grants

James is pursuing a grant via MEC. Discussion was held regarding whether what kind of information and income break down does MEC require for the project. Jeff agreed to meet with James to discuss MEC grant.

Trevor Hatelt – Electrical

Trevor advised that there were no updates on the electrical status of Mt. Cain buildings.

<p>Dean Davidson/James Thomas– Lift Operations</p> <p>Dean explained he has worked with the two millwrights and they are doing great work. They are working on lifts, groomers, cat and machinery. Confirmed hours of operation and wages.</p> <p>James noted that the mechanics receive various job requests. Discussion ensued. Who should provide instructions to the mechanics? James and Dean will meet with the mechanics to discuss and report back.</p>	<p>TO DO: James and Dean will discuss process mechanics.</p>
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<p>Rob Burgess-Webb – President & Human Resource</p> <p>Rob advised that two long time liftee staff were away for a school event until the end of January and are now able to begin work. It was agreed that the two staff will be rehired as liftees.</p> <p>Rob noted that dogs are still located off leash. Perception that Mt. Cain is ‘dog friendly’ and leashes are not required. This is incorrect. Directors on Duty are reminded they need to enforce the policy of all dogs to be on a leash.</p> <p>Rob explained that the owner of Whitewater Ski Hill will be visiting Mt. Cain. It was agreed that Mt. Cain has a reciprocal pass agreement which can be applied.</p>	
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<p>Dave Howich – Groomers</p> <p>Dave explained there was a significant repair needed for the universal joint on the groomer. Job was completed in 9 hours (12:00 pm to 9:30 pm) plus \$800 replacement part. Job was completed with Dave H, Ryan, Jessie and Roger Sewell.</p> <p>It would be helpful if groomer operators were more involved in maintaining machines.</p> <p>It was agreed that Mt. Cain’s two millwrights will assist with repairs and maintenance of groomer machines.</p>	
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<p>Jeff Jones – Legal/Secretary</p> <p>Jeff provided an update on the Mt. Cain insurance policy.</p>	
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<p>Neil Borecky – Promotions/Water System</p> <p>Neil was not present, but emailed a report to Jeff Jones, which as passed on. Neil noted that the issue of Mt. Cain’s Internet Service Provider was resolved, and our website has been backed up.</p> <p>Rob explained that Red Williams has not responded yet to Neil’s recent contacts about drilling a well this summer. Discussion occurred about the timeline this year. There are only two more Mt. Cain meetings during opening hours (March and April) and the hill then</p>	
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closes. Issue will be tabled until next meeting.
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<p>Lance Karsten – Buildings and Construction</p> <p>Lance advised that the insulation job in the Kapitany Lodge was completed by Campbell, Kellen and Dave Warkentin and Bob Romanow.</p> <p>Dean was looking into cost and options for a propane gas alarms for the Staff Accomodation building.</p> <p>Doug Menzies was up last weekend. He is a gas fitter from Port McNeill. He provided updates and repairs to Blueberry Chalet; Cypress Chalet; Lions Cabin.</p>
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<p>Kristi Wakler – Ticket Booth/Accomodations</p> <p>Kristi has met with Annie to review and update staff hiring levels for the ticket booth. Looking for two of our used radios for the Ticket Booth.</p> <p>Rob will do draft letter to school districts regarding Xmas school break.</p> <p>Incident involving a double booking of the Kapitany Lodge was resolved. Vancouver Island Junior Ski Patrollers were able to stay in Jay Moreton's cabin. Mt. Cain will refund Patrollers and they will pay Jay directly for use of cabins</p>	<p>TO DO: Rob to do draft letter to school districts, Jeff will assist.</p>
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<p>David Mazzucchi - Ski Shop/Ski School</p> <p>Volunteer Hours – Dave noted that he estimates he spent approx. 500 volunteer hours as a Director. It was agreed that Directors will try and keep track of their hours for each month. Discussion about DOD days (24 hrs? 8 hrs? unclear); travel time (should it be claimed? Can be identified separately);</p> <p>New sign – Lance has ordered a second Dogs on Leash sign and it will arrive shortly.</p> <p>Photo Contest – the Ski Shop is putting on a photo contest. Will be advertised on web page link; entrance dates Feb. 13-27; onloine voting; Lodge presentation of winner;</p> <p>Lodge Quiet Time 11:00 pm – Dave noted the Lodge cafe is open for beer sales each night (Friday, Saturday, Sunday). Last call is just before 11:00 but some nights people stay up; noise issues; sign states Quiet Time is 11:00. Should DOD attend at 11:00 and ensure people have stopped drinking? Cafe operates pub until just before closing; should Cafe monitor guests? Should Lodge be open to the public after 11:00 aside from upstairs guests? Rob will discuss issues with cafe operators.</p>	<p>TO DO: Directors to keep track of their volunteer hours.</p> <p>TO DO: Lance to install new sign.</p> <p>TO DO: Rob will discuss closing time issues with cafe operators.</p>
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<p>Jay Moreton – Patrol Director</p> <p>There are 44 patrollers and they have been issued seasons passes. Shovel crew meets every morning at 7:30 to get a ride up with the groomer to L3 to clear the lifts.</p>	
<p>Chris Lindsay – Special Events</p> <p>Chris was not present. Cain Cup was busy and had a good turnout. Question of photos taken of winners? NI Gazette reporter was on hand; may have photos.</p>	
<p>Jay Moreton – Ski Patrol</p> <p>Jay discussed repair/replacement of the Patrol snowmobile. Dean advised he dismantled it. Rough estimate of parts is \$1,200. Dean will verify cost of parts and has offered to install and reassemble machine. Mt. Cain will pay for all parts. If not, will look at a new/used machine.</p> <p>WCB – Discussion regarding development of Mt. Cain’s Occupational Health and Safety Plan (OHS Plan). Wendy reported that she spoke with a Worksafe BC rep and clarified the staffing numbers for ski hills. Discussion of ETV and level 3 medic; OFA;</p>	<p>TO DO: Dean to finalize cost of replacement parts</p>
<p>Wendy Ravai – Administration</p> <p>Wendy provided an update on the administration jobs that she has completed to date. She has completed two draft management flow charts and will send out PDF copies. She also compiled a break down of staff positions and wages.</p> <p>Wendy also noted details for an OHS Plan.</p> <p>Dean will request copies of similar plans when attending the yearly CWSA convention.</p>	

Adjournment

The meeting was adjourned at 6:10 pm.

Next meeting to be held: **Saturday, March 4, 2017** at 4:00 pm at the Mt. Cain Ticket Booth.

Respectfully submitted

Jeff Jones