



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

2017 Season
MINUTES OF GENERAL MEETING
January 7, 2017 (Meeting #4)

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		N
8. Tyson Craig	Operations – roads/generators		N
9. David Howich	Operations – groomers	Y	
10. Kristi Walker	Ticket Booth/Accomodations	Y	
11. Wendy Ravai	Administration	Y	
12. Neil Borecky	Promotions	Y	
13. Chris Lindsay	Events	Y	
14. Trevor Hatelt	RV Park and Electrical		N
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/Neil; Carried	MOTION CARRIED
MOTION: The Minutes of the December 3, 2016 meeting be adopted as circulated. M/Rob; S/James; Carried	MOTION CARRIED
MOTION: The Minutes of the In Camera December 3, 2016 meeting be adopted as circulated. M/Rob; S/David M; Carried	MOTION CARRIED

DIRECTOR REPORTS

<p>Wendy Ravai – Administration Wendy provided an update on administration issues. For societies with more than 250 members, the new Society Act permits publication of the AGM via email with details set out in a website. Mt. Cain currently has more than 300 members.</p>	
<p>Chris Lindsay – Special Events</p> <p>Will begin the new Powder Hounds program on Sunday (Jan. 8). Over 20 students have signed up. The program looks to be very popular. There will be two Level 1 certified instructors (paid) to run the program.</p> <p>Mt. Cain's first event, Cain Cup, will proceed on January 21. Discussion regarding volunteers for Cain Cup; radios; timing system.</p>	
<p>Jay Moreton – Patrol Director</p> <p>The patrol snowmobile has broken down (transmission damage; engine damage). It was purchased used for \$4,500 six years ago. A down island facility estimates \$7,200 to repair. Dean will review machine to see if it can be repaired for less. Alternative is to purchase another used machine.</p> <p>Mt. Cain staff suffered a ski injury while working. Requires WCB report. Discussion about Worksafe BC and OFA (Occupational First Aide staff) and ETV (Emergency Transportation Vehicle);</p>	<p>TO DO: Jay will update status by next meeting or via email.</p> <p>TO DO: Wendy R. will determine WCB requirement for small ski hills;</p> <p>TO DO: Jay to determine how many OFA staff on each Patrol Team.</p>

David Mazzucchi - Ski Shop/Ski School

Dave located the Mt. Cain Policy Manual which contains written policies on most issues (e.g. do bus drivers receive free season's pass?) Discussion regarding creating a pdf copy so each Board member has a copy.

Congratulations to the 8 Mt. Cain staff who graduated from the Level 1 ski/snowboard course. We now have more staff to draw on for ski school

Mt. Cain has some advanced skills courses coming up. Feb. 4/5 need one more participant (\$150 fee); Feb. 11/12 course moved to Feb. 25/26.

Ski shop has earned to date \$9,000 in sales, plus \$4,000 in lessons.

Ski shop surplus snow shoes are being sold via Blue Toque store in Courtenay. Earned \$400 in sales; more snow shoes will be sold.

Ski shop needs to purchase additional rental equipment and bindings. Budget of \$2,500.

MOTION: That the ski shop proceed with purchase of additional equipment. M/David; S/Wendy R; Carried.

Mt. Cain has one Ski School manager and one regular ski instructor. Ski instructor has requested to work at least 4 hours per day.

MOTION: That the ski school will ensure ski instructor at least 4 hours of work per day, including ski instruction and/or other work. M/David M; S/Wendy; Carried.

A volunteer (Doone Kelly) wishes to help apply for grants for Mt. Cain, which requires tracking volunteer hours. Discussion regarding each director keeping track of their volunteer hours and update Board.

Update on injured staff with WCB injury. Has been discharged from hospital; on the mend; Dave M. will complete ad submit WCB paperwork.

The new Dogs on Leash sign relocated to front of Lodge has vastly improved the problem of loose dogs. Discussion regarding a 2nd sign to be placed at entrance to parking lot.

TO DO: Eric will look for pdf version of Mt. Cain Policy Manual or scan into pdf and share via email

MOTION CARRIED

MOTION CARRIED

TO DO: Each Director to track monthly volunteer hours.

TO DO: Lance will order a 2nd sign and install on wood platform.

<p>Kristi Walker – Ticket Booth/Accommodations</p> <p>Kristi advised that the January mid-week discount to accommodations did not result in many sales, likely due to late advertising. But all future weekend accommodations are nearly booked up.</p>	
<p>Discussion regarding mismatched Christmas school breaks between school districts in Port Hardy, Campbell River and Courtenay. The mismatch really impacts families, students and the ski hill. A letter to each school district was suggested.</p> <p>Kristi has completed an Information booklet for each chalet with lists of relevant information.</p> <p>A new person has agreed to remove all recycling from Mt. Cain. Will take recycling down island every other weekend; receive free season's pass (\$85)</p> <p>Discussion regarding Ticket Booth staff procedures; staffing levels; should Manager teach ski lessons; clarify Assistant Manager status; Krisit and Rob (HR) to meet and review issues with Manager;</p>	<p>TO DO: Rob will prepare draft letter to 3 school districts; J Jones will assist with letter.</p> <p>TO DO: Kristi & Rob to meet with Manager to discuss and clarify staffing policies</p>

<p>Neil Borecky – Promotions/Water System</p> <p>Neil followed up with film project but has yet to receive confirmation.</p> <p>Neil has contacted Red Williams well drilling; has yet to receive confirmation;</p> <p>Neil advised that in November, 2015 Mt. Cain received a donated new snow blower (valued \$1,600) for use by the trailer park. Snowblower was taken off the mountain and sold. No discussion with Neil or trailer park residents.</p> <p>MOTION: That Mt. Cain purchase a replacement snow blower for \$1,600. M/Neil; S/Chris; Carried.</p>	<p>MOTION CARRIED</p>
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<p>Tyson Craig – Generators/Roads</p> <p>Lance provided an update on the new bus. Currently in Woss, not working. Tyson will return on Jan. 20 and will supervise repairs. Old bus running well, commutes daily with average 4 staff on board.</p> <p>D8 Cat blew radiator. Rad was only 6 years old. Cost to replace rad</p>	
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<p>\$4,000 Installation complete by Jan. 7. Many thanks to WFP for loan of D7 cat which has been returned.</p>	
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<p>Dave Howich – Groomers</p> <p>Dave advised that groomers have had several repairs: broken window (accident); repaired electrical issue (open door triggers event).</p> <p>Currently, the Black Cat is parked at L4 due to electrical issue (cat runs but tracks don't engage). Spent two hours with Prinoff staff who helped to diagnose issue. Expects to have cat down to shop tomorrow.</p>	
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<p>Rob Burgess-Webb – President & Human Resource</p> <p>Rob received an email request from Canadian Rangers who have come with youth group to Mt. Cain, and wish to park at Mt. Cain parking lot. Will pay a fee. This year, they request permission to have staff bring rifles with them (unloaded) for training purposes. Discussion regarding whether military groups with weapons suitable for family ski hill.</p> <p>MOTION: That Mt. Cain consent to Rangers attending with military weapons as discussed. 6 in favour; 5 against; 1 abstention.</p>	<p>MOTION CARRIED</p>
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<p>Dean Davidson – Lifts</p> <p>Dean was not present, but submitted a written report (copy enclosed).</p>	
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<p>Trevor Hatelt – Electrical/Trailer Park</p> <p>Trevor was not present, but submitted a written report (copy enclosed).</p>	
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<p>James Thomas – Lifts/Grants</p> <p>James advised that the drawings for the new Bullwheels have been officially 'stamped' and certified. He is obtaining a quote to have them constructed. Aiming to have Bullwheels constructed and installed in April, 2017. The Inspector will be present to confirm approval.</p> <p>James is pursuing a grant via MEC. Will investigate further and report back.</p> <p>James asked if Director's Roles and Responsibilities could be reviewed. Wendy R. and Jeff Jones indicated they too were interested in this issue. Discussion ensued to try and address issue at Planning Meeting.</p>	
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Eric Sprenger – Treasurer/Radios

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).

Wages were much higher than 2016, almost double (\$42,000). This is an item of concern. Discussion ensued that all Directors should review staffing levels with their managers to tighten up schedules.

Eric advised that budget for new radios was carried over from last year (\$10,000). He discussed purchase of 12 Motorola radios from Quinsam Electronics in CR. He brought two sample radios with him to try out for the weekend. Discussion regarding price of Motorola vs Kenwood; Quinsam Radio & NI Communications; battery life; pros and cons.

Adjournment 6:50 pm

Next Meeting – Directors Meeting, Saturday, February 4, 2017 at 4:00 pm.

Respectfully submitted

Jeff Jones

Date: Fri, 6 Jan 2017 17:11:45 +0000
From: Dean Davidson <ddavidson@mountcain.com>
Subject: Re: MCAPS Minutes of last meeting
To: Jeff Jones <jjones@mountcain.com>

Hi Jeff,

I have no comments on the minutes.

I will not be at the meeting this weekend.

Lift operation report:

Lifts operating in accordance with CSA code Z98, Lift inspector from the BCSA was on hill Dec. 30/16 and completed an operational inspection and was happy with all aspects, Equipment, staff etc. We discussed the bull wheel replacement and it is moving forward, James will give update. I visited the repair shop where the Patrol sled was dropped off for a estimate for repair. They noted it would be \$7300 to repair, we will not authorize the repair as we can buy a used machine for about \$4000 - \$5000. I have forward the invoice to Wendy K. as they charged about \$300 to do the estimate/disassembly.

Dean

Date: Fri, 6 Jan 2017 14:22:33 -0700
From: Able Electric <ableelec@gmail.com>
Subject: Re: MCAPS Minutes of last meeting
To: Jeff Jones <jjones@mountcain.com>

Hi Jeff,
I won't be able to make this meeting.

RV Park

There's a few members with outstanding fees, I've spoken to people and have been assured they will pay asap.

There's a possible issue with the waste holding tank, it appears to be solids freezing up and looking like the tank is full. Neil might be able to clarify further at the meeting.

Electrical

The Electrical Operating Permit renewal invoice has been sent to Wendy K along with a few hundred dollars in receipts for ongoing work that's been done to the staff accom.

The lodge will be getting some work completed, receptacles above and light below for the ski shop.

As far as I know there are no outstanding items, if Lance has any other items they can be added to the list and discussed later.

All the best to you and the board,
Trevor