



**2015/2016 Season
MINUTES OF THE PLANNING MEETING
May 7, 2016
(Meeting #8)**

Directors		Present	Not Present
1. Neil Borecky	President – Promotions	Y	
2. Robert Burgess-Webb	Vice President – HR	Y	
3. Jeffrey Jones	Secretary - Legal Liaison	Y	
4. Eric Sprenger	Treasurer	Y	
5. Jason Stevens	Patrol Director		N
6. Lance Karsten	Buildings & Construction	Y	
7. James Thomas	Operations - lifts		N
8. Peter Davidson	Operations – roads/generators	Y	
9. David Howich	Operations – groomers	Y	
10. Kristi Walker	Ticket Booth/Hospitality Director	Y	
11. Wendy Ravai	Administration		N
12. David Mazzucchi	Ski School	Y	
13. Sarah Poole	Events	Y	
14. Trevor Hatelt	RV Park and Electrical	Y	

The meeting was called to order at 9:10 am. The meeting was chaired by the President, Neil Borecky.

The Agenda was reviewed as circulated.

MOTION: That the Agenda be adopted as circulated. M/Neil; S/Eric; Carried

Minutes of the April 2, 2016 Meeting were reviewed.

MOTION: That the Minutes of the April 2, 2016 be adopted as circulated. M/Rob; S/Neil; Carried

Calgary Groomer Conference

Dave Howich reported on his three day trip to Calgary to attend the 3 day Prinoff/Bombardier groomer maintenance conference. He advised the conference was well worth attending and extremely useful. Snow cat staff from all over Western Canada were in attendance. Dave was the only person present who was not working in a paid position.

Dave was approached by an Alberta company which rebuilds snowcats, groomers and tillers. They had a near-new tiller which they would sell to Mt. Cain for \$2,000 (worth \$25,000 new). They also had a rebuilt set of groomer tracks which they would sell for under \$20,000 (worth \$45,000 new). Dave explained we need both items as the Red Cat tracks need substantial repairs, at a cost of \$12,000 in parts, with two weeks volunteer labour for three people.

Discussion was hard regarding authorizing Dave to proceed with purchasing the tiller, groomer tracks and trade in the old tracks for a budget of \$20,000. Proposal tabled until the end of the Planning Meeting.

Accommodation Options on Mt. Cain

Lance Karsten discussed the status of our staff accommodations.

1. Staff House, has 7 sleeping rooms plus two kitchens and common area. Rooms currently sleep 4 people per room. Additional beds can be added to certain rooms. Can increase capacity for a further 4-6 beds if needed. Two families were in the Staff House last season, one with one child, one with two children. Most staff are underage, but each year this could be variable.
2. Lortie Chateau – sleeps one person. No kitchen facilities; cold; underinsulated; discussion regarding retaining Lortie Chateau; move chateau; remove chateau;
3. Handyman trailer – discussion about moving trailer; expanding to new building off Cat shed; will be adding two youth plus handyman on some weekends;
4. Groomer accommodation in Coyne building; currently utilizes Room #1 and #2; discussion of removing wall or not; requires change in electrical and plumbing; future considerations;
5. Coyne accommodation in Coyne building; currently utilizes Room #3 and #4; away last year due to medical scheduling issues;

Discussion ensued regarding use of additional accommodation options (as set out above); for future, will need private accommodation for grader operator, groomer operator; HD/Millwright mechanic;

Section 8 Snowsport Institute Proposal – Tom Arnold

Tom Arnold, Mt. Cain's ski school manager, attended at 10:00 am to present a proposal. Tom and his partner Tobin own and operate a snowsport program where international attendees travel to Canada for the program held in BC. Currently they operate in Mt. Washington but could also operate in Mt. Cain. One option is for a specially designed month long course where the participants (6-10) would stay at Mt. Cain and volunteer in various jobs. This is a concept course which would not operate in 2016-17, but possibly in 2017-18. Mt. Cain could open for a 4th operating day each week (four Tuesdays). The participants could help in running lifts, ski patrol, shovel crew, ski school. The remainder of the week (Wednesday, Thursday and Friday) the lifts would be closed and they would pursue backcountry training. Section 8 would pay for accommodation (Blueberry and Cypress Chalet for one month; lift tickets for all participants; plus additional payment to open lower lift on Tuesdays.

The second proposal is that the existing 2016-17 fifteen week program would spend three weeks at Mt. Cain, namely, Weeks 11, 12 and 13 (Sunday, March 19 through to Saturday, April 8). Mt. Cain would not open on Tuesdays. But Section 8 would rent Blueberry and Cypress Chalet for 21 days pay for all lift passes; cover any other costs; stay over mid week; provide their own rescue plan in the event of a medical emergency; road will not be cleared mid-week; generator power will not be available mid week; Tom completed his presentation and was thanked.

Discussion ensued. The chalets rent for \$300 per night on weekends, half price for Sunday night, which is \$750 per weekend. Over three weekends Mt. Cain earns \$2,250. Both chalets would earn \$4,500. They are fully booked each season. Guest bring up to 10 people each and pay full lift ticket prices (20 for both chalets). The chalets are very popular with regular Mt. Cain clientele. There should be a financial compensation to Mt. Cain for removing both chalets from the public rental pool over and above what Mt. Cain would normally earn. Public rental of the chalets brings both tangible benefits (\$4,500 each plus up to 10 weekend lift ticket sales) and intangible benefits.

Discussion was had regarding charging \$6,000 per chalet for 21 days, total \$12,000 for next year, plus GST.

In addition, each participant would purchase lift passes for each weekend for \$100 per weekend, x 3 = \$300 per student (each student has a Mt. Washington seasons staff pass, entitling them to reduced ticket prices at Mt. Cain). In addition, the participants are available to assist with weekend ski lessons, ski school on Monday's, liftee work and ski patrol. All at no cost to Mt. Cain. In addition, this will expose Mt. Cain to an international group of travellers who otherwise would not come here.

MOTION: That Mt. Cain will agree to rent the Blueberry and Cypress chalets to Section 8/Tom Arnold from Sunday, March 19, to Saturday, March 8, 2017 for \$6,000 each, plus \$300 per participant for lift tickets, plus GST on all costs, on the basis Section 8 will have a plan in place for rescue mid week in the event of an emergency. M/Jeff; S/Neil; Carried.

Staff Bonus Policy

Discussion was held regarding whether the staff bonus of \$2 per hour should be offered to ski instructors. Pros and cons were listed; ski instructors don't have many hours; it offers an incentive to remain for the season; it creates parity with other staff

MOTION: that Ski Instructors receive a staff bonus of \$2 per hour if they complete the season. M/Eric; S/Neil; Carried

Bus Replacement

Mt. Cain needs a new bus, as the old bus is quite old and in need of repairs. Last season the average ridership of the bus was 4-6 people. A larger, 50' bus is not required. Discussion was held about possible options: an 11 passenger van. It was agreed they do not handle well in snow and are not suitable for Mt. Cain. In the end, it was agreed that replacing the current bus with a newer version would be the best route;

Installation of New Generators

Pete advised that he was able to purchase two 115 kw diesel generators from a sale of Coast Guard equipment, plus two pallet loads of extras. They are fully rebuilt, with less than 1,000 hours. They were originally set up as 480 volt, 3 phase power, and have been converted to 208 volt, 3 phase power. He delivered them from Victoria to Dan Claire's shop in Port Hardy (Black Cat Repairs) last week. Dan will reconnect the radiators and ensure they are running.

Discussion ensued regarding Phase 1: installing the two generators in a shipping container on the ski-hill side of the new Shop. Sound proofing will be added and an exhaust system. Installation will proceed spring/summer 2016. The generator will be connected to the power system via overhead cable ducting with an electrical switch box.

Budget Discussion: Cable costs \$2,500; Shipping Container \$3,500; Mechanic labour costs; Muffler system; Sound proofing;

Phase II: Connect generator to L1. Spring/summer 2017. Replace diesel engine with 50 hp electric motor to run L1. Requires hiring backhoe to dig trench from generator container along back side of Shop and Kapitany Lodge to L1; purchase cable; bury cable; set up switch box;

Ski Helmet Replacement Policy

Dave Mazzuchi looked into whether there are ski association standards regarding replacing ski helmets which Mt. Cain offers to all youth skiers at no cost. CWSAA has no policy; Mt. Cain's insurer Geougon has no requirements; CWSA said to check with manufacturers. They 'recommend' purchasing new helmets every three year; there is no evidence behind this except it promotes sales; the cost replace Mt. Cain's helmets is \$4,000; Mt. Cain's helmet are over three years old but otherwise appear in good condition; wearing a helmet is better than not wearing a helmet; hard to imagine Mt. Cain being careless by offering helmets to youth at no charge, even if they are three years old; it was agreed that Mt. Cain would inspect the helmets at the beginning and end of each season; broken or cracked helmets will be discarded;

Operations Position

How have the lifts have historically been managed at Mt. Cain? Some years ago Mt. Cain had a paid position for HD mechanic/equipment operator who was available all weekend to operate and repair the lifts as well as clear road and run the cat and grader. This practice changed when Helen & Casey Brown joined Mt. Cain in 2003. In 2004 Helen became Operations Director and she and Casey ran operations until February, 2009, when they stepped down (burnout). Later that summer, an agreement was made with Dean Davidson to be the volunteer Operations Director for 4-5 (?) years. Dean joined the Board in September, 2009. In exchange he would be granted the right to purchase the last remaining cabin lot at Mt. Cain. Since from 2009 to 2012 Dean Davidson was the Operations Director. In the 2012/13 season, James Thomas became the Operations Director. Recently James reported that it is a very significant amount of work involved in running the lifts and as a volunteer position, being on call each weekend is unsustainable. James had stated he would complete the position for the 2015-16 year but would not continue for 2016-17.

Discussion was held regarding finding a volunteer director to continue Lifts Operations vs hiring a paid position. It was agreed that there was no volunteer director who could be identified to run the lifts. The only solution is to hire a HD/millwright staff. The position would provide 24 paid hours per week (longer if needed); four month in length (December to March, depending on snow); \$35 per hour; \$2 per hour bonus for completing the season; 14 weeks at 24 hours per week = \$840 per week = \$10,000 per season; applicant should have background (if possible) in HD mechanics; equipment operator; millwright training; electrical trouble shooting; will receive seasons pass and accommodation;

Job should be offered first to local members of Mt. Cain community (Lucas, Doran, Tom, Bonc, Tyrell). Rob and Neil will approach existing possible staff to discuss the job; if no-one accepts the job, newspaper ads to be take out in August (3 weeks) in NI Gazette and Campbell River Courier/Island papers; hiring committee to consist of Rob Burgess-Webb, Dave Howich; Pete Davidson;

It was also agreed that Mt. Cain still needs a Director of Operations to supervise the staff position and maintain communications between the Board and Operations.

MOTION: that Mt. Cain hire an Operations Staff as set out above for the 2016-17 ski season; M/Neil; S/Pete; Carried.

Accommodation Booking Staff

Mt. Cain's Accommodation agent has given her notice and the position is open. Two applications have been received from existing Mt. Cain staff. Both are qualified. The job requires the applicant to have a POS machine installed at their residence; Internet installation; dedicated extra phone line; wages are \$18 per hour; 3 hours per day maximum; _ hour per day minimum; involves responding to all inquiries; booking accommodation; receiving funds; transferring funds to bookkeeper; follow up with customers; in addition, will be paid one hour per Friday to meet guests as they arrive at Mt. Cain; Discussion of each application;

MOTION: That Mt. Cain offer the position of Accommodation Booking agent to Asia; M/Eric; S/Neil; Carried.

Electrical Upgrades at Lodge

Discussion was held regarding upgrading electrical services in the Lodge;

Staff Accommodation

MOTION: That Mt. Cain purchase a used fridge/freezer for the Staff Accommodation kitchen; M/Sarah; S/Neil; Carried;

Water System

Discussion regarding installation of the new water system. Neil will apply for a water licence; Mt. Cain will proceed to drill a well; discussion about costs of well drilling; Red Williams Well Drilling will provide estimate; Drill Well to be contacted to obtain an estimate; what are mobilization costs;

Final Discussion Authorizing Expenses

MOTION: That the following budgets be authorized to be spent:

- 1. Dave Howich to purchase Tiller and Rebuilt Tracks for \$20,000;**
- 2. Dave Howich to purchase pump-test kit for Groomers for \$1,000;**
- 3. Lance Karsten to purchase drop ceiling for Kapitany Lodge for \$2,500;**
- 4. Peter Davidson to implement Phase I of installing the generator, for up to \$15,000 (shipping container; delivery; mechanic costs; exhaust; sound proofing; wiring; switching);**

M/Eric; S/Dave Mazzuchi; Carried;

Mt. Cain Racing Program

Chris Lindsay of Mt. Cain Ski Patrol has submitted a proposal to set up a racing program for Mt. Cain youth. It is intended to work with existing Power Puppies and Powder Hound programs. Ages 8-15, with focus on advanced skiing and snowboard skills; Mt. Cain has talented youth who have outgrown Powder Hounds; Chris will operate program as volunteer; requests Mt. Cain purchase computerized timing system (\$1,000) which can be used for all other Mt. Cain events; pay for ski instructor/coaches; additional snow fencing; Chris would seek to host two races in the 2017 ski season; travel to Mt. Washington for event if schedule permits;

MOTION: That Mt. Cain authorize Chris Lindsay to set up a racing program for Mt. Cain; authorize purchase of timing system for \$1,000; Dave Mazzuchi will be liason with Chris; M/Neil; S/Pete; Carried;

Lift Ticket Prices

Discussion regarding raising lift ticket/season's passes prices by 3-5%. Christy will prepare a draft price list and circulate via email; general agreement to raise prices by 3-5%.

Adjournment

The meeting was adjourned at 3:35 pm.

Next meeting to be held: **AGM weekend** in September, 2016

Respectfully submitted
Jeff Jones