



Mount Cain Alpine Park Society
P.O. Box 1225
Port McNeill, BC
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**2014/2015 Season
MINUTES OF THE MEETING
November 1, 2014
(Meeting #3)
Mt. Cain Ticket Booth at 4:00 pm**

Directors - Present

Neil Borecky	President – Promotions
Robert Burgess- Webb	Vice President – Events
Jeffrey Jones	Secretary & Legal Liaison
Eric Sprenger	Human resources
Janet Rygnestad	Patrol Director
Lance Karsten	Buildings & Construction
Rob Salsman	Operations – groomers
Pete Davidson	Operations – roads/generators
Trevor Hatelt	RV Park and electrical
Kristi Walker	Ticket Booth/recycling

Administration

Jennifer Lash

Guests

Sarah

Directors – Not Present

Wendy Ravai	Administration
Jason Stevens	TBA
Kelly McMahon	Ski School
Dave Pruden	Risk Management
James Thomas	Operations - lifts

Meeting called to order at 4:09 pm

Minutes of the October 4, 2014 Meeting

MOTION: That the Minutes of the October 4, 2014 be adopted as circulated. M/Neil Borecky; S/Rob Salsman;

Action Items

**MOTION
CARRIED**

Topic**Action Items**

Electronic/Email Motions – There were no electronic or email motions since the last meeting.

Treasurer's Report – Jen Lash

Jen Lash presented the Treasurer's Report, and filed an updated Budget. Wendy Knudsen has received a grant cheque for \$10,000 (as expected). Bullwheel costs \$5,000 so far (as expected). No other income as ski season hasn't begun. Review of Staff Accommodation budget. To date project is within budget. Paid costs \$43,000; Windsor Plywood \$13,000; bedroom costs, \$13,000; Propane furnace, \$6,000; Backhoe and machine work \$10,000; Carpentry \$2,000; Additional misc \$6,000; Total to date \$93,000, which leaves \$4,000 additional funds available; Jen Lash and Lance confirmed that over all, building project is on budget and may be available for occupancy for this years ski season;

New Business – Youth Programs

Jen Lash presented a proposal to offer a series of 1 hour evening classes held at the Staff Accommodation for teen youth (14 and over). Kristie Walker suggested classes also include younger children. Classes would include topics on Avalanche training, winter camping, first aid. Discussion ensued.

Action Item

Jen to look into setting up youth programs.

New Business – Youth Avalanche Course

Janet explained there is a certified youth ATSR (Avalanche Safety Training 1) avalanche course available this year at Mt. Cain. Cost structure could be \$185 for the course, with a \$50 donation to Mt. Cain. Or, \$185 for the course, with youth staff eligible for a \$50 bursary/scholarship from Mt. Cain. This initiative is being proposed by Lisa Stauffer, Patrol Team Leader for Team 3, who is a Level 2 CAA ITP ("Canadian Avalanche Association Industry Training Program). Dave Kallai and Janet are Level 1 CAA ITP (which is distinct from ATS1 and AST2 courses.) This would be a two day course, over Saturday/Sunday. 2 hours in the morning each day, then on the hill all day.

Action Item

Board should decide if Janet can proceed with this program.

Action Item

Janet will make suggested process for \$50 scholarship.

Proposed weekend course dates are: December 27/28; Jan. 24/25; Feb. 21/22; March 21/22.

New Business – Staff Accommodation Policies

Jen Lash advised that a subcommittee met to discuss possible policies for the Staff Accommodation Building (copy attached). Discussion about over-night fee; is \$10 too high; what about \$5? Policy for non-staff visitors; policy for youth staff vs adult staff; training evening; guest departure time 10:00; lights out time 11:00;

Action Item

Board to finalize the Staff Accommodation policy.

DIRECTOR REPORTS**Neil Borecky – President**

Jan from Island Alpine Guides wishes to purchase \$20 two ride passes for his avalanche awareness students (for a single lift ride to L4 Saturday morning and Sunday morning). He had proposed this last year as it is

the same deal he gets with Mt Washington. Lengthy discussion was had regarding this program. Issues include how does Mt. Cain enforce it if students use lift ticket to keep skiing; does program benefit Mt. Cain; Jan has suggested offering a public presentation in the morning in the Lodge about avalanche conditions.

MOTION: that Island Alpine Guides be permitted to purchase lift passes, reduced from \$45 to \$10 each, for a single lift ride to L4 on Saturday and Sunday mornings on the date of the course (\$20 for two days), on the condition that Island Alpine Guides agree that if a student or instructor violates the terms of the pass, IAG will pay for the full price of the lift pass (\$45). M/Neil Borecky; S/Trevor Hatelt;

MOTION CARRIED

Robert Burgess-Webb – Special Events

Rob and Sarah presented the schedule of events that are planned for Mt. Cain. There are a number of Mt. Cain 'sponsored' events as well as non-sponsored events which are organized by members of the public or private groups. Discussion was had about other possible events, including geocaching, movie night, photo contest. The calander of events is currently as follows:

Date		Event
Jan 3/4	Saturday & Sunday only (closed Monday)	
Jan 10/11	Saturday & Sunday (and Monday if school group is booked for ski school)	
Jan 17/18	Saturday & Sunday (and Monday if school group is booked for ski school)	Women's Weekend (unsponsored event) Avalanche Awareness Day (Avalanche Canada's province wide event)
Jan 24/25	Saturday & Sunday (and Monday if school group is booked for ski school)	Cain Cup race – ski race (sponsored by Mt. Cain)
Jan 31/Feb 1	Saturday & Sunday (and Monday if school group is booked for ski school)	
Feb 7/8	Saturday & Sunday (and Monday if school group is booked for ski school)	Backcountry weekend (unsponsored event)
Feb 14/145	Saturday & Sunday (and Monday if school group is booked for ski school)	Blueberry Jam – snowboard event (sponsored by Mt. Cain)
Feb 21/22	Saturday & Sunday (and Monday if school group is booked for ski school)	Telefestival – teleskiing event (sponsored by Mt. Cain)

Feb 28/Mar. 1	Saturday & Sunday (and Monday if school group is booked for ski school)	
March 7/8	Saturday & Sunday (and Monday if school group is booked for ski school)	
March 14/15	Saturday & Sunday (and Monday if school group is booked for ski school)	
March 20/21/22/23	Friday, Saturday, Sunday & Monday	Kids Fest – kids event (sponsored by Mt. Cain)
March 27/28/29/30	Friday, Saturday, Sunday & Monday	
April 4	Saturday only, last day of Mt. Cain ski season	

Jeffrey Jones – Secretary and Legal Liaison

Jeff looked into the Working With Children – Criminal Record Checks (CRC) program. This BC program was designed for organizations that typically work extensively with youth, such as schools, coaching programs, sports teams and others. Ski schools would fit within the program guidelines, while general ski resort staff or ski patrollers might not. If MCAP required ALL staff, directors, ski patrollers and volunteers to comply with the CRC process, it means someone would have to ensure each person files their CRC prior to beginning work at Mt. Cain. It also requires a policy as to what will the response be by MCAPS if a person has a record. Would it mean no-one with a record can work at Mt. Cain? Or would the nature and date and circumstances surrounding the event be considered? MCAPS would have to appoint one person (or a committee) to deal with all CRC checks. Also, there are significant privacy requirements in the program (e.g. entire Board should not discuss individual CRC's). Options for Mt. Cain include requiring everyone to obtain CRC; no-one to obtain CRC; or limit to groups that work directly with youth.

MOTION: That Mt. Cain adopt the Working with Children – CRC program, which shall apply to the following staff positions:

1. All adult ski instructors who work of Mt. Cain Ski School;
2. All adult caretakers who supervise youth staff and stay in Staff Accomodation building;
3. All adult staff who supervise youth employees (liftee supervisors; ski shop supervisors; ticket booth supervisors);

Motion: M/Janet Rygnestad; S/Neil Borecky;

MOTION CARRIED

Jeff confirmed the process needed for Mt. Cain to renew its list of Directors as required by the Licquor Control Board for the Mt. Cain liquor licence. The top four “executive officers” must sign the renewal form, which normally means the President, Vice President, Secretary and Treasurer. Discussion was held as to who are the MCAPS executive officers and they should be identified by way of a motion.

MOTION: That the following Directors are elected to the following positions:

Neil Borecky –	President
Robert Burgess-Webb –	Vice President
Jeffrey Jones –	Secretary
Wendy Ravai –	Administration

M/Neil Borecky; S/Eric Sprenger;

MOTION CARRIED

The Liquor Licence filing form will be signed by Neil, Rob, Jeff and Wendy and sent in. In addition, the Liquor Board requires all four executives to submit to a Criminal Record Check (which is a different kind of CRC than the Working with Youth program) and obtain a Serving It Right online certificate as offered on line. Both Wendy Ravai and Neil Borecky have already submitted to a CRC (which is good for 5 years) and have a Serving It Right certificate. Jeff and Rob will complete these steps.

Eric Sprenger – Human Resources

Eric provided his report on HR. Noted that Mt. Cain can become eligible for Customized Storage in the Cloud; each Director may apply for and receive their own email address; still looking to hire a Ticket Booth manager (will discuss with Ali Romanow); looking to hire primary groomer operator (has potential part time people, Dean Davidson; Nahum Robertson; will get potential application name from Janet Rygnestad;

Janet Rygnestad – Patrol Director

Janet provided a follow up to the action items from last month:

WorkSafeBC and the BCSA have a Memorandum of Understanding that they will share information and work together where applicable on investigations that involve injuries to staff or members of the public and equipment on ski hills.

<p>How do the WorkSafeBC (formerly WCB) regulations connect and overlap with the BC Safety Authority lift inspection regulations on a ski hill? She explained that BC Safety Authority is who deals with any incidents involving lift equipment. WorkSafeBC deals with any incidents involving staff. It is not clear whether they have authority over volunteers</p>	<p>Action Item Janet will try and verify if WorkSafeBC regulates volunteers on ski hills.</p>
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Janet noted that James, she and Trevor will research possible choices of climbing harnesses for people to use when climbing towers. They have not yet met.

Janet agreed to write the BC Community Gaming Grant application but it is not due until February, 2015.

Janet provided a written report following her attendance at the CWSAA Risk Management Meeting in Kamloops on October 8, 2014 (copy attached). A major change has occurred in the ski hill industry regarding its approach to back country. Ski hills now accept that the public accesses backcountry and that more information about avalanche risk is a good thing. In addition, ski patrol

can assist with rescues and should remain 'checked in' for insurance coverage. There is a specific protocol Mt. Cain Directors should be familiar with in the event of a missing person lost out of bounds.

Mt. Cain can apply for \$1,800 funding via the CWSAA for education purposes.

<p>Janet noted that Jan 17, 2015 is Avalanche Awareness Day, in conjunction with Avalanche Canada's province wide initiative.</p>	<p>Action Item Janet will apply for financial support for this event through the CWSAA's Small Areas Fund.</p>
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Lance Karsten – Buildings and Construction

Lance provided an update to the Staff Accommodation project. The steel roof was installed, which provides fully coverage around the walkways. Old furnaces are being torn out (old and inefficient); will order new high efficiency propane furnace; still needs volunteers to help complete interior of staff building; can use skilled and unskilled volunteers;

<p>Lance noted that Mt. Cain is receiving donations in memory of Tavis Menzies, a long time Mt. Cain skier, who recently died in a car accident; there should be a Tavis Menzies Memorial account set up; Mt. Cain needs to decide the purpose of the fund;</p>	<p>Action Item MCAPS to create the Tavis Menzies Memorial fund and determine the purpose for the funds.</p>
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James Thomas – Operations – Roads/Generators

James is away but provided a written report regarding his ongoing work on the bullwheel. He will be up to Mt. Cain next week. The Bull Wheel will be engineered by a new engineering contact. Funds have been received towards the cost via \$10,000 from the North Island Coast Development Initiative Trust money.

Rob Salsman – Operations – Groomers

Rob gave an update on the groomers. Still needs a primary operator. Red groomer is ready for the season. Black groomer is older, will need TLC during operations.

Trevor Hatelt – RV Park and Electrical

Trevor provided an update to RV Parks and electrical. Rip rap will be removed from the staff building area and relocated to the RV park area by Stuart Abernethy next week. Electrical will be installed to the staff building (underground). Stu Abernethy will dig trenches and be up with two crew.

<p>Rob Salsman has purchased a steel 'sea can' which was delivered to the Mt. Cain parking lot in August. RV lot is currently full. Is there a suitable location for the seacan? Rob has offered to donate the seacan to Mt. Cain in two years. No decision was reached.</p>	<p>Action Item The Board needs to decide if the seacan is suitable structure for Mt. Cain and if so, is there room for it to be parked.</p>
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Peter Davidson – Operations – Roads/Generators

Pete advised that he spoke with Stu Abernethy. Last year roads operations were split between four people: Stu, Campbell Wilson, John Rainbow and Dan Fear. Pete will find out if this system can work again; if not will need machine volunteers; Fuel tanks are being refilled due to current lower price of gasoline and diesel.

Kristi Walker – Ticket Booth/Recycling

Kristi updated the status of the Ticket Booth. Wendy Knudson will work with Kristi to get the Ticket Booth ready for the season.

Neil Borecky – Advertising and Promotions

Neil confirmed he will attend the Snow Show in Victoria on the weekend of November 29/30. New Mt. Cain article will be in Air Canada; new publication coming out called the Comox Valley Collective; Rob Burgess will be attending the Blue Toque Parking Lot Snow Sale event in Courtenay on Nov 16; Janet will be attending the Banff Mountain Film Fest in Nanaimo on Dec 2 and 3.

Training weekend will be held at Mt. Cain on November 29/30 (subject to weather). Everyone is welcome to attend.

The following Reports were not available as Directors not present.

Jason Stevens	TBA	Attending a Course
Kelly McMahon	Ski School	
Wendy Ravai	Administration	Unable to attend this meeting due to ongoing medical condition.
Dave Pruden	Risk Management	Unable to attend meeting as Dave is working in northern BC this weekend.
James Thomas	Operations - lifts	Working in Victoria but provided written report

Next Meeting to be held:

SATURDAY, DECEMBER 6, 2014 AT 4:00 pm
at the Mt. Cain Ticket Booth

Adjournment The meeting was adjourned at 6:48 pm.

Respectfully Submitted

Jeffrey Jones