



**Mount Cain Alpine Park Society
October 25th 2021 Board Meeting Minutes
2021-22 Season**

The Mount Cain Alpine Society acknowledges that Mount Cain is located on the territory of the 'Namgis First Nation, we honour and respect our relationship with this nation and are grateful to be able to recreate on these lands.

Call to Order: 7:03pm
Meeting chaired by David Mazzucchi online

Join Zoom Meeting
<https://us02web.zoom.us/j/88575052490>

Adoption of the October 12th Minutes
M: David Mazzucchi S: Pete Davidson Motion: PASSED

Additions to and Adoption of the October 25th Agenda
Additions: Mike Green

M: David Mazzuchi S: Matiss Valdmanis

Agenda:

1. Unfinished Business and Action Items from October 12th
2. Subcommittee Updates
3. Director's reports

Attendance

Name	Director	Executive Role	In Attendance
David Mazzucchi	Snow School & Ski Shop	Chair	
Eric Sprenger	Tech Support	Treasurer	
Erin Pickering	RV Park	Secretary	
Greg Muirhead	Patrol	Vice Chair	
Darryn McConkey	Grant Applications		

Dean Hunchuk	Buildings & Construction		
Kathryn Wykes	Operations- Groomers		Absent
Ken Griffith	Human Resources		Resigned Sept. 2021
Mike Green	Operations- Road/Generators/ Bus		
Dave Steele	Operations- Lifts		Absent
Rob Burgess Webb	Hospitality (Interim)		
Pete Davidson	Occupational Health and Safety		
Matiss Valdmanis	Events		
Alec McBeath	Administration		
Jen Lash	Communications		

1. Unfinished Business & Action Items

- **ACTION ITEM:** Outline summer director role and responsibilities; need for DOD inclusion – discussion at October Board meeting.
 - o Greg will work on an outline and has volunteered to be summer director on a trial basis next summer. - -- See Appendix A – COMPLETED
- Eric Sprenger: Online pass sales update for 2021-22 season- Working with Hospitality and Ticket Booth – this will not interfere with purchasing a pass on the hill. - **CONTINUES –to be complete by Training weekend.**
- Mike Green will send details to Erin Pickering for Facebook Marketplace ad. If not sold by beginning of season it will be sent for scrap. **IN PROGRESS**
- Directors are to put 3 or more sponsor posters/calendar in their communities where possible. - **IN PROGRESS**
- Update: New sewer system and old system upgrades - construction to begin by Mid-September
 - o 2 items that needed to occur – upgrades to current system – first stage complete. Another run of pipe is required for current system – **in progress**
 - o Second septic system will be installed for new lodge – pending.
- Directors are asked to review the purchasing policy's document and provide feedback to Eric regarding approval limits, expenditure times – are there any categories missing? - **feedback received – new draft coming via email.**
- Action: Eric will get a list of vendors with accounts put in the director SharePoint. - **In progress**
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2. Subcommittee Reports/Updates

- a. **New Lodge Building Committee Chair: Dean Hunchuk** – see notes in Dean's report.

3. **Donations/Volunteer Committee: Chair Darryn- Friends of Mount Cain – thank you & signage update (via the Donation Committee) - Darryn, Mike, Dave S, Matiss. - remains in progress next update: December**

a. Parking Lot/Camping Sub Committee: Chair Kathryn Wykes –

- i. **Trailer Park Sub Committee: Chair Eric Sprenger – no updated at this time**
– Erin to send letter to RV Park residents – **In progress**

b. Discussion of Mandatory Vaccination

- i. Some board members feel that vaccinations should be mandatory for staff and anyone else staying in accommodations.
- ii. Policy will need to be drafted regarding vaccinations and vaccine accommodations. Pete and Alec will draft policy for October 25th mtg. - **Draft policy pdf has been emailed to the board in advance of this meeting.**

New Motion to clarify the revised motion (in appendix A):

For the 2021-22 season, all Directors, Staff, Ski Patrol, Snow School, Contractors, and Contractor Employees must show proof of vaccination by training weekend (November 27th) and be double vaccinated two weeks prior to opening weekend. All returning Directors must show proof of vaccination before the AGM. All MCAPS members accepting nominations to be a director for the 2021-2022 season must be vaccinated or they have the good intention to be vaccinated by training weekend. A policy for people who cannot be vaccinated on health or religious grounds will be made available by training weekend.

M: David Mazzucchi S: Dean Hunchuk

Motion: PASSED – 13 in favour, 1 opposed.

c. Oct 20th Mountain Resorts and RDMW visit to Mount Cain Update:

- In attendance: Bill Hunter MR, Jen Gode MR, Greg Fletcher RDMW, Dave Steele, Dean Hunchuk - met in inclement weather.
- New Lodge discussion and project tour.
 - Base Area tour.
 - Discussion of MCAPS leadership and relationship with 'Namgis
 - Both province and regional district interested in looking at where visitors attend from - *no membership information was shared beyond a summary of locations.*
 - MCAPS informed about upcoming grants. - Greg Fletcher to be in contact with Darryn.
 - Fire Hazard Abatement work. - hard copies of prescriptions provided.
 - RV Foot print discussed.
 - Requested additional funding for the Mt. Cain Rd from province.
 - **ACTION: Need Holding Tank Pump and Haul agreement to be signed - EXEC**
 - **ACTION: Dave Steele will upload notes to SharePoint site.**

Directors Reports

Director of Ski Shop and Snow School – Chair, David Mazzucchi

1. **Unfinished Business:** Continue discussion of guest vaccination requirement at the next meeting.
 - Further discussion regarding the Kapitany hostel, there are a few directors who are feel strongly that vaccines should be required. However, enforcement of this would be near impossible - the PASSED Motion from the October 12th meeting stands.
2. Will masks be required anywhere outside? Lift lines? Lift attendants? Snow School?
 - Currently the health order is ambiguous at this time regarding lift lines. Currently resorts are deciding based on their communities.
 - Physical Distancing remains one of the most important health measures in preventing spread.
 - Mount Cain commits to following all public health orders for the upcoming season.
3. Raise lift ticket prices?
 - Not at this time. Accommodation prices increased this year, we will revisit next year.
 - **Action Item for November/December Meeting** – discuss ticket refund policy – regarding long lines.
4. What employees stay in what spaces?

Move into Camera 8:35pm

- Looking for Cleaners/Lodge Hosts for upcoming season.
- Room on End of Coyne Building - central location for First Aid Attendant.
- Greg and David will assign rooms for their managerial staff.

Move out of Camera 8:37pm

Rise and Report Staff Accommodations were discussed.

5. Are we interested in limiting skier numbers or is that even possible?
 - No. We expect that with provincial restrictions lifted and the reopening of many sports, the numbers will return to more regular.

Director of Administration, Alec McBeath

1. discussion of Lodge capacity and beer garden - continued.
 - Lodge capacity will operate at 100% as per the current health orders.
 - The Beer Garden will not be a constant fixture as it is no longer necessary.
2. Liquor license renewed with options for the beer garden
 - we will need new criminal record checks from all directors to update after the AGM
3. **Action:** Alec will get an estimate from insurance provider regarding volunteer waiver and accidental death and dismemberment insurance **IN PROGRESS**
4. **Action:** Greg will share the ski patrol waiver with Alec – and then have waiver checked by a lawyer **IN PROGRESS**

Director of Buildings, Maintenance, and Construction – Dean Hunchuk

- Jean-Luc & Sally - busy upgrading their accommodations and will be completed for this upcoming season. – **in progress.**
- Generator room fire proofing (concrete board) – **in progress.**
- New weatherproof room for VFD at L1 to be constructed – **in progress.**
- Painting of Coyne building to proceed on October 16 & 17 – **in progress.**
- Heating solution for L2 & L4 (generator and electric heater) will need to be bought for this season. – **in progress.**
- Propane Stove from Ski Patrol shack – **in progress** – still trying to find service provider to have unit serviced.
- Groomer shed/shop – big doors of need some screws replaced. – **in progress.**

Director of Ski Patrol – Greg Muirhead

Summer Directorship outline – see Appendix B.

Director of Technology / Finance – Eric Sprenger

1. Thanks for all the feedback on the spending policy, I haven't had time to consolidate but will have it ready for the next meeting.
2. We have hired Jaclyn Emery back to help Danielle with the book keeping responsibilities.
- 3.

Director of Operations: Roads - Mike Green Addition –

1. Territorial Land Acknowledgement
 - It is important to ensure that a land acknowledgement is authentic and truly reflect
2. Hapush Sholder Cut Block - we are grateful for the open communication with WFP regarding this area and its value to Mount Cain, in response WFP reengineered their cut block to a retention model – reducing the physical area being logged.

Motion: To write a letter on behalf of MCAPS thanking WFP for hearing our concerns and making changes to their cut block design on Hapush.

M: Dean Hunchuk S: Rob Webb Motion: PASSED with one abstention

Action: Jen will draft letter in November.

3. Vancouver Island Modernized land use planning committee:
 - **Action:** Land Use Committee will be presenting draft recommendations to the Board soon. (At next meeting)
 - Land use discusses zoning and land value.

Addition: Structure for AGM – Directors At Large VS Directors of specific portfolios

- Discussion Points:
- Should we be asking for folks to be directors and then assign portfolios once all director positions are elected.

- One issue is that there are often particular skills sets that will be most beneficial for different areas.
- Vacant portfolios are sent out in advance of the AGM in hopes of finding folks who may have a skill set needed in that area.

AGM Preparation:

- Event is happening on TEAMS – Webinar
- People need to log in with their REAL NAME
- The meeting will open at least 15 minutes in advance.
- Voting will happen in the chat through FORMS.
- Forms allow for post-election audit.
- Members can ask questions through the chat function.
- **Please send AGM Motions to Eric for preloading.**
- **Directors are reminded to log in with mount Cain email.**

Next MCAPS Meetings:

AGM October 30 12 - 2pm

2021-22 Newly Elected Board of Directors Meeting: October 30th 2:05pm

Appendix A -

Director of Summer Mountain Operations - DRAFT SUMMER DIRECTORSHIP OUTLINE

The Director of Summer Mountain Operations provides leadership, management, and direction for all summer mountain operations, events and accommodation bookings at Mount Cain Alpine Park. The Director of Summer Mountain Operations will support the management and operation of accommodations and general facilities deemed to be operationally fit for use during off-season bookings and use. The Director of Summer Mountain Operations will report laterally to the Mount Cain Board of Directors and work alongside and provide direction to all summer employed mountain management and contractors during summer operations (subject to the discretion of the respective Directors of which have engaged with the aforementioned contractors). This role is in part responsible to help ensure the year-round success of Mount Cain as per the summer feasibility study. The Director of Summer Operations is also responsible for executing summer mountain operations and remaining in compliance with all governmental regulations ensuring that safety is paramount for both staff and guests. Fire hazard shutdowns, water safety, wildlife attraction, etc. and to be present, at summer events and bookings that have been properly vetted through the appropriate Director(s).

Duties and Responsibilities:

- Responsible for general oversight of Summer Mountain Operations including Trail Maintenance (if any), Weddings, Special Events, etc.
- Ensure Mount Cain policies and procedures regarding guidelines established by regulatory agencies and best practices in the ski resort industry set out by CWSSAA and adopted by MCAPS are followed and events occur that are in the 'best interest' of the Mount Cain community.
- Communicate information in a timely and concise manner to the MCAPS Board of Directors to ensure the proper distribution of information and keep the conduits of communication open and free flowing.
- Plan and identify the necessary inventory to be ordered and stocked with the necessary supplies to maintain all equipment for the resort for current and future summer operations.
- Provide leadership on MCAPS Board for Strategic Planning of summertime operations. Liase with the RDMW.
- Deliver annual report at the MCAPS AGM and provide summation of summer events at the September MCAPS Board meeting.