



2019/2020 Season
MINUTES FOR THE MOUNT CAIN
ALPINE PARK SOCIETY BOARD MEETING
February 1, 2020

The Mount Cain Alpine Society acknowledges this meeting is taking place on the traditional territory of the 'Namgis First Nations.

Agenda:

1. Old Business: Action Items
2. New Business: Directors Reports
3. Additions to the Agenda

Call to Order at: 4:06pm			
Meeting Chaired by Darryn McConkey			
Adoption of the January 4 th Minutes. M: Sarah Poole / S: Eric Sprenger Vote: 8 in favour; 0 opposed 3 obtentions		Motion: PASSED	
Adoption of the February 1 st Agenda M: Dean H./ S: Kathryn W. Vote: 11-0 in favour with additions		Additions: Reports from Kathryn; Sarah; Ken; Dave S.	
Directors	Director	Executive Role	In Attendance
1. David Mazzucchi	Snow School & Ski Shop	Chair	NO
2. Neil Borecky	Promotions		NO
3. Eric Sprenger	Tech Support	Treasurer	
4. Greg Muirhead	Patrol		NO
5. Dean Hunchuk	Buildings & Construction		
6. Kathryn Wykes	Operations- Groomers		
7. Ken Griffith	Human Resources		Departed early from meeting
8. Mike Green	Operations- Road/Generators/ Bus		
9. Dave Steele	Operations- Lifts		
10. Erin Pickering	RV Park	Secretary	
11. Darryn McConkey	Grant Applications	Vice Chair	
12. Rob Burgess	Hospitality		NO
13. Sarah Poole	Occupational Health and Safety		
14. Matiss Valdmanis	Special Events		

15. Alec McBeath	Administration		
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1. Old Business

ACTIONS	PROGRESS
<p>Action: All Directors to forward Corporate Sponsorship information to 10 businesses.</p>	<p>In progress – will be better suited for next season. - check in at planning meeting</p>
<p>Action: All directors to read Summer Operations Feasibility Study and provide feedback at next meeting</p>	<p>COMPLETE</p>
<p>Action: All directors with staff are to review and access topics for safety meetings</p>	<p>COMPLETE</p>
<p>Action: All Directors to create a prioritized contact list (phone tree) of their staff – provide to Darryn for DOD to use in case of closures.</p>	<p>In progress</p>
<p>Connected Action: Darryn to post in office and make available on Directors site on SharePoint.</p>	<p>In Progress</p>
<p>Action: Eric to provide daily operating cost for operational days whole hill vs partial hill/ opening</p>	<p>In Progress</p>
<p>Action: Ken to approach Ryan and Sebastian about taking the lift training course.</p>	<p>COMPLETE</p>
<p>Action: Ken and Rob to work to ensure Employee handout is on Shared portal.</p>	<p>COMPLETE</p>
<p>Action: Ken to coordinate deduction through payroll for staff events/dinners</p>	<p>COMPLETE</p>
<p>Action: Ken G & Sarah P to work on guardian letter regarding “signing out” of accommodations.</p>	<p>In Progress</p>
<p>Action: Alec to review Society’s act for executive roles – can we have a secretary directorial ship?</p>	<p>In Progress</p>
<p>Action: Kathryn to connect with Dean Hunchuk regarding access to the shop. Creation of a master list of those with access</p>	<p>In Progress</p>
<p>Action: Directors wishing for access to shop are to speak with Dean H.</p>	<p>Complete</p>
<p>Action: Matiss upload events document to SharePoint.</p>	<p>Complete</p>

Action: Neil to update website as per request by Matiss	In Progress
Action: NB to add Corp. Spons. onto website.	In Progress
Action: Neil & Eric to RFP for website	In progress
Action: NB to mention their unofficial “in-kind” support on our website please	COMPLETE
Action: NB & ES continue to resolve issues about point of sale	COMPLETE
Action: MV to create events calendar	COMPLETE
New action: NB to add CAB to in kind and check status of VPO	COMPLETE
Action: Directors to send “in kind” names to David M – names only.	In progress
Action: Mike Green and David Mazzuchi and Alec McBeath to connect regarding spreadsheet to track in kind contributions	NEW this mtg
Action: David M to have 10 keys made.	COMPLETE
Action: Dean and Darryn to work on a budget for the creation of flush toilets.	In Progress
Action: Dean to connect with Tyler Bellows regarding L4 work.	In Progress
Action: Darryn M to follow up with FLNRORD re: wildfire risk reduction for MCAPS	COMPLETE
Action: David Mazzuchi address and respond to member concerns from previous mtgs	COMPLETE
Action: NB to discuss TPTA with Don Mancell, pro bono, for legal clarification	COMPLETE

2. New Business/Director’s Reports

<p>Report from Mike Green, Director of Operations: Roads. Update: Nothing to report. Still looking for bus drivers.</p> <p>Discussion:</p> <p>1. Weather Reporting. An important aspect is missing from our operations, by not having up to date weather reports for operating days from the mountain. The board voted to get rid of the snow phone, but it was understood that we would maintain weather reports from the website and Facebook/email. There has been technological issues with getting this completed, but it needs to be a priority. The weather reports from the station are fantastic, but too complicated for a lot of people. We need to support all types of members, including day trippers who rely on daily updates.</p>	
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<p>Report from Matiss Valdmanis, Director of Events</p> <p>Update: -Cain Cup a success, with Connor Scott and Meaghan Valdmanis the new King and Queen of the hill. \$135 raised through 26 contestants. More maintained Mt Cain radios would be beneficial for this event. -A group from Sayward might be coming up this month for some Skiing and Snowshoeing. They will likely need a bus. Date is still TBA, and they organizer has left.</p> <p>Discussion: -Backcountry Fest next weekend (Feb 8). This is not a Mt Cain affiliate event, but I have offered assistance</p>	<p>Action: Matiss & Kathryn to connect regarding kids' fest helicopter – may also contact Jeff Gaetz</p>
<p>Report from Erin Pickering, Director of Trailer Park & Secretary</p> <p>Update: 1. 8 of 11 rents received and 8 of 11 agreements signed.</p> <p>Discussion:</p> <p>Motion to Move in Camera: 5:05pm M: Erin Pickering/ S: Eric Sprenger Vote: 11:0 in Favour – Motion: Passed</p> <p>Motion to Move out of Camera 5:50pm: M: Eric Sprenger/ S: Matiss VOTE: 10:0 in favour MOTION PASSED</p>	<p>Motion: Passed</p>
<p>Report from Neil Borecky, Director of Promotions – absent, submitted by email.</p> <p>Update:</p> <p>1. Snow Report: The SNOW REPORT has always been one of the duties of the caretaker. I've provided a template and a login from mail chimp. The snow report deficiency is understandable though. I've attempted to correct this with our now far superior on-hill weather station reporting. This reporting has been received positively by a majority of our members, and a very small minority find it confusing. Most day-trippers are dialed in via other long-term forecasts and it is actual snow that seems to dictate our ridership rather than snow reports from the hill that morning. The NEWSLETTER goes out Monthly or prior to promoting an event. This has been a long-standing policy as to ensure we are not overcrowding member inboxes.</p> <p>2. VIHA/ New water sampling requirements. There are new requisition forms from VIHA. Water samples must be taken every week that include 3 sources for our sampling since our ski patrol has been added. This must be done each and every week around 4 pm and delivered to MAxxam labs in Courtenay (2755B Moray Ave, Courtenay, BC V9N 8M9 (250) 338-7786) by 9 am the following working day or by 4 pm to any VIHA office the same day for free.</p>	<p>Action: Eric and/or Neil to review process with Gary</p>

<p>The latter is incompatible with our operating schedule.</p>	
<p>David Mazzucchi - Chair / Snow School and Ski Shop – Absent - report submitted by email</p> <p>Update: Ski Shop is ~ \$4000 over our (\$10,000) budget for “Purchases for resale”. This is a good thing as we’ve sold most of the inventory that we started the season with. - Directors should sign up for 5 or 6 DOD days. Ken G is signed up for too many shifts; Kathryn is not signed up for any that I could see. - 2020 Reciprocal agreements need to be updated on the website</p> <p>Discussion: - Saturday DOD shifts start at 5pm Friday, which tends to be a predictably hectic time as the hill gears up for the weekend. Continue to let the board know if you will be late. Alternatively, if you know that you can’t be at Cain at 5pm, then please do NOT sign up for Saturday DOD shifts. - As per feedback received from 3 volunteers during and after the Cain Cup, it would be better if Matiss was not DOD on event days; it is too much for someone who is new to the position to learn how to run events and also be the DOD. - Should we start marketing the High-5 Pass? Nobody seems to know about it.</p> <p>- Webcam status? -Not working currently, Eric has it on his to do list.</p>	<p>Action: Directors to double check the DOD schedule – remove your name if someone has taken your shift – two names are confusion.</p> <p>Action: Neil and Rob to promote and have high 5 passes printed.</p> <p>Eric to attend to webcam when possible</p>
<p>Rob Burgess Webb, Director of Hospitality – absent report submitted by email</p> <p>Update/Input Review of the Summer Feasibility Study I saw no errors or omission, none of note anyway and would feel comfortable finalizing the report as. The barriers outlined on pages 45 through 51 are the most salient content in the report and the resolution of some of them should be our “next steps.” Basically, summer ops are in no way feasible until we address/overcome some of these barriers, namely sewer upgrade, installation of flush toilets, upgraded electrical (to name a few). Fortunately, they are all on our “to do” list as they are needed to sustain our winter operations. I think we might be able to pull off operating as a venue for third-party groups such as weddings and the like.</p> <p>Discussion point:</p> <ol style="list-style-type: none"> 1. Can we/do we want to host a wedding August 2020? 2. Ticket Booth <p>Things are sorting themselves out there. It’s really too bad that we have had so many issues printing season’s passes. Every solution seemed to fall flat and even last weekend we weren’t quite there yet. I know the employees felt terrible about it. However, I don’t think it is anyone’s fault, just a bunch of bad luck. Frustrating.</p>	<p>Action: Rob to pursue the wedding</p> <p>Action: Eric and Rob to work together on Cost for hosting wedding</p> <p>For planning mtg Ticket Booth Run test prints of the</p>

	<p>season passes before training day.</p>
<p>Report from Eric Sprenger, Technical Support and Treasurer</p> <p>Budget update provided. This has not been a profitable season so far. We are currently running a loss. Compared to previous years: Accommodation is tracking well; great idea to open during the xmas break. Tickets and Passes are down for this time of year.</p> <p>The takeaway: use extreme fiscal restraint for items that are not priority.</p> <p>Discussion: Motion to move into camera 6:05pm M: Eric S /S: Sarah P Vote: 10-0 in favour</p> <p>Motion to move out of camera 6:15pm M: Sarah P/ S: Erin P Vote: 10-0 in favour</p>	<p>Action: Eric will email out department budgets vs actuals and what remains in people's budgets.</p> <p>Motion: Passed</p> <p>Motion: Passed</p>
<p>Report from David Steele</p> <p>Update: Lifts have been tricky this season Thank goodness for our Lifts Staff – they are awesome! Moving towards a preventative maintenance plan - stay tuned</p>	
<p>Report from Dean Hunchuk, Director of Buildings</p> <p>Update: The outhouses are full – and this will be dealt with Urinals are being rebuilt No parking Signs are coming Water issue in bathrooms are a faucet issue that is being resolved.</p> <p>No.1 priority for planning meeting is New bathroom facilities. L4 work in process.</p>	<p>Planning Meeting: Bathrooms upgrade</p>
<p>Report from Kathryn Wykes, Director of Operations: Grooming</p> <p>Update:</p> <ol style="list-style-type: none"> 1. Work on Groomers: Final payment to Prinoth has been completed. Original Quote 2019 \$130 000.00 Board approved 2019 \$110 000.00 Invoiced 2020 \$132 000.00 After lengthy communications/conference calls with Prinoth: Prinoth removed 3% Admin/shop supplies - \$4 000.00 Prinoth reduced labour on al invoices - \$17 000.00 Total deductions from invoices - \$21 000.00 Total Paid to Prinoth 2020 \$111 000.00 **Discount 30% increased to 35% -\$53 000.00 Prinoth is and has been extremely supportive to our organization and our budgetary situation. They are amazing to work with and we have developed a great relationship over the years. Thanks to David Howich for spearheading this project, taking advantage of Prinoth's discount pricing, we have been able to receive an approximate \$185000.00 value, in parts and labour, for \$111 000.00. 	<p>Action: Neil and Kathryn to connect regarding a website shout out to Prinoth</p> <p>Action Kathryn to connect with David Mazzucchi for some swag for Prinoth</p>

<p>That is \$74 000.00 in savings!! (\$21 000 in-kind and \$53 000.00 discounts). I am immensely pleased with this outcome.</p> <p>I would like to ask the Board for some Mt. Cain apparel/merchandise to send to Prinoth in recognition of their enormous gift to us, a small token from us to acknowledge their generous support.</p> <p>Discussions:</p> <ol style="list-style-type: none"> 1. DOD: there needs to be a DOD on the hill for the snow machines to operate. There have been situations where there has not been a DOD responding for the groomers to be able to go to work, however there have been Directors present on the hill. 2. Camping in the parking lot past the Kapitany Lodge; and hooking up power from the Dozer shop: The power that supplies the C-Can for the Groomer Operator's accommodation is supplied from there. The priority is for the C-Can. 3. No parking or camping is allowed in front of the shop or near the C-Can. They impair grader/groomers/ dozer operations. 	
<p>Report from Alec McBeath Director of Administration Update: An events poster was made with corporate sponsors and has been given to board members to pass along to relevant businesses and potential sponsors.</p>	<p>Action: all directors take three posters to put up in community hot spots and appropriate records</p> <p>Action: Email Alec to say where you have put them.</p>
<p>Report from Darryn McConkey, Director of Grants, Vice Chair</p> <ol style="list-style-type: none"> 1. Review and wrap up of Feasibility study <ul style="list-style-type: none"> - Document was useful and provided some great items to be discussed at planning meetings and so on. - Follow up meetings regarding the information inside the document. <p>Motion: To Accept the Draft Feasibility study with edits provided as the final document. M: Erin Pickering / S: Dave Steele: Vote: 10-0 in favour Motion: PASSED</p>	<p>Motion: Passed</p>

Motion to Adjourn M: Kathryn/ S: Eric Sprenger Vote 10-0 in favour. Motion PASSED

Adjourned at 6:35pm

Next Meeting March 7th 4pm above the ticket booth.