

Mount Cain Alpine Park Society December Meeting

Date: November 30, 2024 @ 4PM

Location: Office above Ticket Booth / Online

Called to order at: 4:15 pm

Mount Cain is located in the territory of the 'Namgis First Nation. The mountainous area near the Davie River, or Dzudzux'an, is known as Papikalan in Kwak'wala, meaning 'place of marmots. The Mount Cain Alpine Park Society honours and respects our relationship with this nation and are grateful to be able to recreate on these lands.

Attendance:

| Name | Director | Executive Role | Attendance at meeting |
|------------------|--------------------------------------|-----------------------|------------------------------|
| Kim Kufaaas | Director of Communications | | In person |
| Kieren Britton | Director of Hospitality / Summer Ops | Secretary | In person |
| Eric Sprenger | Director of Technology | Chair | In person |
| Dean Hunchuk | Director of Buildings + Construction | Vice Chair | In person |
| Matt Tjepkema | Director of Patrol | | In person |
| Christian Tuters | Director of Ski Shop + Snow School | | In person |
| David Mazzucchi | Director of Ticket Booth | | In person |
| Darren Anonson | Director of Events / Summer Ops | | In person |
| Mike Green | Director of Ops- Road/Generators | | In person |
| Dave Steele | Director of Ops- Lifts | | |
| Lynette Tanaka | Director of Human Resources | | In person |
| Mason Masales | Director of Ops- Snow Machines | | |
| Drew Nagainis | Director of Occ. Health + Safety | | Online |
| Alec McBeath | Director of Administration | Treasurer | |
| Dave Weymer | Director of RV Park | | Online |

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| Sarah Duggan | Director of Grants | | In person |
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Legend:

- Black writing – Discussions
- Purple – Defer
- Red – Motion
- Green – Action items

Motion to approve the agenda

Motion: Sarah, Second: Darren, No opposed

Motion to approve the previous minutes

[November Meeting Minutes](#)

Move approvals to next meeting

Chair's Report (5 Minutes)

- Lease agreement update.
- Possible Cain bus opportunity.
- Reminder to send volunteer highlights to Kim for the newsletter.
- Opening date will be announced on Wednesday evening before opening weekend.
- Reminder to sign up for DOD shifts. Lots of open spots in December still.
- Please review the employee manual.
 - Consistent feedback last year around intoxication at staff accommodations for legal-age-drinking coming back to a place where there are underage people staying. If there is an issue around staff accommodations and drinking – go to Lynette

Financial Report (5 Minutes)

Directors Reports (1-5 Minutes Each, let's try to keep this section to 50 minutes) [Rotating Order]

Note: Questions welcome, discussion and motions come after all reports are completed.

Director of Buildings + Construction

- Locks and fire extinguishers done at hill over work weekend – 90% complete. I can set locks with new codes – let me know what you want.
- Projects still in the works to be completed for the start of 24/25 season:
 - Bottom of composting toilet building needs tin (Christmas break?) – in progress
 - Upper windows replacement in solarium of lodge. 3 glass panels acquired (training weekend?). – in progress
 - Drive through skidoo shed (trailer at base of bunnyhill – training weekend) - in progress
 - Toilet in patrol (upflush toilet purchased – installed training weekend) – in progress
 - Venting the kitchen (bigger vent or window/additional vent in wall – training weekend) - COMPLETED! Boom baby!
 - Stove vent cleaning (training weekend) - COMPLETED! Boom baby x2
 - New fire escapes on front and back of lodge. Measurements and schematics with fabricators in Port Hardy (hoping by Jan. 31) – in progress
 - Rope ladders for Kapitany and ski patrol

Action Item: Screw old toilet and place sign so it is not used.

Director of Patrol

- All teams are fully rostered with very qualified staff and volunteers
- Peak advanced protocol training went well.
- Big day today for training.
- Completing inventory this weekend, will be purchasing needed supplies.
- Will need to buy some new jackets soon.
- Through Can Ski West and worksafe we have access to cism

Director of Ski Shop + Snow School

- CASI Level 1 Course is set up for Feb 1- 3 2025 https://casi-acms.com/course-schedule/?language=en&groups=1®ions=6&page_num=4#casi-results
 - Applied for “Small Areas Ski School Instructor Training Bursary” to help pay for some of our volunteers and Cain instructors to take the course
 - Now we need to fill this course with Cain folk
- New rental equipment should arrive next week.
- Working on an order for next year based on what will drop off the indemnified list. Will update with number when I have that together
- Pretty much fully staffed
- Sufficient inventory to start the season.
- Online options to come
- Magic Mondays are scheduled out based on lottery system
- Reminder that the ski shop is not a public space and any staff wishing to use the tuning benches need to do so at approved times with the ski shop manager and directors' approval.

Director of Ticket Booth

Ticket booth is staffed and rolling.

Action Item: High 5 passes sold online before Xmas?

Director of Events

-Working on Backcountry Fest, and have some new sponsors onboard. Looking at having a couple more seminars this year

Ski Tak will be bringing their entire backcountry demo fleet up for our guests to demo

We have a couple new sponsors lined up for donations as well.

Summer Ops

Working on numbers for group rentals of lodging, Mike and I are just getting some fuel usages

Have a few interested parties to rent for the summer, one of which would be IAG, looking at a cross promotional course to be done with them where we could have them rent out blueberry/cypress for one of their courses and possibly offer a course on our site as well for some recreational tours (ongoing)

Continuing to pursue the alpine run for late August

Have the Trails and Rec contact for our area as well as a potential map for the run, will reach out to him to see about requirements for trails outside of our area.

Have talked to a company who would like to put on the event for us, would like to talk about pros and cons that I see and get feedback (2-5minutes)

Director of Ops- Road/Generators

- D7 purchased
- Mt. Cain FSR road work and Parking lot fixes
- D8 update

Director of Ops- Lifts

Nothing to report.

Director of Human Resources

Fully staffed.

Director of Ops- Snow Machines

Won't be able to make the meeting, new hire Marty will be our main groomer this year with Lucas as a spare and a couple other potential spare guys to train.

Protec working alone procedures pinned up in the office. Ensure DOD is monitoring channel 1 and 4 (2 radios) at night - Channel 4 will have hourly check-ins. If there is a missed check-in, it will go to patrol. If we get the call from Protec, DOD stays in the office, check groomer/grader on channel 1, send paid patroller out to go and check on them.

Huge thanks to Lucas, Avery and Dave Howich for the work this weekend.

Action Item: Mason/Darren to send an SOP through email to all directors and those that need it.

Director of Occ. Health + Safety

- Building a health and safety committee with other managers around departments

Director of Administration and Treasurer

I won't be in attendance.

- Working with Kaerus to renew liability insurance
- Signed off paperwork to have signing authority at the bank
- Beer garden endorsements have been approved for the dates below. Spring break – Snowshoe BG is approved for 2 days (either the 20 or 21st), Staff appreciation is approved for 2 days (April 12,13), a summer event has been booked for the August long wkend (Aug 2-4). I did this so we have flexibility on which day to have the BG. We don't have to use the permit!
 - We need to have the permits printed and with our Cain Cafe license, Jamie has a book. I will send to Kieren.
 - Darren we can add an event – each event requires a form. Booking all of summer would be another ~8 forms (ugh!)

BG Dates

- Cain Cup Jan 18
- Backcountry Feb 8
- Viking Fest March 8

- Snowshoe baseball March 20-21
- 12 hours of Pain April 5
- Staff appreciation April 12-13
- Summer event Aug 2-4

Director of Grants

- Connecting with BC Tourism Sustainability rep on December 2
- Have sent out some sponsorship information and next step is to follow up
- Planning underway around developing 'shelf-ready' grant proposals to be better equipped to respond to short notice/deadline grants and better understand the mountain's needs/priorities for funding

Director of RV Park

- Defer from November meeting: Discussion with RDMW
- Eric is negotiating with them on the Lease Agreement and we're
- Yahoo, all the units are out of the OB site
- I'd like to start moving the OB outhouse soon if there's anyone who'd like to help
- We are directing all the RV site folks to dump their grey water in the outhouse. Should we be considering setting up the spare tank somewhere folks could dump their buckets into, to ensure we have sufficient capacity?
- We could just keep an eye on how the existing tank is handling it and set the spare up part way through the season if needed? We'd need to make sure and act early enough to have room for poop in the outhouse tank till the end of the season

Director of Communications

No update

Action Item: Email for parking support at events, thank yous (above), opening

Action Item: Parking lot email with Dean and Kieren

Director of Hospitality

- Accommodations
 - Namgis contract has been sent, and it's looking good
 - Once signed Sally will launch it online
 - Sally and I will grab the supplies needed and prep the cabin before the first rental
 - Kapitany is being used this weekend, but Patrol is on it for cleaning afterwards
- Lodge
 - Alec – chat about liquor license, fencing, and serving
 - Confusion over back deck / front deck licensing
 - Consistency for quiet time (Tavern) at 11 pm – DOD to DOD for discussion with hand off.

Director of Technology

- Nothing to report.

Discussions / Motions (50 – 60 Minutes)

Defer from November meeting: Staff accommodations on the hill

- Buildings include:
 - Coyne (3 tight) - Millwright
 - Coyne (far side) - Accommodations (4 beds total)
 - Lortie (2) - Patrol
 - Staff Accom (#)

- o Seacan (1) - Groomer
- Action Item: Bunk bed for Lortie – Patrol to find one (\$500)
- Action: Kieren talk to Sue to understand what is available. Move to cubbies

Protec + Radios

- Darren - Protec
- Radio Operations + chatter – based on operations and safety only. Take conversations to channel 2 immediately. Personal chats must be on their own radios.
- All mountain radio intro of new dod shift
- Code 3
- Overnight DOD should have two radios (Channel 1 + 4)

Parking: Staff parking triple – quadruple parking like we had done a few years ago beside the lodge, will we consider this on event / pow weekends we anticipate to be busy?

Action item: All departments talk to staff to ensure we triple and quadruple staff parking. Monday people trapped in.

For DOD: No tents between office and L1

Action Item: Christmas cancelation SOP send in an email

Adjourn meeting 6:10pm