

## Mount Cain Alpine Park Society November Meeting

**Date: November 5<sup>th</sup>, 2024**

**Location: Online - [Meeting Link](#)**

Called to order at: 7:03 pm

*Mount Cain is located in the territory of the 'Namqis 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.*

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

## Legend:

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

### **Motion to approve the agenda**

Motion to approve: Dean Hunchuk

Second: Sarah Duggan

Opposed: None

### **Motion to approve the previous minutes**

Motion to approve: David Mazzucchi

Second: Dave Weymer

Opposed: None

### **Chair's Report (5 Minutes)**

- Process for new Directors: e-mail motions vs in-person/meeting motions.
  - Holding motions to board meeting is preferred. Email motions are for urgent matters only
  - Subject line: Discussion
  - Motion within the email
  - Send the motion after the discussion was had in a new thread, where the vote will be counted.
- DOD Schedule is ready for this season. Please sign up for 5 days. If you can't make your shift please make sure to find a replacement, do NOT remove your name from the Calendar.
  - DOD Shifts start at 5 pm on the day before you sign up. Runs for 24 hours.
  - If you cannot make your DOD shift, do not just remove yourself from the calendar. Own your day and replace yourself with another director.

- Training weekend is coming soon (December 30 + January 1), please send me your training plans/schedule and I will compile all the schedules into one and distribute them.
  - Please send scheduled activities to Eric, he will create a master schedule
- New Directors: Please make sure you are at the hill for training weekend. I will be conducting DOD training.

## **Financial Report (5 Minutes)**

Financial report is drafted. Open for discussion.

## **Directors Reports (1-5 Minutes Each, let's try to keep this section to 50 minutes)**

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

### **Events/Summer Ops**

- Good interest from sponsors so far this year for events, many are coming back
- Working on Summer strategy for this year, hopes of being “open” for a select few weekends and possibly an event late summer, looking at a low-risk approach

### **Director of Technology**

- Starlink is still broken, hoping to have it fixed this weekend.
  - Trying to get a spare cable, hard to find. Would be good to have as a backup.
- Montrose Environmental has donated some networking equipment to the hill, this will allow us to better isolate our network and protect from threats.

### **Director of Buildings + Construction**

- **ACTION ITEM: Need to get a permit for the composting toilets due to the move - COMPLETED**

- 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.
- New RV park outhouse now operational (still needs tread on top of box – in progress) – **permit acquired**
- Tech Safety BC 2024-25 Electrical Permit – renewal paid
- 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) - in progress
  - Stove vent cleaning (training weekend) - in progress
  - New fire escapes on front and back of lodge. Measurements and schematics with fabricators in Port Hardy (Christmas break) – in progress

### **Director of Patrol**

- Advanced Protocol Training happening in Nanaimo, November 9, through PEAK Emergency Training in Nanaimo. Allows us to administer Nitrous Oxide, MethoxyFlurane, Tylenol & Advil. \$1,172.50.

### **Director of Ski Shop + Snow School**

- School groups
  - Discussion around changing the way we divvy out the limited number of school group spots.
- Hiring
  - Still need more staff but a few candidates have come in and will be interviewed
- Merchandise

- Lots left from last year
- Working on some preseason orders
- Will re-order through the season with the goal of the 2025 – 2026 ordering being completed before the end of this season
- Online store
  - Looking at some simple solutions to this and will likely have something running before the end of this season.
- Rental fleet
  - Some of our skis and binding fell off the indemnified list this year, this was mostly covered by the order that was made for replacements
  - Next year is looks like a bigger percentage of the fleet is set to drop off the list.
  - Snowshoes – every year we have fewer and fewer serviceable snowshoes, they aren't something that many people come in looking for. Is this something we want to continue to offer? If it is, we will need to budget for replacements
  - Budget item Equipment purchases

#### **Director of Ticket Booth**

- Nothing to report on other than still needing more staff.

#### **Director of Ops- Road/Generators**

- Update on Mount Cain FSR roadworks.
- Update from new generator committee.
- Update on bulldozer replacement and discussion.

#### **Director of Ops- Lifts**

#### **Director of Human Resources**

- Department directors, please report to me where you are at with hiring. I heard from June today, and ticket booth staff is still needed as she only has two staff. I let her know I have this on my agenda for tonight, to help get the word out.

- Training weekend is in three weeks 😊 !
- BC minimum wage increases:
  - June 1, 2023 6.9%
  - June 1, 2024 3.9% (\$17.40)

### **Director of Ops- Snow Machines**

- Nothing to report

### **Director of Occ. Health + Safety**

- Will be touching base with managers and directors to run the Snowmobile safety course
- Spoke with Dean about fire ladders on the back of the lodge.
- [Deployable fire ladders](#) for top floor of lodge (21'), top floor of Kapitany (15') and front window out of ski patrol top floor (11') relatively cheap and can get different sizes. What are the board's thoughts?

### **Director of Administration**

- Waiting to closer to the ski season before posting reciprocals
- Matching black out dates with Washington would be based on the capacity needed to preform a matched blackout day
- Old directors have been removed from BC Societies, new directors are added. We have our license.

### **Director of Grants**

- Continuing to explore potential grants and building out spreadsheet
- Digging through old materials on SharePoint to better understand past funding, plans, studies, etc
- Working with Meaghan on sponsorship poster and reaching out to a few potential new sponsors
- Would appreciate other Directors emailing me directly if they have an items they wish to seek funding for

### **Director of RV Park**

- RV off the hill still has boot room to remove. The other boot rooms are gone.
- A 5<sup>th</sup> wheel pickup to move last trailer and so it still needs to be moved to the new site. I think in all likelihood the snow that's there will leave and there will be another opportunity to move it. They'll just have to find a 5<sup>th</sup> wheel truck they can use when the opportunity comes.
- I still need to get invoices out to people for the for site rentals. Should we be looking at raising the fee to stay in line with ticket price increases etc?
- We still need to get the OB outhouse removed but I don't think snow will hinder that move. It might even help. Does anyone have suggestions on where the tank should be stored until we need it? Behind the shop on the high side?
- Discussion with RDMW

### **Director of Communications**

- 5th Annual Sointula Resource Centre On-line Auction donation – December 6-8
- Prompt me if we want to re-fresh our hiring posts

### **Director of Hospitality**

- This month has been an exciting month. Accommodations have launched tonight and other than December and Spring Break we are almost fully booked.
- We have two cleaners interested in coming on board, one in a full time and one in a part time capacity. I would like to find one more part time person. Wrapping this up after this meeting.
- After a discussion with Lynette, we have shifted Sally's role to be titled accommodations manager whether she is cleaning or doing admin. This would be a senior staff position.
- 'Namgis discussions are still underway and my hope is to launch the 'Namgis bookings soon.
- Over \$117,000 in accommodations revenue already.

General board updates:

- Next board meeting is at 4 pm on Saturday of the training weekend
  - There will be a call-in option

## **Discussions / Motions (50 – 60 Minutes)**

### **Budget Discussion/Review - Alec**

- The draft budget is based on estimates and 3-year averages.
- Would be great to have a capital expense budget
- Would like to have a budget set aside for groomers and machines
- Added rental gear be a part of the equipment purchase budget
- Adding previous year as a comparable will provide more clarity
- Events revenue to expenses seem off – to be revisit
- If there are specific expenses that are coming up, let Sarah know so she can investigate available grants
- Send Alec feedback – this will remain a living document

### **Discussion / Motion for dozer replacement – Mike Green**

- There are other options, there are cheaper cats and rental options.
- What is the ballpark budget on renting? Does it make sense to rent this year and buy with a grant in the future?
  - Renting costs more than our budget as a longer-term approach. We can reach out to our community. There are higher risks involved in renting.
- Mike's preference is to get a cat that we can use and be confident with. He has looked around with other experts. Looking at older equipment and doing our best to guess that it is going to be a good fit.
- The one sitting in Woss is an older cat, it has a new undercarriage. Hoping we can get it for a good price. It might be a good fit.
- What can we get for the scrap value of the D8
  - If Mike is able to start negotiations hoping to get a \$ amount but nothing is real until we decide to go for it.
- What about going for a smaller cat we could use in the summer

- There are some 5+6s available. If there is ever a ditch issue the 7+8's are more helpful. Might be on the small side. This has been an ongoing discussion.
- Is there a rent-to-own possibility to give us space to get a grant to support. Or defer payment.

Motion – Alec M: Authorize Mike to spend up to \$50,000 for a dozer.

Second: Dean H

Opposed: 0

Abstained: 0

#### **Request to discuss wages in departments:**

- Wages should be discussed at planning meeting
- Accommodations: Discussed with HR – No motion necessary
- Patrol
  - No apparent issues with current wages.
  - Request to turn one position into a Paid Patrol Supervisor with 8% increase. Additional duties include training/ onboarding, scheduling, first aid inventory, medication inventory, document control.

#### **Staff accommodations on the hill:**

- Patrol
  - Requesting Room in Coyne Building. Needed because we have two paid patrollers requiring accommodation.
  - Requesting Kapitany for Training Weekend – approved
    - Rest of staff in staff accommodations
- Cleaners
  - Need Coyne building for 2 staff each weekend
- Roads / Maintenance
- Buildings include:
  - Coyne (3 tight)
  - Lortie (1 - 2)
  - Staff Accom (1?)
  - Seacan (1)

- Please keep Kieren in the loop for all staff accommodation requests
- Patrol will continue to use the accommodations above patrol
- Defer discussion to next meeting
- We can't have pets in accommodations, they are ruining our accommodations. We need to discuss animals inside the buildings. Additionally, we are having a hard time housing people let alone dogs.

### **Discussion on delays with people moving out of the old RV park.**

- Final remaining Boot room Option: We lock it up, it cannot be used. If it is used, it will be removed.
- Final trailer option: We lock it up, it cannot be used. If it is used it will be removed by us. We have offered to help, it is their responsibility.
- Set a final deadline of November 18 and then we board it up and lock it up to ensure it is not used.
- Eric will send a letter as chair with the absolute final date.
- We have given dates, deadlines, extensions, and have offered help. We have tried to support the removal of these properties, and have not seen action on the part of the memberships.

Motion – Alec M: If the trailer and boot rooms remain in the area of the upper RV Park as of November 18 access to their trailer and boot room will be removed, or the units will be removed from the mountain, the invoice will be payable by the member and memberships will be revoked.

Second: Dean H

Opposed: None

Abstain: Christian, David M

### **Discussion on RV Park rates.**

Motion – Kieren: Increase the RV Park Rates by 2%.

Second: Dazy

Opposed: None

Abstain: DM

**Discussion on moving the old RV park Outhouse.**

- Taking it apart and move it aside to be inbounds

**Email motions (Heading title pending):**

Lynette: I would like to please make a motion to increase our staff wages by 2%. Eric and I have discussed it and agree that it is a good idea. A 2% increase adds approximately \$3600 to the budget. Attached here is last year's wage document, which shows the 2% increase we implemented last Fall.

Second by David M.

Motion passes with 9 in favour.

Mason: I would like to make a motion to increase the groomer operator wage from the current wage up to \$30 per hour.

After speaking with both Darren and Mike, I believe this is a reasonable increase for my crew that is always going above and beyond with both the grooming of our hill, and the maintenance on our aging, hardworking snow cats.

Second: Darren

In favour: 5

Note from Kieren: I have not made this motion the colour Red as I am not sure how we landed or if this needs to be further discussed.

**Adjourn meeting: 9:49 pm**