

## Mount Cain Alpine Park Society February Meeting

**Date: February 10th @ 7 pm PST**

**Location: Onsite / Online**

Called to order at: 7:05 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 Papikaḷan in Kwak'wala, meaning place of marmots. The Mount Cain Alpine Society honours and respects our relationship with this nation and are grateful to be able to recreate on these lands.*

Attendance:

<b>Name</b>	<b>Director</b>	<b>Executive Role</b>	<b>Attendance at meeting</b>
Lucas Smith	Director of Communications		Yes
Kieren Britton	Director of Hospitality / Summer Ops	Secretary	Yes
Eric Sprenger	Director of Technology	Chair	Yes
Dean Hunchuk	Director of Buildings + Construction	Vice Chair	Yes
Matt 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		
Mike Green	Director of Ops- Road/Generators		
Drew Nagainis	Director of Ops- Lifts		
Lynette Tanaka	Director of Human Resources		Yes
Mason Masales	Director of Ops- Snow Machines		
Tyler Field	Director of Occ. Health + Safety		Yes
Alec McBeath	Director of Administration	Treasurer	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 – DM

Second – CT

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

Motion to approve – Dean H

Second – DM

### **Chair's Report (10 Minutes)**

Thanks to everyone who responded to my email about our meeting format. I really appreciate that everyone responded to me directly and/or reached out directly to provide feedback.

Our role at MCAPS is to provide direction and leadership to the whole organization. Our last meeting lasted 4 hours and we left with two motions, and we provided feedback on another discussion topic. Using these metrics, we are clearly wasting a lot of each other's time, and as Chair I plan to fix that.

### **Director Reports:**

I got a lot of feedback about the Directors Reports section, and while I'm not ready to shelve it completely, I'd like to make the following changes to see if we can speed it up and keep that section under 30 minutes.

First change, no more questions. If you have a question, make a note of it and ask that director after the meeting is over.

Second, focus on updates that impact the whole team, or operational changes that the team should be aware of. For example, I mention the wifi changes not to trigger another discussion on wifi, but to make everyone aware of changes so they can respond to staff questions.

Third, Mention things that are blocking you from doing your role. Dean has a great example of this type of issue in his report.

Fourth, do not include everything you are working on. For example, I don't share every time I do security patches on our networking equipment – you should all assume I'm doing that and don't need an update. No update is also totally acceptable.

Fifth, Updates should now be 3 minutes or less.

#### Discussion Topics:

Some changes here as well. Going forward, all discussion topics need to be on the agenda the day before the meeting, not hours, minutes, or once the meeting has started. You can update your director's reports right up to the meeting, but discussion topics need to be submitted a day ahead of time.

Before the meeting, I will review discussion topics and rank priority, and topics will be discussed in that order. If you have a discussion that has needs an answer before the next board meeting, make sure to mention that in the discussion details.

If your discussion topic falls under the responsibility of another director, please make sure you reach out to that director before the meeting and share that discussion topic with them. No one wants to be blind-sided by an issue in the meeting, and discussing the topic with the director ahead of time will help clarify your position and reduce discussion time in the meeting.

When adding a discussion to the meeting, please copy and paste the discussion template and make sure it's fully completed. Unfinished discussion topics will not be raised at the meeting.

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

- Budget template going around
- Given the season – halt on new spending – only necessary spending

### **Secretary Report (5 Minutes)**

#### Action Items January

- Action Item: AM – Budgets per department
- Action Item – ES to get a new laptop for the Ticket Booth
- Radio overview for DOD shift – print out updated instructions and put it in the cabinet
- Action Item – Switch operators to Protec
- Action Item – DN check downhill for derail gadgets in place
- Action Item – DA Label the sleds to know who is using which sleds
- Action Item – Thanks for the donation WFP (Add to Friends of Mount Cain)
- Action Item – content filtering for wifi
- Action item – DA to follow up with Mason to follow up with Alec and Paul.
- Action item – DN to talk to lift maintenance - no sleds by L1 during operation.
- Action item – MT talk to patrol - no sleds used by L1 or Ridge during operation.
- Action Item – Reciprocal blackout dates to match (none on Mt Washington's website)
- Action Item – Share with staff how to deal with issues with reciprocals
- Action item – MM Assigning sled for lift ops (after naming them)
- Action Item – DN to gather info on derailment to for OHS
- Radios in office with important documents – instructions in cabinet please
- Action Item – DOD instructions in the cabinet

- DA - Mount Cain Woss Repeater vs our repeater
- MG - Grader clarification for Protec check in + update procedures
- ES - Spray paint an orange radio that is only for the DOD
- ES + MG + DA – Send all procedures to Tyler
- Note: Next board meeting is January 31 **\*\*this is a change to our usual schedule to accommodate events, let's not forget!**
- Action Item: WD40 for the squeaky seat in next meeting
- Action Item - Minimizing talk on the radio when opening lifts
  - Boundaries are priority
  - Come down, sign out
- Action Item – Evaluate extra rope up by the chimney / don't fuck up corner
- ~~KB – Communicate with team and 'Namgis~~
- MG – Follow up with TFL - 37
- Action item – Start a grant application committee (DA Chair, ES, DN, SD, DH, DM)
  - Look to see if there is anything we have already on our wants list that could fit
  - Will come back with a recommendation for the grant
  - Board will say yes or no. Not rehashing the application.

#### Action Items from November:

- ~~Action: KB to send LS meeting minutes PDF~~
- Action Item: Mike send a copy of our truck insurance
- ~~Action Item: Kieren send AM Jamie and Namgis contract~~
- ~~Action Item: get Alec event dates for liq licenses~~
- ~~Action Item: Special Event license for new years (Cove inside)~~
- Action: Eric to request a reference letter from a doctor and community member, and a further discussion will happen at the next board meeting.
- ~~Action Item: Tyler – DOD policy for alcohol and drugs + code of conduct~~
- Action item: Request staff over 18 have criminal record checks to stay in staff accoms
- Action item: Lynette - Who is overage and where are they staying?
- Action item: Lynette - Any new young adult hires will be required to provide
- Action Item: DN - Look at the L3 driveshaft first to solve the problem before speeding up the lift
  - CV shaft for L3 quote

Action Items from October:

- Communications:
  - ~~Careers page~~
  - ~~Add donations onto the website~~
- Financials:
  - ~~Alec to follow up with Crystal about pre-season expense items~~
- Technology:
  - Privacy policy that covers what personal information we store, and how that information is used.
  - ~~Look into central action item location.~~
- Oc Health Safety
  - Lynette and Tyler to discuss the handbook and adding an overall safety presentation
- Everyone:
  - ~~Please provide Tyler the name and contact info of the representative from each department after training weekend (each should also have a backup in case can not attend meet)~~
  - Review signatures to say “The mountainous area near the Davie River, or Dzudzux’an, is known as Papikałan in Kwakwaka, meaning place of marmots.”

**Directors Reports (1-3 minutes each, 45 minutes total)**

Note: This is a rapid-fire section and should go quickly. Discussion and motions come after all reports are completed.

**Director of Ticket Booth**

Ticket booth is running well. June believes that we will not lose employees with the pause in operations.

1323 memberships so far this season.

Monthly ticket booth sales:

December	Items Sold	Net Sales
Uncategorized	8	\$3,806.00
Lift Tickets	816	\$54,259.00

Memberships	188	\$5,035.00
RV Park	3	\$2,448.00
Season Passes	101	\$37,249.00
Turk's Tavern	3	\$60.00
<b>Total</b>		<b>\$102,857.00</b>
<b>January</b>		
Uncategorized	3	\$220.00
Donation	3	\$60.00
Events	20	\$400.00
Lift Tickets	831	\$46,906.50
Memberships	124	\$3,120.00
RV Park	2	\$1,216.00
Season Passes	33	\$6,485.00
Turk's Tavern	2	\$60.00
<b>Total</b>		<b>\$58,467.50</b>

On Dec 15<sup>th</sup> I had a discussion with Kyle Wells with the Island Coastal Economic Trust about how ICET grants have changed Mount Cain.

#### **Director of Events & Summer Ops**

Backcountry Fest tentatively postponed until March 7 to be combined with Viking Fest if weather permits.

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

- Nothing to report

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

- Nothing to report

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

- Nothing to report

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

- Nothing to report

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

- No reportable staff incidents season-to-date
- Had a good tour of the hill with Christopher Nicolson from CWSAA; he has provided some good contacts from other like-minded small ski hills with t-bars. I will be reaching out to share some safety resources. There might be an opportunity to learn from these other hills.
- MCAPS directors Code of Conduct completed and ready for sign-off.

### **Director of Administration**

- Do we send someone to CWSAA spring meetings in Whistler? Who (April 27-30)
- We have 2k and might get more assistance

### **Director of Grants**

- Subcommittee met to discuss the coop community spaces grant, which typically runs Feb 1 for one month. Grant is no longer funded. Will be looking for other grants to cover the subcommittee ideas for future growth

### **Director of Communications**

- Let me know if any departments need advertising for positions if they become vacant.
- Chatted with CBC Victoria and Vancouver about us being paused and postponing BC Fest. Also CTV checked in on us pausing.
- A lot of sad faces on socials

### **Director of Hospitality**

- Cafe:
  - Tender has launched. I have met with interested parties. We have one entry in the tender at this time, two other parties interested in applying.

- Accommodations:
  - Not much to report, everything is on pause until we reopen.

### **Director of Technology**

- Square processing fees have been reduced. Credit Card payments are now 1.7% down from 2.45%. API payments (checkfront/accommodations) are now 2.45% +30cents down from 2.55%+30cents. Total savings in a year should be over \$5000.

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

- Number of projects completed with Paul being on since end of September 2025
  - Skishop Reno/Solarium flashing
  - Lodge Fire Escape ladders
  - Coyne building (Kokanee room)
  - Solar systems on office and Blueberry/Cypress cabins
  - Numerous improvements to the facilities
- Paul is taking a break (not being paid) while operations are suspended. Seth (and Riss) are off the hill and have the hill in “turn-key” state when we’re able to operate again.
- Water samples – currently unable to get samples to lab (located in Burnaby) within 30hr “hold time”. We may need to look at shipping coolers down to Lower Mainland ourselves on Mondays – thru Pacific Coastal and arrange courier pick up from=-p[
- South Terminal.

### **Director of Patrol**

- **Lower boundaries have been bundled up. Upper boundaries remain in place.**

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

- Replacement rental helmets have been purchased. Combined the \$2k from Western with \$1k from TD. This replaces most of our aged helmet fleet

- First two school groups went very well
- No other updates at this time

### **Questions:**

- Kitchen project is replacing the kitchen sink. On hold until we know when we can open again to save the budget.
- Water testing should be done Monday morning (close to 11:00am), and submitted on Monday afternoon. No later than noon so they are sampled on time in Burnaby.
- Cafe vote will occur at the planning meeting by blind tender

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

#### **Discussion Topic: Would like to introduce an idea for next season of having a 'Founder's Weekend'**

Raised by: Tyler Field

Discussion details: Founder weekend to invite any/all past MCAPS directors and key personnel that have gotten MCAPS to where it is today. Many of the originals are aging (well), no longer come up to the hill during operations, or might have been forgotten about over the years. This would be an opportunity to celebrate everyone's past contributions and to celebrate volunteerism. We could reserve all the accommodations for invited guests, and host a lunchtime or apres ski bbq. I think later in the spring when days are longer would be the best timing for this. If we agree in principle that this is a good idea, we can start drafting up ideas and putting together an invite list.

#### **Discussion Topic: Tundra Skidoo sale – I have spoken with Mason and Darren has spoken with Alec – Alec does not want the skidoo. I would like to offer it to Paul for \$1200 as it had been offered to him.**

Raised by: Dean Hunchuk

Discussion details: I want a clear plan so this can be resolved. If Board decides to go with auction, then this needs to happen ASAP.

**Discussion Topic: Do we send someone to CWSAA spring meetings in Whistler? Who (April 27-30)**

**Raised by: Alec**

**Discussion details:**

We would like to send someone to the CWSAA spring meeting April 27 – 30. We have a \$2000 grant to send someone, or two people.

Tyler is open to going. Lynette is open to going. Lucas considering.

**Discussion Topic: Drones while open**

**Raised by: Lucas**

**Discussion details:** Are we ok to allow drones to operate while the hill is operational? Drone's in general?

**Action Item**

- Lucas to discuss with Coast and Kim
- Alec to discuss with Kearus
- Tyler to develop a policy

**Motion: No drone flying unless they are a professional drone pilot with insurance and has approval from DOD. - ES**

**Second – DH**

**Abstain – 1**

**Opposed – 1**

**Passed**

**Adjourn meeting 8:25pm**