



Canadian Ski Patrol, Calgary Zone Association

Tuesday February 13th, 2017
 7:00pm – 9:00pm
 Banff Trail Community Association
 2115 20 Ave NW
 Calgary, Alberta

Attendees

| | | | |
|-----------------------------------|--------------------------|------------------------------------|----------------|
| Riley Berry | VP Recruit & Retention | Marielle Flottat – by phone | PL Lake Louise |
| Kevin Biggs | VP Equipment | Alex Fuller | PL Nordic |
| Dean Gould | Secretary | John Blaber | PL Nakiska |
| Jean Rioux | President | Pat Cripps | Co-PL COP |
| Dean Trimble | VP Operations | Nicole Oliver | PL Panorama |
| Cody Whitten - by phone | VP Administration | | |
| Chris Oliver | VP Education/PL Sunshine | | |
| Neil McKendrick – by phone | VP Finance | | |

Absent

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|-------------------|-------------------|
| Jarrett McRitchie | PL Special Events |
| Brad Johnston | Co-PL COP |
| Olivier Fuldauer | PL Norquay |

Meeting Minutes - REVISED

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|----|---|
| 1. | <p><u>Welcome & Introductions</u></p> <ul style="list-style-type: none"> • Presidents introduction – opening of meeting |
| 2. | <p><u>Prior Meeting Minutes</u></p> <ul style="list-style-type: none"> • Motion to accept prior minutes (January) – accepted. • Minutes from October & December -outstanding. |
| 3. | <p><u>Presidents Report</u></p> <ul style="list-style-type: none"> • Insurance & WCB <ul style="list-style-type: none"> ○ PL's to review their policies and communicate to their Members if not already completed ○ Know what we are covered for. ○ Letter outlining in detail what the CSP covers to be posted on CZ Website under Membership Services ○ If it is Training session – National will cover, Rostered Patroller – WCB will cover • New Patrollers <ul style="list-style-type: none"> ○ There appears to be 3 people who are not registered with a designated hill. One failed the low land ski test. Riley reached out to individual asking if we can assist – ski improvement classes, etc. It has been determined that people failing low-land ski test can be certified by Ski Improvement Instructor. ○ The other two have conflict with work and or other commitments. Unable to roster on as active patroller this year. • Altitude 2018 (March 22- 25) <ul style="list-style-type: none"> ○ Not fully supported by all zone Presidents ○ Decision was made to sponsor event with \$500 donation ○ Jean Rioux to attend Friday, Saturday and return Sunday (unable to attend all 6 days) ○ Decision was made to send Chris Oliver and James Papineau (Dean Gould as alternate) ○ Budget has \$10K allocated for Conference Attendance ○ CZ Executive passed motion to cancel all future attendance at Altitude Conferences |

Meeting Minutes - REVISED

- Jacket Inventory
 - CZ purchased 20 new jackets
 - Total jacket inventory to be provided at next meeting
 - Nordic to provide prototype jacket and/or specifications it requires in its jackets. Purchasing of Nordic jackets is dependent and contingent on identifying type if jacket.
 - Considerable discussion with Executive around people receiving jackets and patrolling outside CZ, and not returning jacket. **Decision was made people leaving CZ to other Zone will be requested to return jacket.**

4. Action Items from Prior Executive Meeting

- Biggs to arrange effort with Oliver and McRitchie to inventory CZ equipment/gear (including WC trailer and main storage trailer) and determine disposition plans
- McRitchie will investigate options to modify Special Events Trailer after Special Events season has concluded
- **COMPLETED** Biggs to identify number of jackets and packs required for both Spring and Fall Rookie class, along with having additional available to returning patrollers in need of replacement. PLs to provide to Biggs inventory of jackets issued to returning patrollers and requirements for this season.
- **COMPLETED** Trimble to investigate Division personal health insurance coverage. Provide reference (eg. website) on “What to do if you get injured while patrolling”. Trimble needs to provide data to Scullen in order to have data posted on CZ website.
- Each PL to provide stats, number’s, and forecasts of needs / requirements for their respective hill. **This is to be communicated to Berry**
- Rioux to monitor situation and National’s position on the outsourcing of the First-Aid Recertification annual requirements for each Division and Zone. **Oliver to provide writeup on how outsourcing to Red-Cross etc. would possible affect Manual and Re-Cert Instructors, etc. (I.e. Ramifications on Education Instructors -specifically First Aid)**
- Bannerman to coordinate with McRitchie on Pilot Project of Motorcycle Response Unit
- PL’s to provide to Scullen a list of patrollers to arrange access for respective hills documents. **On-going discussion.**
- Oliver to solicit ideas for Honeywell award and sponsorship options with Division. **Oliver to discuss with Division.**
- Scullen to provide receipts on digital consolidation expenditures related to \$500 contribution to National
- October and December meeting minutes to be issued
- Executive Members to provide comments to Procedures Manual to Whitten. **Very few comments received.**
- Biggs to cut new keys and issue a set to Rioux and Oliver. Consider using separate locks for WC and Zone equipment

5 New Business

- Calgary New and Used Ski Sale Update
 - Great success with 9,451 items sold
 - Disbursement to CZ is \$81,600
 - Motion to donate \$0.50 per item sold to CSP National (\$4,725.50) consistent with prior years donations
 - Motion to commit to this level of donation for a period of 3 years (2018, 2019, 2020)
 - Motion to appoint Geoff Scotton and Jim Hennessy as CSP representatives to the Calgary New and Used Ski Sale. **VP Operations reserves right and authority to revisit and make changes as required**
 - **All of the above was supported by majority vote (Alex – moved, Jean seconded)**
- Zone Awards
 - Glenn Bonsall has agreed to act at Awards Chair. **Cody to arrange meeting to discuss**
 - Need to begin submitting nominations for each Patrol and Department

Meeting Minutes - REVISED

- AGM Planning
 - Initial planning stages
 - Sandra Williams confirmed as Elections Chair
 - Need to confirm MC, venue, and select date
 - Review Executive Positions with terms ending
 - Zone President, VP Administration, and 2 VP at Large positions (Member Services, Equipment)
 - Discuss continuation and succession plans
- Retention Program
 - Marielle has accepted position of Retention Coordinator
 - Retention proposal issued for review and acceptance – detailed report dated February 11, 2018 – issued to Executive.
 - Proposal provides for \$1,000 to be made available to each CZ Hill for providing competency in its patrollers through training, classroom, mentoring, etc.
 - Executive supported initiative with a majority vote (Moved by Alex, seconded by Jean). Program will be implemented 2018/2019 ski season due to costs not forecasted in this year's budget.
 - Marielle and Neil McKendrick to provide guidelines for program to better manage expectations and related costs.

6. **VP Reports**
- Administration – see report. Unassigned Patrollers will be provided their ID via mail
 - Communications - see report
 - Education - see report
 - Equipment - see report
 - Finance - see report, Need to review tax ramifications with CRA with respect to Ski Sale proceeds, Casino, etc. Want to be proactive, versus reactive. Will be retaining third party to provide guidance on this matter.
 - Operations - see report, On-going conversation with Scotten and LL Ski Ski Club regarding Ski Sale.
 - Member Services - see report

7. **Patrol Leader Reports**
- COP – meeting set up with hill management in March to discuss possible implementation of CSP for next year.
 - Lake Louise – see report. Nothing new to add
 - Nakiska – see report. Division First Aid Competition was held. Great success. On-Snow Clinic was well attended by hills outside of CZ. Very poorly attended by CZ. Issue appears to be centered around poor communication provided. Hill has issues with how On-Snow Coordinator communicated needs and requirements and leaving toboggans on the hill (not making arrangements to transport).
 - Nordic – see report. Packs and equipment purchased. Ski Lessons to be provided in Confederation Park. Letter of Understanding with Parks has been established. Radio Licencing obtained for new and existing members of Nordic Patrol.
 - Norquay – see report. Nothing new to add
 - Panaroma – see report. A member was injured and processing the various forms required to obtain coverage (WCB, etc.)
 - Sunshine – see report. One member injured. Requirement to comply with hill policy and insurance. Numbers increased from 4 up to 6.

Next Meeting:

March 13, 2018
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