



## Canadian Ski Patrol, Calgary Zone Association

Tuesday September 11, 2018  
 7:00pm – 9:00pm  
 Banff Trail Community Association  
 2115 20 Ave NW  
 Calgary, Alberta

### Attendees

|                 |                          |                  |                |
|-----------------|--------------------------|------------------|----------------|
| Jean Rioux      | President                | Mike Denis       | PL Norquay     |
| Kai Seltner     | VP Recruitment           | Marielle Flottat | PL Lake Louise |
| Dean Trimble    | VP Operations            | Alex Fuller      | PL Nordic      |
| Chris Oliver    | VP Education/PL Sunshine | Nicole Oliver    | PL Panorama    |
| Neil McKendrick | VP Finance               |                  |                |

### Absent

|                          |                    |                   |                   |
|--------------------------|--------------------|-------------------|-------------------|
| Ryan Scullen             | VP Communications  | Pat Cripps        | Co-PL COP         |
| Kelcey Stilwell-Lastiwka | VP Member Services | Brad Johnston     | Co-PL COP         |
| Cody Whitten             | VP Administration  | John Blaber       | PL Nakiska        |
|                          |                    | Jarrett McRitchie | PL Special Events |

| Meeting Minutes |  |
|-----------------|--|
| 1.              | <p><b><u>Welcome</u></b></p> <ul style="list-style-type: none"> <li>Welcome and opening meeting</li> </ul>   |
| 2.              | <p><b><u>Prior Meeting Minutes</u></b></p> <ul style="list-style-type: none"> <li><b>MOTION:</b> Accept prior minutes from Aug 2018.<br/>Majority carried vote in favor – MOTION PASSED</li> </ul>   |
| 3.              | <p><b><u>Awards Committee</u></b></p> <ul style="list-style-type: none"> <li>Awards Committee attended the Zone meeting – information about the awards process and the spreadsheet of all CZ Members awards provided.</li> <li>Awards team continued meeting in the basement meeting room of the Community Centre</li> </ul>   |
| 4.              | <p><b><u>President's Report</u></b></p> <ul style="list-style-type: none"> <li>Zone Supported Board of Directors Candidates was introduced with discussion on the idea and a show of support of the concept             <ul style="list-style-type: none"> <li>Any individual Member who is interested in running for the BoD can apply for the Zone Supported Candidate or run on their own if not selected as the Zone Supported candidate</li> </ul> </li> </ul> <p><b>ACTION ITEM - Rioux to define the process and the criteria that the Zone will use to select the supported candidate for the next meeting</b></p> |

## Meeting Minutes

5. **Action Items from Prior Executive Meeting**
- McRitchie will investigate options to modify Special Events Trailer after Special Events season has concluded
  - McRitchie to provide summary report at end of summer on needs and requirements
  - 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. Evaluate needs (funding, safety training, uniforms) and market demand for services. ON HOLD
  - Fuller to ensure that Nordic MOU is signed prior to 2018/19 season (In Progress with 9/30 at completion target)

6. **New Business**
- Roster Evaluation
    - Discuss the work done to date on reviewing potential new roster systems, and issues and concerns.
    - Trimble reviewing ZIM from Central
  - Update on succession planning
    - McKendrick is actively engaging members to assume the Finance portfolio.  
**ACTION ITEM: McKendrick Rebecca Sinclair has been identified as the replacement, she will be invited to the next meeting. Gord Merz to assume responsibility for CZ Casino Chair**
    - Others are encouraged to find a candidate to shadow incumbent, and provide support and training well in advance of end of term.
  - Instructor On-snow in March
    - Norquay is offering to host the Instructor On-snow event in March.
    - Executive supported and Mike to reach out to On-snow Coordinator James Papineau
  - Education
    - Oliver to dispose of Education items in the storage locker. All items are obsolete
  - Finance
    - Disposal of Radios, it was agreed that the older Motorola radios will be recycle. Lake Louise will take 5 and Norquay will take 3 for line of sight training radios
  - OHS Bill 30
    - The new OHS policy requires organizations greater than 20 members to have an OHS policy, New & used Ski sale working on a policy, but Division has been requested to create the OHS policy for Summer Events. All other Patrol activity are covered by their Hill OHS policy
  - Safety
    - Slater has offered assistance to any PL that would like to participate in any of the numerous Safety programs. She requires advanced notice. Will provide all the information but will not run the local hill programs
  - Recruiting
    - Open Houses September 17<sup>th</sup> & 18<sup>th</sup>

## Meeting Minutes

7. **Nakiska member Renewal**
- Blaber had a Member contact him, he paid his fees and did a few volunteer shifts last year, who did not pass the recertification, the member wants to return this year but wanted to know if his volunteer shifts from 2017/2018 and his fees could be used for this year. A discussion ensued.
  - **MOTION:** Carry forward volunteer credits from the prior year for the Member, but they would still have to pay the annual fee (discounted)  
Majority carried vote in favor – MOTION PASSED
- Norquay Patrol Funding request**
- Denis requested funding for the completion of the CSP patrol Hut and 50% of the cost of a beacon plot. Discussions ensued, and it was felt that the CSP Hut should be completed using Patrol funds, however the beacon plot should be funded as this was part of our safety mandate.
  - **MOTION:** Calgary Zone to fund 100% of the beacon plot (\$5500 +/- 10%) insuring there is a banner prominently displaying the sponsors of the program.  
Majority carried vote in favor – MOTION PASSED
8. **VP Reports**
- Administration
  - Communications
  - Education
  - Finance
  - Operations
    - Trimble had inquired on the status of agreements or MOUs with hills and areas, and have found limited formal agreements in place. Rioux and Trimble will follow-up with Bonsall to understand status of prior agreements with areas/hills. Currently have Panorama, Nakiska,
  - Member Services
  - Recruitment
9. **PL Reports**
- COP – No report
  - Lake Louise
  - Nakiska – No report
  - Nordic
  - Norquay
  - Panorama
  - Special Events – No report
  - Sunshine

Next Meeting:

October 9, 2018  
7:00pm – 9:00pm  
Banff Trail Community Association  
2115 20 Ave NW  
Calgary, Alberta