



Canadian Ski Patrol, Calgary Zone Association

Tuesday April 16, 2019

7:00pm – 9:00pm

Banff Trail Community Association

2115 20 Ave NW

Calgary, Alberta

Attendees

Neil McKendrick	VP Finance	Marielle Flottat	PL Lake Louise
Dean Trimble	VP Operations	Ron Lewis	Co-PL (interim) Nakiska
Kai Seltner	VP Recruitment	Gord Merz	Co-PL (interim) Nakiska
Cody Whitten	VP Administration	Mike Denis	PL Norquay
John Bannerman	for Education	Alex Fuller	PL Nordic
		Nicole Oliver	PL Panorama
		Jarrett McRitchie	PL Special Events

Absent

Jean Rioux	President	Pat Cripps	Co-PL COP
Kelcey Stilwell-Lastiwka	VP Member Services	Brad Johnston	Co-PL COP
Ryan Scullen	VP Communications		
Chris Oliver	VP Education/PL Sunshine		
Rebecca Sinclair	Finance Function		

Meeting Minutes	
1.	<p><u>Welcome</u></p> <ul style="list-style-type: none"> Welcome and opening meeting
2.	<p><u>Prior Meeting Minutes</u></p> <ul style="list-style-type: none"> MOTION: Accept prior minutes from March 2019. Majority carried vote in favor – MOTION PASSED
3.	<p><u>President's Report</u></p> <ul style="list-style-type: none"> Nothing to report

Meeting Minutes

4.

Action Items from Prior Executive Meetings

- McRitchie will investigate options to modify Special Events Trailer after Special Events season has concluded. Mark Nodwell has offered to assist. James Papineau will coordinate with Mark on recommended upgrades.
- 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).
- Fuller to ensure that Nordic MOU is signed. Alex will begin the MOU conversation again for next season.
- Rioux to define the process and the criteria that the Zone will use to select the supported candidate for Board of Director positions for the next meeting
- **COMPLETED** McRitchie to provide a report on summer events. Submission to Finance is lagging. Jean will coordinate with Dean to arrange assistance for Jarrett. Jarrett to provide disbursement names by Friday March 15th 2019.
- Papineau to provide the Executive with an update on the progress of the committee and path forward plans.
 - James circulated a draft proposal for comment for the On Snow Program, and the framework to achieve Instructor Levels. James is soliciting comment and feedback and will update the Framework. Intent it to finalize the framework by year end, approved by VP Education.
 - On Snow Committee is developing a Calgary Zone skiing standard that will meet the minimum standards of all hills.
 - 2019 On Snow Planned for March 23/24. James will issue notice for sign-up shortly.
- Seltner to contact Scullen to review recommended updates for the Zone website
- Flottat to talk to Mike regarding expiration of current zone roster system

Meeting Minutes

5.

New Business

- Confirm process for new patrollers (2018 rookie class) that yet need to complete On Snow. Concern raised that candidates have not been provided adequate direction on their status and next steps. Verified that candidates still need to pass Zone on hill standard (previously “lowland rating”).
ACTION Bannerman to contact head of On Snow (Oliver) to reach out to Papineau and Stark to ensure:
 - Candidates clearly understand their current status – they have NOT passed the on hill standard
 - Candidates still need to achieve their on hill status and complete their toboggan training. They are to be directed to participate in the 2019 On Snow program next fall to be ski tested and receive toboggan training.
- Discussed funding request from Jack Haley to obtain compensation to attend FIPS conference in Argentina in September. No motion raised – funding not approved.
- **MOTION:** Motion raised by Whitten to approve extension of Flottat’s term past 5 years (assuming she is re-elected) to accommodate the proposed Lake Louise election process/cycle. Seconded by Denis and majority carried vote in favor – **MOTION PASSED**
- Reviewed proposal for Patrol Leader training program drafted by Flottat. Supported by Executive.
MOTION: Raised by McKendrick for Flottat to lead the PL training program, funded by next years budget. Seconded by Merz and majority carried vote in favor – **MOTION PASSED**
- Review 2019/20 draft budget
 - Neil ran through the 2019/20 budget. Highlights below:
 - Hill funds include: requested equipment, awards, and \$70 per patroller
 - Expense claims for food and beverage that come from Casino funds shall not include reimbursement for alcohol
 - Zone to limit alcohol served at Zone sponsored functions to two drinks per member. This limits liability to Zone and demonstrates prudent cost stewardship.
 - Special request from Norquay for equipment to assist with race coverage (vacuum mattress, splints, trauma pack). Denis explained background and justification for the request: need to have adequate equipment to support the races (sole CSP usage) and to demonstrate CSP additive value to Norquay management. Alternatives were discussed (such as using World Cup equipment) but these posed challenges. Executive supported equipment additions, with the understanding that this equipment will be CSP assets.**ACTION** PLs and executive members to review their budget line items for accuracy and completeness. Plan to finalize at next meeting.

6.

VP Reports

- Administration
 - Zone AGM scheduled for June 25th at Willow Park Golf Club at 6:00pm
 - Nominations for Zone awards due May 15th – descriptions attached
 - Award selection meeting scheduled for May 22nd at 7:00pm at Seanachie Pub
- Communications
- Education
- Finance
- Operations
- Member Services
- Recruitment

Meeting Minutes

7.

PL Reports

- COP
- Lake Louise
- Nakiska
- Nordic
- Norquay
- Panorama
- Special Events
- Sunshine

Next Meeting:

May 14, 2019
7:00pm – 9:00pm
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