

1. July 2023 meeting information

- a. Meeting – In person.
- b. Location -Agronomy lunchroom
- c. Manager: Connie Rose
- d. Next meeting for the month of August 2023, will be email updates only.
- e. Summary submitted for July 2023 meeting.
 - a. Agronomy – Doug
 - b. Horticulture – Sue
 - c. Golf operations:
 1. Golf Shop – Jordan
 2. Golf Services – not in attendance
 3. Course Marshals – Jordan
 - d. F & B On Course Service – not in attendance
 - e. Tennis – not in attendance
 - f. BMAC – Eve
 - g. Maintenance workshop - not in attendance

2. July 2023 Department Updates

- a. Agronomy – One worker slipped while mowing approaches, no medical attention or missed work. Monthly summary submitted.
- b. Horticulture - Nothing to report. Monthly summary submitted.
- c. Golf Operations:
 1. Pro Shop – Nothing to report. Monthly summary submitted.
 2. Golf Services Update: monthly summary not submitted.
 3. Course Marshals Update – Nothing to report. Monthly summary submitted.
- d. F & B Update: monthly summary not submitted.
 1. Members lounge
 2. On course beverage cart service
 3. Comfort 10 Mountain Course
 4. Comfort 11 Valley Course
 5. Lift Pool Side Bar and Grill
 6. Lift Coffee and Juice bar
 7. Hub storage area
- e. Tennis Updates – monthly summary not submitted.
- f. BMAC - Nothing to report. Monthly summary submitted.
- g. Maintenance workshop -

3. July 2023 Department inspections – F & B only department completed June 13, 2023

- a. Agronomy – August 2023
- b. Horticulture – August 2023
- c. Golf operation:

1. Pro Shop – next scheduled inspection October 2023
 2. Golf services – next scheduled inspection October 2023
 3. Course marshals – next scheduled inspection October 2023
- d. Food and beverage – next scheduled inspection August 2023 to follow up on Andys response.
Open business.
- e. Tennis – next scheduled inspection September 2023
- f. BMAC facility - next scheduled inspection October 2023
- g. Maintenance workshop - next scheduled inspection October 2023

4. Follow up required due before April 1, 2023, meeting – open business

-Motorola radios. Concern has been brought to the OHS committee regarding radio communication. As a result of this concern, we need to know what departments have Motorola radios? How many Motorola radios per department AND what channels are scheduled on these radios. This was due April 1, 2023.

5. Department inspections July 27, 2023

1. Agronomy – no issues nothing to report no follow up.
2. Horticulture – Side mirrors need to be in stalled one is missing still. Office mat needs corner cut to remove trip hazard. Completed – Sue August 1, 2023
3. F & B

Lift pool side Bar and Grill

-Anti fatigue mat needed outside at the bar for bar tender. We have one available and it will be in place August 1st, 2023. Sue

-Electrical breaker panel in the little kitchen area is still not enclosed or guarded. There was an incident in May 2023 where the cook hit his head on the corner of the panel while using the dishwasher. – Scott Walker to take care of please. OHS committee did not receive incident report.

-Fire retardant barrier needed between outside BBQ and Taxus shrubs, to protect worker.

-In need of eye wash bottle as spices were blown into workers eye, OHS committee member Sue dropped off an eye wash bottle the same day.

-NOTE * Pool Side bar and Grill mentioned they have been asked several times for band aids for guests and members, thank you for the update and for providing the band aids so the OHS committee does not have to do this refilling. Please note this is an operational concern not an Occupational Health and Safety issue as the band aids are for guests and members not employees.

Lift coffee and juice bar

-blender cover issue, follow up, the worker did not know of an update and there was not one there. She did not know if it had been ordered yet or where it was.

On course service Beverage cart

-One beverage cart has burnt out head light

-Side mirrors on beverage carts now installed.

-one cart is still missing first aid kit

-Pre trip inspection and checking the oil, in particular, has still not been taught to the entire team. Please complete the on boarding checklists to rectify this issue.

-Black roofed beverage cart needs the brakes inspected because the girls feel they are not working properly.

-Grey roofed beverage cart needs a wheel alignment as the girls feel it is not working driving properly.

-Possibility of getting two-way radios for the beverage carts so they can communicate with other team members, such as members lounge, Comfort 10 Mountain and Comfort 10 Valley.

-Stool requested again for comfort 10 Mountain. This is due to a full eight-hour shift and the ability to rest workers legs.

Maintenance workshop

-old business of base board panel being an issue is now closed.

Tennis facility

An inspection was not needed at this location for July 2023, however a reminder for tennis staff that staff parking is still not permitted behind the tennis facility. The OHS committee noticed staff are still parking their personal vehicles in this location. As noted in the previous meeting minutes this causes safety concerns for the Food and Beverage workers.

6. All departments

Driving speed down the agronomy access road must be kept at a speed between 20 and 25 km/hr.