

1. May 2024 Meeting information

Meeting - In person

Location - Corporate office

Manager - Connie Rose

Next meeting - June 2024 meeting will be in person 1:00 pm on Tuesday July 2, 2024.

Attendance for the May 2024 meeting.

- a. Agronomy - Doug
- b. Horticulture - Sue, Connie
- c. Golf operations
 1. Pro Shop - Jordan
 2. Golf Services - Jordan
 3. Course Marshals - Jordan
- d. F & B - Maddy
- e. Tennis - Fred
- f. BMAC - Eve
- g. Maintenance – not in attendance

2. May 2024 Department Updates

a. Agronomy – two incident reports. 1. Golf ball went through windshield of service vehicle.

RTW. 2. Worker operating e-tri plex brakes failed due to electric power failure. RTW.

-Three first aid records. 1. Worker was injured during bubble take down, repetitive motion

injury back, light duties on following day. 2. Worker was in mechanics shop injured finger.

RTW. 3. Worker was operating back-pack blower finger was injured. RTW. Monthly summary submitted.

b. Horticulture – one first aid record. Scratch on arm due to deer fencing. RTW. Monthly summary submitted.

c. Golf Operations-nothing to report for all three departments.

1. Pro Shop - Monthly summary submitted.
2. Golf Services - Monthly summary submitted.
3. Course Marshals - Monthly summary submitted.

d. F & B - Monthly summary submitted.

1. Members lounge (TOW) -
2. On course beverage cart service (MTN, Valley)-Valley course, worker tipped over beverage cart. No medical attention, no missed work. RTW.
3. Comfort 10 Mountain Course –
4. Comfort 11 Valley Course -
5. Lift Coffee and Juice bar -
6. Lift Pool Side Bar and Grill -
7. Hub storage area -

e. Tennis Updates –nothing to report. Monthly summary submitted.

f. BMAC Operation nothing to report. Monthly summary submitted.

g. Maintenance workshop –Hazard report, incident report, first aid record, due to blockage in water pipe. Monthly summary submitted.

3. May 2024 Department Inspections

a. Agronomy – needs two eye wash bottles

b. Horticulture - Nothing to report

c. Golf Operations

1. Pro Shop - Nothing to report
2. Golf Services – Clutter at bay entrance, cart charging cords not placed in correct location when not in use, creating possible trip hazard. Recommended to check condition of the floor and workspace often during shift.
3. Course Marshals - confirm you have one first aid kit in each mountain and valley starter hut and one first aid kit in each mountain course and valley course marshal utility cart.

d. F & B

1. Members lounge (TOW) - Clutter in storage space, power panel is not clear for access.
2. On course beverage cart service (Mountain and Valley) – Confirm all beverage carts have a basic first aid kit and an air horn, these are mandatory items. One person reported black smoke was coming out of the grey top beverage cart after numerous hill climbs.
3. Comfort 10 Mountain Course – please confirm all workers know where first aid kits, fire blankets and fire extinguishers are located.
4. Comfort 11 Valley Course – this location is not in use yet this season. Does the F & B team have any questions?
5. Lift Coffee and Juice bar – Closed while inspections were being completed.
6. Lift Pool Side Bar and Grill - Water leaks inside kitchen prep area possibly from a pipe when outside sink is in use.
7. Hub storage area - Propane tank (2) inside space, can see in the window. Space was locked during time of inspections.

e. Tennis Updates - Hole in roof of outside storage space.

f. BMAC - Band aid supply is low, where are your corresponding First aid records? If you are supplying band aid to members, please top up your member first aid supplies within your department.

g. Maintenance workshop - crack in pipe was reported. Now repaired.

4. May 2024 All department notes

-A hard hat was given to the golf services team to be worn while driving on the service road from cart staging to the agronomy yard (for use of the golf ball washer). This hard hat is labelled golf services and should be worn while travelling in service vehicles, the hard hat will mitigate the hazard of a golf ball striking the worker's head.

-Worker performing the job of range picker and driving across the range must wear hard hat.

-Working with ear buds increases risk to workers. These are not permitted.

-Please continue to close the lid of the large dumpster in the Agronomy yard. The dumpster changes often, ensuring all team members know how to open and close the lid properly.