**Attendees:** James Dicks, Bernie Simpson, Tom Abernethy, Paul Johannsen, Jeff Boucher, Russell Rumley, Vicki Mierins, Amber Corby, Dale Cross, Heather Scott, and Colin Moden.

**Regrets:** Laura Wismer, Deb Blimkie and Martin Bourgon.

**Guest:** Ray Blimkie.

| **Agenda Items** | **Discussion** | **Action**  |
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| 1. Call to Order
 | **James Dicks** welcomed everyoneand thanked them for attending. He called the meeting to order at 7:03pm.* Jim welcomed Colin Moden to the Board.
* Amber advised the Board that due to relocating from Ottawa, she will be leaving the Pakenham management team. They are looking for a replacement.
* Deb advised the Board that she will be the Calabogie representative and that Laura will be moving to the NCD TC. These changes will be formalized at the CADS – NCD AGM in the fall.

Items to add to the agenda:* 2B. Approval of the minutes from our e-meeting from July 23 to 30, 2021.
* 12. Contact information for Directors.
 | Attendance was taken. |
| 1. **A.** Approval of the minutes from our June 17, 2021, meeting, and **B.** E-meeting from July 23 to July 30, 2021.
 | Minutes were shared via email ahead of the meeting. There were no questions regarding the minutes from the previous meetings.  | Motion to approve minutes from our June 17, 2021, meeting by Jeff Boucher. Second Bernie Simpson. Carried.Motion to approve minutes E-meeting from July 23 to July 30, 2021, by Bernie Simpson. Second Russell Rumley. Carried. |
| 1. **A.** Present and Approve the Financial Reports: 2020-21 Income Statement and Balance Sheet - as sent to BDO for their Financial Review, and 2021-22 Income Statement on September 25, 2021. **B.** CADS-NCD Budget proposed and considerations. A discussion now and approval of the Budget will be in October.
 | **A.** Tom circulated the financial documents prior to the meeting. Tom walked the Board through the following:* Financial Statements for FY 2020-21, and
* Financial Statements for FY 2021-22 (July 1st to September 28).

BDO is currently auditing the financials and Tom has been answering their questions. When the review is complete and signed off, the BDO report will be circulated with the Board.**B.** During October, Tom will be working with program representatives on finalizing budgets for their program. These will be approved by e-vote prior to the AGM. | Jeff Boucher moved to accept the Financials as presented. Second Colin Moden. Carried. |
| 1. COVID 19 Risk Management to Be Developed in Collaboration with CADS.
 | Russel spoke on behalf of the COVID Safety Officers Working Group. They are optimistic that programs will run this season, as much as is possible. CADS-NCD will follow the Return to Snow plan and are waiting on ski resorts to communicate their protocols for operating. A discussion followed focussing on what the vaccination requirements will be. At a minimum, programs will follow CADS National’s Vaccination Policy which was circulated with members on September 23, 2021. The COVID Safety Officers Working Group will continue meeting regularly as they keep watch on a wide variety of considerations. They will keep providing solid guidance to the CADS-NCD Board on the safest way to move forward this winter.Once there is more information available from our health authorities and ski hills, the approach for programs this winter will be developed. | CADS – NCD COVID Safety Officers Working Group to develop consolidated messaging for the AGM. |
| 1. Comms Outreach to Members Raised in May – CADS – NCD appreciates members, importance of vaccination, etc.
 | Program directors expressed an interest in using the Edelweiss newsletter as a guide for communicating with their programs. | Jeff to share Edelweiss newsletter with other programs. |
| 1. Registration 2021-22 Updates.
 | CADS Registration is open in SnowLine. SnowLine is replacing the old Goal Line. It is new this year for most NCD programs and members.All program members are required to register with Snowline to be covered by insurance.Programs may wish to delay registration until more is known about whether they can operate this winter, and if so, how and with what limits.Programs can work with Amy to understand and inform their members on the process for SnowLine. | Board members encouraged to register through SnowLine. |
| 1. Succession Planning & Outreach.
 | Any assistance members could provide to recruit future board members, would be appreciated. It was mentioned by some Directors that there has been a lack of interest in people stepping up to volunteer on the Board and programs.  | Board members to continue efforts to recruit future Board members. |
| 1. CADS - NCD Virtual AGM Date TBC, Election Committee, Board Nominations, Program Reps, (Maybe early Dec again once we know what may happen for 21-22 season).
 | AGM will be virtual this year.* Tentative date set for November 17, 2021.
* Volunteer Appreciation Awards will be announced again.
* Many board members are needed so please encourage people to run.
* Programs including TC are asked to submit their nominations again as has been the case in the past.
* Paul and Bernie will form the election committee this year.
* Heather and Jim are up for election.

3 packages will be sent to Program Directors:1. Notice, invitation Agenda, Board Executive election nomination form – to be sent to members.
2. For Programs to nominate reps.
3. For any comments on draft 2020-21 President’s Report.
 | Jim to send AGM documents to programs a month ahead, so they can be circulated with members 21 days in advance. By-law requires we provide 21 days notice. |
| 1. Mont Cascades Update.
 | Vicki provided an update following the fire at Mont Cascades in August.Management at Mont Cascades have said that there will be a structure in place for the season and that their program is welcome back.No costs are known at this point eg. price of lift tickets.Preference is to run the program at Mt. Cascades.Training taking place before Christmas may be at Edelweiss. | Vicki to coordinate with Jeff, volunteer training in December. |
| 1. National Updates & Sanctioning for 2021-22 for insurance.
 | National Updates & Sanctioning for 2021-22 for insurance* Programs to submit sanctioning information to Amy and notify her of any changes.

CADS has noted importance of administrators registering in July. This is important for those in a decision-making position and for running summer events.Everyone is responsible to ensure they are registered. Program Coordinator’s are available to help with registration if needed. | Program coordinators to ensure they and their leadership groups are registered in Snowline and insured. |
| 1. Volunteer Recognition Long Service Pins available.
 | Tom is planning to buy the pins and will have these available for Program coordinators. |  |
| 1. Items added to the agenda.
 | Tom - circulated Board contact info for directors to confirm.Amber and Laura will remain in their roles until the AGM. | Board members to confirm contact details with Tom. |
| 1. Round Table.
 | Tom – reminded Program directors he will be working with them to finalize their budgets during October. |  |
| 1. Next meeting and adjournment.
 | Dates for the E-meeting to approve 2021-22 program budgets TBC. The next planned meeting is the AGM on November 17 (tentative).Jim asked for someone to motion for the meeting to adjourn. The meeting adjourned at 8:47 PM. | Colin Moden moved to adjourn the meeting. Second Vicki Mierins. Carried. |