Attendees: *James Dicks, Bernie Simpson, Tom Abernethy, Raymond Blimkie, Deb Blimkie, Paul Johannsen, Mary Johannsen, Jeff Boucher, Martin Bourgon, Carolyn Mitrow, Miranda Newton, Kim Leahy, Laura Wismer, John Chafe, Pierre Goulet, Aaron Wong-Sing, Deirdre Abernethy, Fletcher Sloan, Patricia Pad, J Goes Hudge, Justin Brunelle, Colin Moden*

| **Agenda Items** | **Discussion** | **Action**  |
| --- | --- | --- |
| 1. Call to Order and Credentials Report
 | **James Dicks** welcomes everyoneand thanks them for attending. He called the meeting to order at 7:06 pm. The CADS – NCD By-Laws require a quorum of 20 members attending a Meeting of the Members for that meeting to be official. There was quorum so the meeting was official as 22 members attended.James introduced the CADS – NCD Board and thanked them for all the support they provide to our membership.President: James DicksVice-President: Bernie SimpsonDirector of Ski Operations: Russell RumleyDirector of Admin Operations: Jeff BoucherSecretary: Heather ScottTreasurer: Tom AbernethyCalabogie Peaks Program Representative: Laura WismerMount Pakenham Program Representative: Amber CorbyWinter Sports Clinic Program Representative: Dale CrossSki Hawks Ottawa Program Representative: Paul JohannsenSommet Edelweiss Program Representative: Martin BourgonMont Cascades Program Representative: Vicki MierinsCADS – NCD TC Chair: Colin Moden | Quorum met @ 22Return to Snow progress report mentioned as on going and the importance of being fully vaccinated is essential.  |
| 1. Approval of Minutes from 2020 AGM (December 3, 2020)
 | Meeting attendees were provided with a package of documents in advance via email, including these minutes. In addition, all documents for the AGM were posted on CADS – NCD web site well in advance of the meeting.Minutes were presented for Approval. | Deb Blimkie motioned to approve the minutes from CADS – NCD AGM held on December 3, 2020.Miranda Newton seconded.All favoured, Carried. |
| 1. Business Arising from Minutes
 | No business arose from these minutes. |  |
| 1. Present and Approve 2020-2021 Financial Statements and BDO’s response to our package.
 | **Tom Abernethy** presented the 2020-2021 financials. This included an income statement, balance sheet and Financial Review Report as approved by BDO Canada to the members.The BDO Canada 2020-2021 Financial Review Report was included in the package of documents provided to attendees. The Board had previously approved this report. Tom explained that the Division had met all BDO’s standards for a review and talked the members through the report.  | Tom motioned to approve the 2020-2021 Income Statement and Balance Sheet. Carolyn Mitrow seconded.All favoured, CarriedColin Moden motioned to accept BDO’s Report for 2020 – 2021, as reported.John Chafe seconded.All favoured, Carried |
| 1. Appointment of Public Accountant for FY 2021-2022
 | **Tom Abernethy** informed members that BDO Canada has advised him that if CADS – NCD revenues are over the $250,000 threshold set out in the Canada Not-for-Profit Corporations Act then CADS – NCD will be required to have a public accountant conduct a full audit as opposed to financial review. Tom advised that as revenue is raised this fiscal year the Board will monitor If necessary, the Board will put out a request for proposals from public accountants for the audit. The Board would then decide on a public accountant to conduct the audit. | Tom motioned that BDO Canada, or an accounting firm of equal stature and experience of auditing Not for Profit Corporations, as decided by the Board of Directors be retained as our Public Accountant for the fiscal year 2021-2022.Deb Blimkie seconded.All favoured, carried |
| 1. Approval of all 2020 - 2021 Actions by the Board of Directors
 | **James Dicks** asked members for a motion to approve all actions taken by the Board of Directors since the 2020 AGM. | Justin Brunelle motioned to approve the actions of the Board of Directors over the past fiscal year.Jeff Boucher seconded.All favoured, carried. |
| 1. Present and approve 2021-2022 Budget(s)
 | **Tom Abernethy** presented the 2021-2022 budget for CADS – NCD and our programs. Budgets were included in the package attendees received. All the financials can be found on the website. | Justin Brunelle motioned to approve the 2021-2022Budgets as presented. Pierre Goulet seconded.All favoured, Carried. |
| 1. President’s Message
 | The report was included in the package of documents that attendees received. It can also be found on the website. **James** **Dicks** tabled his Report. He thanked everyone for their efforts during the last year and said the division had accomplished lot. Looking ahead, he said that for this season we will have to adapt to health guidance and other circumstances. | Laura Wismer motioned that the President’s Report be accepted as presented.Seconded Martin Bourgon. All favoured, Carried. |
| 1. Program Updates
 | Program updates: three programs advised that registration for 2021-22 is low. Calabogie has 20 students and 40 Instructors Edelweiss may only have 40 students and 55 Instructors Pakenham has 24 instructors and 36 students. Other programs have not started their registration process. Older instructors and some students are not returning yet. Low numbers are currently expected for 2021-22. | Miranda Newton motioned that Program Updates be accepted, as presented.Laura Wismer seconded.All favoured, Carried. |
| 1. Report by Chair of Nominating Committee regarding the Election of Board Members
 | **James** thanked all candidates for submitting nominations for Members at Large and Program Representatives for expressing their interest in CADS – NCD’s Board. James thanked Paul and Bernie for their work as the elections committee. **Paul Johannsen** and **Bernie Simpson** as the Nominating Committee thanked the members for their support. |  |
| 1. Vote for Board of Directors
 | James thanked Paul and Bernie for their work as the elections committee. Paul advised members that there would not be an election at the AGM. James Dicks and Heather Scott were both Acclaimed. |  |
| 1. Introduce/Announce New Board Members/Directors of the corporation
 | **Paul** read the slate of 13 nominees to be voted by the membership as Directors of the CADS-NCD.Members at large are: Bernie Simpson and Jeff Boucher (2 years remaining)Tom Abernethy and Russell Rumley (1 year remaining)Heather Scott and James Dicks (3 years remaining)Nominees as the Program Representatives are:Deb Blimkie (Calabogie Peaks)Martin Bourgon (Sommet Edelweiss)Miranda Newton (Mount Pakenham)Paul Johannsen (Ski Hawks Ottawa)James Delany (Mont Cascades)Mike Moulton (Winter Sports Clinic)Colin Moden (TC) | Paul Johannsen motioned that the slate of 6 Members at Large and 7 Program Representatives be elected as Directors of CADS-NCD. Seconded by Bernie Simpson All favoured, Carried. |
| 1. New Business
 | **Appreciation of Former CADS – NCD Board Members.****James Dicks** thanked the volunteers who are leaving the CADS – NCD Board of Directors for their service on it.He advised that CADS – NCD would take the opportunity at each AGM to thank people for their volunteer service on the CADS – NCD Board of Directors. We commenced this expression of appreciation at the 2020 AGM and will continue it at future AGM’s.We will provide each person with a Certificate of Appreciation in both official languages. The Certificate includes their name inserted along with a line in both languages describing their role on the CADS – NCD Board. Their continued contributions in our programs are appreciated. The letter accompanying the certificate highlights some of these accomplishments.James acknowledged these volunteers by reading aloud their name and role.

|  |  |
| --- | --- |
| Amber Corby | Program Representative Mont Pakenham Adaptive Program 2019 - 2021 |
| Laura Wismer  | Program Representative Calabogie Peaks Adaptive Program 2019 - 2021 |
| Dale Cross  | Program Representative Winter Sports Clinic 2018 to 2021 |
| Vicki Meirins  | Program Representative and Program Coordinator Mont Cascades Adaptive Program 2018 to 2021  |

In the future programs may wish to use the certificates to express appreciation for their volunteers.In addition to this, there is an idea to have a document on the web site recognizing all those serving on the Board, possibly going back to theincorporation of CADS – NCD in 1979. All those people helped make CADS – NCD what it is today and deserve recognition for that.James thanked all who served on the Board. **CADS National Item** asked us to remind membership that the CADS National Board will hold elections in Feb 2021. There will be two openings on the National Board.In addition, CADS is currently looking for people to volunteer on various national committees Finance, HR Policy, Sponsorship etc. For more info contact Christian and Amy. |  |
| 1. Adjournment
 | James thanked all the attendees and wished everyone a Merry Christmas and Happy New Year. He adjourned the meeting at 8:21pm. | Jeff Boucher Moved to adjourn the meeting.Kim Leahy seconded.All favoured, Carried. |