**Attendees:** Bernie Simpson, Tom Abernethy, Jeff Boucher, Russell Rumley, Deb Blimkie, Martin Bourgon, Colin Moden, James Dicks, Mike Moulton.

**Regrets:** Heather Scott, Paul Johannsen, Miranda Newton, James Delaney

| **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 7:12 pm. This board meeting was called earlier on Wed November 24, 2021 to discuss four items including,* Approve minutes for the Board E-meeting that took place Nov 10 – 15
* Discuss and approve the CADS – NCD COVID Risk Management Guide for 2021-2022 that Russell and the Safety Officers Working Group provided to the Board on November 23, 2021 for approval and posting on the CADS – NCD Web site.
* Contact information for Board Members that Tom requires for reporting purposes, and
* Other items Board Members wish to raise.
 | Attendance was taken. |
| 1. Approval of the minutes from our November 10 to 15, 2021, e-meeting,
 | Minutes were shared via email ahead of the meeting. There were no questions regarding the minutes from the November 10-15, 2021 meeting.  | Colin Moden motioned to approve minutes from our November 10 - 15, 2021, e-meeting. Second Bernie Simpson. Carried. |
| 1. Discuss and approve the CADS – NCD COVID Risk Management Guide for 2021-2022
 | On November 24, 2021, Russell circulated the CADS – NCD COVID Risk Management Guide for 2021-2022 that was developed by the CADS – NCD Safety Officers Working Group. Russell suggested that since the Board was meeting on November 24, 2021 on other matters, we also discuss and approve the Guide. Russell walked the Board through the Guide. He advised it is modelled after the CADS – NCD 2021 COVID Risk Management Guide and the CADS version for 2020-21. Russell highlighting differences in this Guide from the version CADS – NCD produced for 2020-21.General discussion ensued with Board members expressing appreciation for the work of our CADS – NCD Safety Officers Working Group and this Guide. | Deb Blimkie motioned to approve the CADS – NCD COVID Risk Management Guide for 2021-2022 and have it posted on our web site. Second Colin Moden. Carried. |
| 1. Contact information for Board Members that Tom requires for reporting purposes with CADS.
 | Tom explained that he needs contact information on Board Members to report to Industry Canada and Canada Revenue Agency. Prior to the meeting, Tom circulated the draft contact information. He advised that some reporting is required within 30 days of the AGM and others early in the 2022 calendar year. Tom will finalize the report and reach out to Board members as necessary.  | Tom will finalize the contact information necessary for reporting send it to the Government Departments.  |
| 1. Other Business
 | Tom advised that ticket process have increased for the CADS – NCD Mount Pakenham Adaptive Program. The price for several weeks of programming is comparable to a seasons pass. The program is exploring purchasing seasons passes for their volunteers**.**Tom noted that the SommetEdelweiss Adaptive Program has yet to receive information from the Resort operators on pricing for the upcoming season. Program leadership will continue to follow up with the Resort.Deb advised that the Calabogie Peaks Adaptive Program is in contact with the Resort operators and things are coming together for this winter. |  |
| 1. Next meeting and adjournment.
 | Board members at this meeting discussed meeting again on Tuesday January 25, 2022. An alternate date could be Wednesday January 26, 2022.Jim asked for someone to motion for the meeting to adjourn. The meeting adjourned at 7:34 PM. | Colin Moden motioned to adjourn the meeting. Second Bernie Simpson. Carried. |