



**2024 ANNUAL GENERAL MEETING of the MEMBERS
CANADIAN SNOWBOARD FEDERATION / FEDERATION DE SURF DES NEIGES DU CANADA /
(Canada Snowboard)**

MEETING MINUTES

Sunday, September 15th, 2024 – 16h00 PST / 19h00 EST via Zoom

Confirmed Participants

PTSA Members	Voting Delegates	Observers
Alberta Snowboard Association (ASA)	Damian Asher	Mo Walker
BC Snowboard (BC)	Cathy Astooroff	
Manitoba Snowboard (MS)	Randy Demchuk	
Saskatchewan Snowboard (SK)	Jen Dreger	Connor Copithorn
Nova Scotia Snowboard (NS)	Shane de Rooy	Kristin D'Eon
Ontario Snowboard (ON)	Rod Frost	Janet Richter
Yukon Snowboard (YY)	Sarah Marsh	Mary Binsted
Association Québec Snowboard (AQS)	Guy Poupart	
NWT Snowboard (NWT)	Mandi Parkes	
PEI Snowboard (PEI)	Mike Rankin	
Newfoundland and Labrador Snowboard (NFL)	Caroline Swan	Jamie Harnum
Regrets		
Jen Dreger	Mandi Parkes	Caroline Swan
Michael Burns	Roberto Montanes	Jamie Harnum
Not in Good Standing		
Snowboard New Brunswick (SNB)		

Canada Snowboard	
CS Board of Directors	CS Staff
Mark Szepes – Chairperson	Dustin Heise – CEO
Krissy Bell – Vice Chairperson / Interim Treasurer	Brendan Matthews – VP, Business Operations & Partnerships
Mike Naraine - Secretary	Lucinda Jagger, VP, Sport
Erin Wilkins - At Large	Roberto Montanes – VP, Events and Engagement
Michael Burns - At Large	Melodie Dumesnil, VP, Corporate Services
Salim Kassam - At Large	
Jessica Pellow - At Large	Sam Dunkley – Manager, Events and Engagement
Allen Vansen - At Large	
Mercedes Nicoll - Athletes Council	

Guests:

Nick Vipond– Sport Canada	Patricia Chafe - Own the Podium
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Karen O'Neil - Canadian Paralympic Committee

MINUTES of a meeting of the Members (the "Members") held on September 15th, 2024, starting at the hour of 16h00 PST / 19h00 EST, of the Canadian Snowboard Federation (the "Corporation"), doing business as Canada Snowboard ("CS").

Agenda Items	Proceedings
Opening	<p>1. Call-to-order and Record of Attendance</p> <p>1.1 Welcome –</p> <p>1.2 Traditional Territory Acknowledgment - The Canada Snowboard Board of Directors recognizes the traditional territory of indigenous peoples and we have gratitude for being here today.</p> <p>1.3 Call to Order – the Chairperson called the meeting to order at 4:05pm PST / 7:05pm EST</p> <p>1.4 Record of Attendance - Roll call conducted to confirm Attendees (see confirmed participants list)</p> <p>2. Appointment of Recording Secretary and Agenda:</p> <p>MOTION: Mark Szepes BE IT RESOLVED THAT Sam Dunkley serves as the recording secretary for the business of the AGM.</p> <p>Mover: Cathy Astofooroff Seconders: Kristin D'Eon</p> <p style="text-align: right;">CARRIED (Unanimous)</p> <p>2.1. Adoption of the Agenda:</p> <p>MOTION: Mark Szepes BE IT RESOLVED THAT the Agenda for the 2024 AGM, as presented, be adopted.</p> <p>Amendment - Point #9</p> <p>“Appointment of Auditors” amended to “Request for Proposal of Auditors”</p> <p>Mover: Cathy Astofooroff Seconders: Mo Walker</p> <p style="text-align: right;">CARRIED (Unanimous)</p> <p>2.2 Language of Meeting:</p> <p>MOTION: Mark Szepes BE IT RESOLVED THAT the meeting proceeds primarily in English but given to ensure understanding, translation in French may be requested and provided, at any time, for clarification of the issue at hand.</p>



Mover: Rod Frost

Seconders: Sarah Marsh

CARRIED (Unanimous)

3. Establishment of Quorum:

Based on roll call, it was established that there are **nine** voting members present out of a total of eleven (11) members in good standing. Given that, there is quorum as defined in By-laws with at least 1/3 of the member organizations present.

3.1 Confirmation of Votes per Member

MOTION: Mark Szepes

BE IT RESOLVED THAT the membership within each Canada Snowboard member and the corresponding votes based on that membership detailed in the table circulated and presented herein, be approved.

Mover: Rod Frost

Seconders: Guy Poupart

CARRIED (Unanimous)

Representative	Members	Basic Votes	Additional Votes	Total Votes
BC Snowboard	1,130	2	4	6
Alberta Snowboarding	1,128	2	4	6
Saskatchewan Snowboard	186	2	2	4
Manitoba Snowboard	125	2	2	4
Ontario Snowboard	423	2	3	5
Québec Snowboard	919	2	4	6
NB Snowboard (<i>not in good standing</i>)	0	0	0	0
Nova Scotia Snowboard	178	2	2	4
PEI Snowboard	29	2	1	3
Newfoundland & Labrador Snowboard	31	2	1	3
NWT Snowboard	172	2	2	4
Yukon Snowboard	116	2	2	4
TOTALS	4,437	22	27	49

4. Appointment of Scrutineers:

MOTION: Mark Szepes

BE IT RESOLVED THAT, Wendy Giuffre serves as the meeting scrutineer.

Mover: Cathy Astofooroff

Seconders: Sarah Marsh

CARRIED (Unanimous)

5. Declaration of Conflicts of Interest

- No Conflicts of Interest were declared.



6. Adoption of Minutes of the previous Annual General Meeting

MOTION: Mark Szeps

BE IT RESOLVED THAT the minutes from the previous Annual General Meeting, held on September 17th, 2023, be approved as circulated and presented in the AGM meeting package.

Mover: Kristin D'Eon

Seconded: Rod Frost

CARRIED (Unanimous)

7. Board Reports/Year in Review

- **Governance Committee** – Mike Naraine
- **Nominations Committee** – Mike Naraine
- **Finance and Audit Committee** – Krissy Bell
- **Athletes Council** – Mercedes Nicoll
- **Executive Committee** - Mark Szeps
- **CEO Report** – Dustin Heise

- *Committee Reports were circulated in advance of the AGM as part of the Final AGM Package. Each BOD Chairperson spoke to their respective committee highlights which were shared.*

- *There were no questions or comments from the membership during the committee report presentations.*

High Performance – Lucinda Jagger, VP Sport

Business Operations - Brendan Matthews, VP, Business Operations and Partnerships

Events and Engagement - Roberto Montanes, VP, Events and Engagement

Corporate Services - Melodie Dumesnil, VP Corporate Services

- *Dustin spoke to the highlights of the 2023/24 Annual Report during his CEO Update, and there were now further questions asked by the PTSA Memberships*

8. Presentation of the Auditors Report and Financial Statements

Krissy Bell and Melodie Dumesnil presented the Auditors Report and Financial Statements.

MOTION: Krissy Bell

BE IT RESOLVED THAT the Audited Financial Statements for the year ended 31st of March 2024 including the accompanying Notes in the Auditors' Report, and all transactions reflected therein, be received, and that a copy of these statements, as approved by the Board of Directors, be attached to the official copy of the Minutes of this meeting as Appendix 1.

Mover: Guy Poupart

Seconded: Rod Frost

CARRIED (Unanimous)

9. Request for Proposal of Auditors

MOTION: Krissy Bell



BE IT RESOLVED THAT Canada Snowboard will go out to request for proposal (RFP) for auditors for the year ended March 31st, 2025.

Mover: Cathy Astofooroff

Second: Kristin D'Eon

CARRIED (Unanimous)

10. Resolutions

There were no resolutions proposed at this time.

11. Amendments to General Bylaws

- There were no recommended amendments to the General Bylaws.
- Governance Committee in 24/25 may look into potential Bylaw amendments

12. Other Business as specified in the Meeting Notice

- No other business proposed at this time.

13. Election of new Directors

Board members continuing their mandate with one year left in each of their respective terms are:

- Krissy Bell
- Mark Szepes

Board members continuing their mandate with two years left in each of their respective terms are:

- Michael Burns
- Jessica Pellow
- Salim Kassam

The Athletes Council representative is:

- Mercedes Nicoll

This means there are 4 new Directors to be elected to the Board of Directors for 2024-2025 with four (4) elected for three-year terms. The Nominations Report as prepared by the Nominations Committee was circulated with the AGM package. There were eighteen (18) "eligible nominees", resumes / applications of each nominee were circulated to the membership prior to the AGM.

Ballots were previously distributed to all voting Members and are to be returned to Wendy Giuffre, as scrutineer, who further reviewed voting procedures and ballots received to date. For ballots to be eligible, they must have been received by Wendy Giuffre via email by 15h00 PST, Sunday Sept 15th.

Election results will be announced as soon as ballots and votes are validated, no later than Monday, September 16th, 2024.

Additional notes:

- Nominees should be ranked 18-1, with 18 being the highest ranked choice

MOTION: Mark Szepes

BE IT RESOLVED THAT the ballots be destroyed once the successful candidates have been declared.

Mover: Cathy Astofooroff

Second: Connor Copithorn

CARRIED (Unanimous)

ELECTION RESULTS (added to Minutes post conclusion of AGM):

- **Michael Naraine - Re-Elected to a 3 Year Term**



	<ul style="list-style-type: none">- Allen Vansen - Re-Elected to a 3 Year Term- Graham Markham - Elected to a 3 Year Term- Nicole Auger - Elected to a 3 Year Term
In Closing	<p>14. Adjournment The Chairperson acknowledged and thanked the recording secretary. 5:06pm PST / 8:06</p> <p>MOTION: Mark Szepes BE IT RESOLVED THAT the meeting of the Members of Canada Snowboard be adjourned.</p> <p>Mover: Sarah Marsh Seconder: Kristin D'Eon</p> <p>)</p>