



**2022 ANNUAL GENERAL MEETING of the MEMBERS  
CANADIAN SNOWBOARD FEDERATION / FEDERATION DE SURF DES NEIGES DU CANADA /  
(Canada Snowboard)**

**MINUTES**

Sunday, September 18th, 2022 – 16h00 PST / 19h00 EST via Zoom

**Confirmed Participants**

PTSA Members	Voting Delegates	Observers
Alberta Snowboard Association (ASA)	Chris Lewis	Sheila Rule
BC Snowboard (BCSB)	Cathy Astofooroff	
Manitoba Snowboard (MS)	Randy Demchuk	
Saskatchewan Snowboard (SK)	Jen Dreger	
Nova Scotia Snowboard (NS)	Andrew Hayes	
Ontario Snowboard (SO)	Rod Frost	Janet Richter
Yukon Snowboard (YS)	Brent Langbakk	Mary Binsted
Association Québec Snowboard (AQS)	Guy Poupart	Phil Pilon
NWT Snowboard (NWT)	Andrew Goodwin	
PEI Snowboard (PEI)	Mike Rankin	
Newfoundland and Labrador Snowboard (NL)	Caroline Swan	
<b>Regrets</b>		
Risto Scott	Caroline Swan (NL)	Brent Langbakk / Mary Binsted (YK)
Melodie Theriault	Jen Dreger (SK)	Rich Hegarty
<b>Not in Good Standing</b>		
Snowboard New Brunswick (SNB)		

Canada Snowboard	
CS Board of Directors	CS Staff
Tyler King – Chairperson	Dustin Heise – Executive Director
Mark Szepes – Vice Chairperson	Brendan Matthews – Director, Business Operations
Melodie Theriault - Treasurer	Kam Loodu – Advisor, Business Development
Krissy Bell - Secretary	Roberto Montanes – Director, Sport and System Development
Chris Miall	Jean Francois Rapatel – Director, Sport and High-Performance
Risto Scott	Iryna Torrance – Director, Finance
Gord Manuel	Sam Dunkley – Coordinator, Sport and System Development
Michael Naraine	Iryna Torrance – Director, Finance
Erin Wilkins	Rich Hegarty - Specialist, Communications
Mercedes Nicoll	Emily Smith - Sr Coordinator, System Alignment

**Guests:**

Anne Dionne – Sport Canada	Patricia Chafe - Own the Podium



MINUTES of a meeting of the Members (the "Members") held on September 18th, 2022, 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><b>1. Call-to-order and Record of Attendance</b></p> <p>1.1 <b>Welcome</b> – CS Chairperson, Tyler King welcomed Members and Guests to the 2022 AGM.</p> <p>1.2 <b>Call to Order</b> – the Chairperson called the meeting to order at 16h00 PST / 19h00 EST.</p> <p>1.3 <b>Record of Attendance</b> - Roll call conducted to confirm Attendees (see confirmed participants list)</p> <p><b>2. Appointment of Recording Secretary and Agenda:</b></p> <p><b>MOTION: Tyler King</b> BE IT RESOLVED THAT Sam Dunkley serves as the recording secretary for the business of the AGM.</p> <p>Mover: Cathy Astofooroff                      Seconder: Andrew Hayes</p> <p style="text-align: right;"><b>CARRIED (Unanimous)</b></p> <p><b>2.1. Adoption of the Agenda:</b></p> <p><b>MOTION: Tyler King</b> BE IT RESOLVED THAT the Agenda for the 2022 AGM, as presented, be adopted.</p> <p>Mover: Cathy Astofooroff                      Seconder: Chris Lewis</p> <p style="text-align: right;"><b>CARRIED (Unanimous)</b></p> <p><b>2.2 Language of Meeting:</b></p> <p><b>MOTION: Tyler King</b> 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 issue at hand.</p> <p>Mover: Randy Demchuk                      Seconder: Mike Rankin</p> <p style="text-align: right;"><b>CARRIED (Unanimous)</b></p> <p><b>3. Establishment of Quorum:</b> Based on roll call, it was established that there are 8 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.</p> <p><b>3.1 Confirmation of Votes per Member</b></p>



**MOTION: Tyler King**

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: Cathy Astooroff

Second: Randy Demchuk

**CARRIED (Unanimous)**

Representative	Members	Basic Votes	Additional Votes	Total Votes
BC Snowboard	1,037	2	4	6
Alberta Snowboarding	875	2	4	6
Saskatchewan Snowboard	107	2	2	4
Manitoba Snowboard	65	2	1	3
Ontario Snowboard	509	2	4	6
Québec Snowboard	592	2	4	6
NB Snowboard ( <i>not in good standing</i> )	0	0	0	0
Nova Scotia Snowboard	171	2	2	4
PEI Snowboard	8	2	0	2
Newfoundland & Labrador Snowboard	91	2	1	3
NWT Snowboard	226	2	2	4
Yukon Snowboard	123	2	2	4
<b>TOTALS</b>	<b>3,804</b>	<b>22</b>	<b>26</b>	<b>48</b>

**4. Appointment of Scrutineers:**

**MOTION: Tyler King**

BE IT RESOLVED THAT, Kam Loodu and Brendan Matthews serve as the meeting scrutineers.

Mover: Chris Lewis

Second: Cathy Astooroff

**CARRIED (Unanimous)**

**5. Declaration of Conflicts of Interest**

None were declared at this time.

**6. Adoption of Minutes of the previous Annual General Meeting**

**MOTION: Tyler King**

BE IT RESOLVED THAT the minutes from the previous Annual General Meeting, held on November 21st, 2021, be approved as circulated and presented in the AGM meeting package.

Mover: Chris Lewis

Second: Cathy Astooroff

**CARRIED (Unanimous)**

**7. Board Reports/Year in Review**

- Each BOD Chairperson spoke their respective committee highlights which were shared as part of the Final AGM Package.

- There were no questions or comments from the membership during the committee report presentations.
  
- **Governance Committee** – Mark Szepes
- **Communications Committee** – Erin Wilkins
- **Nominations Committee** – Dustin Heise (On behalf of Mary Frances Carter)
- **Finance and Audit Committee** – Melodie Theriault
- **Executive Committee** – Tyler King
- **Athletes Council** – Mercedes Nicoll
- **Executive Directors Report** – Dustin Heise
  
- Patricia Chafe of Own the Podium provided a brief update on the partnership between OTP and Canada Snowboard.
  
- PC spoke to the importance of empowering athletes across all NSOs and sees Canada Snowboard as a very positive example of this.
  
- Anne Dionne of Sport Canada spoke to the strong partnerships between the two organizations and spoke highly of the Canada Snowboard report card.
  
- **High Performance** – JF Rapatel, Director, Sport & High Performance
- **Sport and System Development**: Roberto Montanes, Director, Sport & System Development
- **Business Operations**: Brendan Matthews, Director, Business Operations
- **Finance** – Kam Loodu, Business Development Advisor
- **Finance** – Iryna Torrance, Director, Finance
  
- Each Canada Snowboard Director spoke to their departments highlights of the 2021/2022 Annual Report.
  
- HPP Director JF Rapatel spoke to the resilience and focus of the organization through the pandemic and into the 2022-2026 quadrennial.
  
- SSD Director Roberto Montanes spoke to the strong end of the previous quad and strong start to the current quad and highlighted the gratitude for all the hard work each PTSA gave over this time.
  
- RM also spoke to stronger alignment between Canada Snowboard and the PTSAs and looks forward to seeing continued strength/growth in this area.
  
- Business Operations Director Brendan Matthews spoke to success in renewing multiple tier 1 sponsors and spoke of the strength of the staff's work over the past year.
  
- Business Development Advisor Kam Loodu also spoke to the strength of the organization's alignment with the PTSAs through the strategic plan.
  
- KL also described the important steps that Canada Snowboard and the PTSAs have made in the space of Safe Sport and Equity, Diversity, and Inclusion
  
- Finance Director Iryna Torrance spoke to Canada Snowboard change in fiscal year to match Sport Canada's fiscal year.
  
- IT highlighted the increase in revenue every past season in addition to a surplus and strong cash flow position.

## 8. Presentation of the Auditors Report and Financial Statements

Krissy Bell presented the Auditors Report and Financial Statements.

**MOTION: Krissy Bell**

BE IT RESOLVED THAT the Audited Financial Statements for the year ended 31<sup>st</sup> of March 2022 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: Randy Demchuk                      Seconder: Cathy Astofooroff

**CARRIED (Unanimous)**

## **9. Appointment of the Auditors**

**MOTION: Krissy Bell**

BE IT RESOLVED THAT the firm of Manning and Elliott be appointed the auditors for the accounts of Canada Snowboard for the 2022/23 fiscal year.

Mover: Andrew Hayes                      Seconder: Guy Poupart

**CARRIED (Unanimous)**

## **10. Resolutions**

There were no resolutions proposed at this time.

## **11. Amendments to General By-Laws**

**MOTION: Mark Szepes**

BE IT RESOLVED THAT the updated Canada Snowboard Bylaws, as presented, be adopted and that all previous versions of the Bylaws be rescinded

Mover: Chris Lewis                      Seconder: Cathy Astofooroff

## **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:

- Tyler King
- Gord Manuel
- Melodie Theriault

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

- Erin Wilkins (If re-elected)
- Risto Scott
- Michael Naraine
- Chris Miall

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

- Krissy Bell (If re-elected)
- Mark Szepes (If re-elected)

The Athletes Council representative is:

- Mercedes Nicol

	<p>This means there are three new Directors to be elected to the Board of Directors for 2022-2023 with three elected for three-year terms. The Nominations Report as prepared by the Nominations Committee was circulated with the AGM package. There were six (6) “eligible nominees”, resumes / applications of each nominee were circulated to the membership prior to the AGM.</p> <p>Ballots were previously distributed to all voting Members and are to be returned to Kam Loodu, as scrutineer, with Brendan Matthews supporting, who further reviewed voting procedures and ballots received to date. For ballots to be eligible, they must be received by Kam Loodu via email by 15h00 PST, Sunday Sept 18th. It was also recommended that Brendan Matthews be appointed assistant scrutineer to confirm the ballots.</p> <p>Election results will be announced as soon as ballots and votes are validated, no later than Monday, September 19, 2022.</p> <p>Additional notes:</p> <ul style="list-style-type: none"> <li>• Nominees should be ranked 6-1, 6 being the highest ranked choice</li> </ul> <p><b>MOTION: Tyler King</b> BE IT RESOLVED THAT the ballots be destroyed once the successful candidates have been declared.</p> <p>Mover: Chris Lewis                      Seconder: Guy Poupart</p> <p style="text-align: right;"><b>CARRIED (Unanimous)</b></p> <p><b>ELECTION RESULTS (added to Minutes post conclusion of AGM):</b></p> <p>Mark Szepes - Re-elected to a 3 year term</p> <p>Krissy Bell - Re-elected to a 3 year term</p> <p>Erin Wilikins - Re-elected to a 2 year term (Due to reaching max term limit)</p>
Be Closing	<p><b>14. Adjournment</b> The Chairperson acknowledged and thanked the recording secretary.</p> <p><b>MOTION: Tyler King</b> BE IT RESOLVED THAT the meeting of the Members of Canada Snowboard be adjourned.</p> <p>5:01 pm PST / 8:01 pm, EST</p> <p style="text-align: right;">)</p>