

**CANMORE SENIORS ASSOCIATION**  
**ANNUAL GENERAL MEETING**  
(Hybrid meeting: In Person plus ZOOM technology)  
DRAFT MINUTES  
**SEPTEMBER 26, 2022**

Clive Pyburn welcomed members to the AGM, explained the procedures for the electronic process of the meeting.

A land acknowledgement statement was read recognizing that the CSA exists on the Treaty 7 territory of the Iyârhe, Nakoda and Tsuut'ina nations and the Blackfoot Confederacy: Siksika, Kainai and Piikani.

1. Call to Order

President, Clive Pyburn, called the meeting to order at 2:00 PM.

2. Verification of Quorum

638 people were registered as members on August 28, 30 days prior to the meeting. Quorum for the meeting (5%) was therefore 32 members. There were 34 members in attendance in person and 14 members via ZOOM. Quorum was achieved.

3. Confirmation of Notice of Meeting

Clive Pyburn verified that notice of meeting was published on the CSA Website , August 26, on the CSA Bulletin Board the same day. Further notice was included in the Paper Trail September 3rd, 10th, 17th. and 24th. Appropriate notice was satisfied for the meeting.

4. Approval of Agenda

**Motion:** Jennifer Ranger / John Haslett: that the Agenda be approved as presented.  
**Carried.**

5. Approval of AGM Minutes - September 27, 2021

**Motion:** Sybilla Lane / John Haslett: that the minutes of the September 27, 2021 AGM be approved as presented. **Carried.**

6. President's Review of the Year's Activities

Clive has completed his first year as president, and thanked all the members for their loyal support during the 2.5 years of the Covid pandemic.

- He particularly thanked attendees at the meeting, volunteers, the Board, the Office Administrator Rosanne Gale, and the two retiring Board members Martin Davies and John Martland
- During the past year, Board members met with the Mayor who is keen to listen to the input of our organization. Future interaction with the Mayor and Councillors will take place.

7. Director's Reports

Clive outlined the work of the CSA through these reports:

- Building maintenance has been carried out. For the next financial year, a grant application has been submitted for the refurbishment of the floors in the Townside Hall, Creekside Hall, the floor on the stage, and upgrades to both main floor bathrooms
- Life Long Learning was able to continue through the pandemic with the use of ZOOM. In person sessions begin in October for this new season.
- Sports and Activities were impacted by COVID-19, often cancelled, suspended, or restricted. The following activities are up and running again: Bird Identification; Bridge; Dancing (ballroom, line, Scottish country, couples social); Drumming; Fitness classes (in-person and online); Juggling; Knitting; Mah-jongg; Meanderthals (hiking, snowshoeing, cross-country skiing); Pickleball; Spanish conversation; Table Tennis; Tai Chi, and Yoga. Thank you to the leaders of these groups.
- Entertainment continues to be reduced due to COVID hesitations; several joint Meanderthals Happy Hour-Member Meet & Greet were held with increasing participation. The annual pancake breakfast was resumed in June in celebration of Seniors Day; however, numbers were disappointing. Excess food was not wasted thanks to Jim Millard arranging to donate the excess to charity.
- Rentals which are a key source of revenue for the CSA are in a very strong position following Covid-19 setbacks.  
Fiscal year 2021-22 we hosted 13 wedding and 37 events/meeting rentals.  
Fiscal year 2022-23 – We have 10 other events that are currently on the books or have occurred.
- Grounds have been outstanding under the excellent direction of Kathy Chase and Pat Zwarich, and crew of volunteers. The sprinkler system was further updated and improved. The lawn, landscaping, and snow removal are done under contract. Outside maintenance, including lighting and repairs has been coordinated with the Town (landlord). CSA vehicle parking permits were issued to members and signage reviewed with the town. Bicycle parking was installed by Town at our suggestion.

#### 8. Treasurer's Reports

John Haslett presented the Treasurer's report and the Financial statements for the Fiscal Year 2022. The CSA is in a solid financial position.

#### 9. Presentation of 2022/2023 Budget

John Haslett presented the Budget for the upcoming year, 2022/2023.

#### 10. Appointment of Accountants for 2022/2023

**Motion:** John Haslett / Sibylla Lane: that the firm of Lockwood Doyle be appointed for the preparation of the 2022/2023 financial statements. **Carried.**

#### 11. Questions from the Members.

What are the capital expenses for the upcoming year.?

Renovation of washrooms, flooring and possible replacement of water heater  
The exterior lights on the building are on all the time, is that the CSA or the Town's responsibility?

The Town's responsibility.

#### 12. Election of Directors for the Year 2022 to 2024 Term of Office

Clive thanked the retiring Board members Martin Davies and John Martland for their contributions to the CSA. Clive also thanked the continuing Board members.

David Minifie presented the following slate of Directors and Director candidates. He gave some brief background information on the new director nominations.

POSITION	NAME	TERM	ELECTION REQUIRED YES / NO
PRESIDENT	Clive Pyburn	2nd year of 2 year term	NO
VICE-PRESIDENT	Jennifer Ranger	1st year of 2 year term	YES
SECRETARY	Beth Millard	2nd year of 2 year term	NO
TREASURER	John Haslett	1st year of 2 year term	YES
DIRECTOR	Linda Black	1st year of 2 year term	YES
DIRECTOR	Ken Blackwood	2nd year of 2 year term	NO
DIRECTOR	Stewart Hamilton	2nd year of 2 year term	NO
DIRECTOR	Sibylla Lane	2nd year of 2 year term	NO
DIRECTOR	Jay Colburn	New Nomination	YES
DIRECTOR	Joan Quade	New Nomination	YES
DIRECTOR	Marshall Ouelette	New Nomination	YES
DIRECTOR	Stuart Quinn	New Nomination	YES
PAST PRESIDENT	David Minifie	Continues until there is a new President elected	NO

**Motion:** David Minifie / John Martland: that the slate of Directors be accepted as presented. **Carried.**

#### 13. Closing Remarks

Clive thanked Dave Weiler for his expertise in the electronic presentations of the meeting. Clive thanked members in attendance for their participation in the meeting.

#### 14. Adjournment

Clive adjourned the meeting at 2:40 PM.