

Canadian Ski Instructors' Alliance Notice of Members' Annual General Meeting

NOTICE IS HEREBY GIVEN that the Annual General Meeting (AGM) of Members of the Canadian Ski Instructors' Alliance (the "CSIA") will be held on Wednesday, November 29, 2023, at 5:30 p.m. Mountain Standard Time. The CSIA's AGM will be held at the Fairmont Chateau Lake Louise in Lake Louise, AB and simultaneously in a live webcast (for Members unable to attend in person or preferring to attend through virtual means).

This notice has been disseminated to the Members of the CSIA and will be publicized on the Resources section of snowpro.com.

Further in this notice you will find details on what is required for in-person attendance, live webcast attendance and online/proxy voting (if you cannot attend).

This meeting will be held for the following purposes (a complete agenda will be made available on the Resources section of www.snowpro.com the day of the AGM):

1. To approve the proposed amendments to the general by-laws:

The general by-laws proposed amendments are accessible through your online Profile.

2. To approve the November 30th, 2022, CSIA AGM minutes:

The November 30th, 2022, CSIA AGM minutes are accessible through your online Profile.

3. To receive the financial statements of the CSIA for the year ended June 30th, 2023, and the auditor's report:

The audited financial statements for the year ended June 30th, 2023, and the auditor's report are accessible through your online Profile. A management letter will be made available in the Resources section of www.snowpro.com, the day of the AGM.

4. To appoint an auditor and authorize the directors to fix the remuneration of the auditor:

It is proposed that Raymond Chabot Grant Thornton be reappointed as the auditors of the CSIA and that the remuneration of the auditors be fixed by the board of directors.

5. To transact such further business as may properly be brought before the meeting or any adjournment thereof:

- *As per section 6.03 of our general by-laws, a resolution will be brought forward at the Members' AGM to confirm the results of the newly elected directors whose term started May 1st, 2023. The result of the election completed on April 15th, 2023, were as follows:*
 - *For the BC Region – Paul Sauvé* was re-elected by acclamation for a second term.*
 - *For the Ontario Region – Gunars Kazaks was elected for a first term.*

** Paul Sauvé has recently resigned as a CSIA director, a communication to this effect and information about his replacement will be sent to our Members shortly.*

- *The board of directors knows of no other matters to come before the AGM other than the matters referred to in this notice of meeting.*

If you wish to receive a paper copy of this notice, please contact the CSIA National Office at 1 800-811-6428.

Note that all documents related to the AGM will be available the day of the AGM in the Resources section of snowpro.com.

Attendance in person

All Members wanting to attend the AGM in person do not need to register for the AGM, as they will be asked to sign in at the AGM.

Attendance through the live webcast (virtual attendance)

All Members wanting to attend the AGM through the live webcast, **must register prior to November 29, 2023, to access the meeting.** Choose one of the following methods to register:

- Send an email with the subject "AGM registration" to aga-agm@snowpro.com, containing your complete name and Membership number.

Or

- Register yourself - [click here](#) and complete the entire registration, including signing of the waivers, selecting payment and accepting the cancellation policy before clicking on "payment" (which will complete the registration). Note: the AGM has no fees attached to it, no fees will be processed, and you will not be asked to enter your credit card information.

Once we've validated your registration (may take up to 48 hours), you will receive an email confirmation including the Zoom link to complete the Zoom registration. Please make sure to complete the Zoom registration immediately and you will then receive an email with the actual Zoom link to be used to gain access to the AGM on November 29, 2023, at 5:30 p.m. Mountain Standard Time.

Members participating through the live webcast, please note the following:

- Voting will be done through the Zoom polling system and only 1 person will be able to cast a vote through each connection. We therefore recommend that each Member wanting to be recorded as a participant and wanting to cast their vote, must have their own connection.
- Please indicate your complete name upon entering the webcast to facilitate identification.

Members who cannot attend the CSIA AGM in person or virtually.

Members who are unable to attend the meeting (either in person or virtually) may vote and appoint a proxy holder to vote on their behalf by completing and returning the Electronic Proxy Form published on their Profile. No Member shall be allowed to vote for more than 10 proxies except the Chair of the meeting who shall vote all proxies appointing them as proxy holder in the manner specified in such proxies. Proxies are **not** being solicited by or on behalf of management or the current directors of the CSIA.

Access to the electronic proxy form

In accordance with sections 5.08 of the general by-laws, Members can now vote by electronic proxy, no later than November 22nd, 2023. Each Member **in good standing** eligible to vote is entitled to submit one proxy. Electronic proxies will be available as of November 6th, 2023.

To cast your vote by electronic proxy, please follow these simple steps:

1. Go to your Profile and click on the *Member Area* section and then *Online Vote*.
2. Complete the required fields. Please note that you will have access to the 2022 AGM minutes and the audited financial statements/auditor's report by clicking on the hyperlink within the related section of the proxy.
3. Click the **Submit** button and you will receive an acknowledgement that your proxy has been received at the National Office.

*Note: Once you have clicked on the **Submit** button, the electronic proxy form will no longer be available.*

If you have any questions, or should you experience any technical difficulties, please feel free to contact Ms. Lisa Cambise at 1 800 811-6428, ext. 232 or by email at lcambise@snowpro.com.

DATED this 1st day of November 2023

By order of the Board of Directors

- Colin Borrow, **Chair of the CSIA Board of Directors**