



Kanata Nordic Ski Club annual General meeting / 27 March 2017 / Minutes

Beaverbrook Library

Attendees: Marlene Alt, Kam Leung, J Jo Bellamy, Brendan Duivenvoorden, David Bentley, Jim Lambley, Maureen Smith, Stefan Bergstrom, Eugene Vigneron, Raynor Boutet, Amy Fraser, Greg Mark, Kaleigh Maclaren, Ian Maclaren, Richard Batty, Heather McCulligh, John Clarke, Mike Purdy, Tom Lloyd (minutes)

Apologies: Mike Duivenvoorden, Cory Garlock, Lily Yip

1. Adoption of the agenda

Motion was proposed and seconded with all in favor.

2. Review of AGM minutes 2016

It appears that the agenda that was illustrated at the meeting had been amended slightly but only to correct typos and rearrange report presentation order so in essence are the same. The corrections were noted and the one posted online will be cross checked.

A motion was proposed to accept the minutes and seconded with all in favor. It was agreed that the website will be updated with access to the appropriate reports within the coming weeks.

3. Annual Reports

Presidents Report Highlights (attached below)

- Another very successful year
- Some challenges including having a single outlet from the cabin area for 4-5 weeks due to extension of Gift of Lights; we're working with the Parks to find ways to maintain full trail connectivity next season
- Likely we will be in similar facilities next year
- Possibility of washroom use
- Snow Day was expanded thanks to City of Ottawa Civic Events grant and a great success
- Trying to obtain a coach to help expand programs
- Thanked Executive, City of Ottawa, Fresh Air Experience, Wesley Clover Parks and all the volunteers

Membership Coordinator Report Highlights (full report [available on request](#))

- Membership growth 25% but program registration remained constant
- Over 200 families
- Hoped that a paid coach will increase the programs and membership

Jackrabbit Coordinator Report Highlights (full report [available on request](#))

- The program has been delivered under budget
- Have tried to keep the ratio of children to leaders low by an increase in volunteer parents
- Found that volunteer parents were eager if small roles were given
- There are some parking issues that will need to be addressed for next year
- A meet and greet for the leaders was held in December and was a great success

Trails Coordinator Report Highlights (full report [available on request](#))

- A very good year with substantial volunteer input which was thanked
- Lots of additional roles other than grooming, including signage, facilities and equipment maintenance as well as support to the various events
- 15km of trails have been groomed and maintained, with grooming 3-4 times a week
- A good race course was developed for the Pretzel race and preparations went very smoothly.
- The future goals include purchasing of further equipment (see motion) maintenance and trail development and replacing other equipment as required

Promotions Coordinator Report Highlights (full report [available on request](#))

- Addition of blade flags
- Kanata Nordic information handed out to Gift of Lights cars
- Increase in newsletter and social media activities
- Snow Day was well promoted by third parties
- Number of day pass and membership growth

Racing Coordinator Report Highlights (full report [available on request](#))

- Thanked volunteers who filled in as no paid coach this year
- 21 athletes 17 active; they were out 3 times a week
- Would like to build larger cohort of older children
- Pretzel Race a great event; took 800 hours to put on
- Hopefully many finishing Jackrabbits this year will now move in to Racers

Teen Ski Fit Report Highlights (full report [available on request](#))

- A combined program this year with Track Attack
- Good volunteer support to split the group into ability
- There were 13 registered
- Everyone developed well
- Would like to have a coach to help program development

Events Coordinator Report Highlights (no written report available)

- The ski swap was a success with 27 sets of skis waxed and close \$1000 raised
- It was felt the commission could be raised from 10%
- It was felt that a 2-week earlier time slot and more advertising would help.

- The annual banquet will now be a picnic in June on June 10th at Mill of Kintail

Masters Coordinator Report Highlights (full report [available on request](#))

- Good year for adults with good leaders
- 4 programs: touring, adult novice, intermediate and masters
- Masters demand far exceeds the program we currently can offer

Treasurer's Report Highlights (full report [available on request](#))

- 3 years of financial information
- Presented final 2016; projection for 2017, and budget for 2018
- Good membership growth without increase in fees
- Underspending on paid coach in 2017

A motion to approve the final 2016 figures as presented was proposed and discussed. Duly seconded and all present voted in favour; the motion was therefore carried.

A motion was made to accept all the reports into the records. Duly seconded; all present in favour.

4. Motion presented and discussed:

"For the purchase of a grooming snow-machine to replace the aging BRP Outlander ATV, with a budget of up to \$26,000. The decision regarding the make and model will be researched and a recommendation made by a committee reporting to the Trails Coordinator. Final approval of the purchase will be made by the sitting Kanata Nordic Executive."

Duly seconded; all in favour and the motion was passed.

5. Motion presented and discussed:

"The Members authorize the Executive in their sole discretion to engage and contract with a paid club contractor for purposes of coaching and club development. The Executive is authorized to enter into a contract not to exceed \$50,000 annually in base compensation. The Executive will consider the availability of funding sources when determining the final compensation. If a qualified full-time candidate cannot be found the club may contract two or more part-time individuals."

Duly seconded; 11 members were for, 4 against; the motion was passed.

6. Motion presented and discussed:

"To add the position of Facilities Coordinator on the Executive. This role will be responsible for managing any facilities or infrastructure including parking areas, buildings, outdoor lighting, and storage units. It will also include trailhead, trail and way finding signage and facilities support for special events."

Duly seconded, all voted in favour; motion passed.

7. Election of 2017-18 Executive

The slate for the proposed candidates was reviewed. There were no further nominations. The slate was elected by unanimous vote, as follows:

- a. President: Marlene Alt
- b. Vice President: Jim Lambley
- c. Treasurer: Brendan Duivenvoorden
- d. Secretary: Tom Lloyd
- e. Membership Coordinator: Kaleigh Maclaren
- f. Events Coordinator: Cory Garlock
- g. Jackrabbit Coordinator: Maureen Smith
- h. Trails Coordinator: Gene Vigneron
- i. Promotions Coordinator: vacant
- j. Racing Coordinator: Heather McCulligh
- k. Teen Skit Fit Coordinator: David Bentley
- l. Masters Coordinator: Mike Duivenvoorden
- m. Volunteer Coordinator: vacant
- n. Facilities Coordinator (If approved above): vacant

8. New business

No new business.

9. Adjournment

Motion for adjournment proposed, duly seconded by Brendan; unanimously passed.

Meeting adjourned 8.49pm.

President's Report by Marlene Alt

More snow, more members, more skiers on the trails, more volunteers, bigger events, and a cozy cabin with roaring fireplace. That could sum up the year we're just wrapping up. In our second full season at Wesley Clover Parks, we engaged in a coordinated flurry of efforts to deliver value to our members and to day skiers, and to prepare for the future.

Front and center was relocating our main base to the campground area (usually referred to by its address, 411 Corkstown) from down at the equestrian flats, or 401 Corkstown. The move proved an excellent decision, with the brand new cabin Wesley Clover Parks constructed as our clubhouse for the season, and the more sheltered and varied terrain at 411.

Wesley Clover Parks' vision to bring many activities together in one spot is a key reason that Kanata Nordic is the resident ski club there. This is a great benefit to us but also means we sometimes need to share the trails. Such was the case early this season with the Gift of Lights installation. While together we tried to limit its impact it did mean having a single outlet from the cabin area for 4-5 weeks. For future Gift of Lights event we're working with the Parks to find ways to maintain full trail connectivity.

The Parks has infrastructure improvements planned at the campground during our off-season, so it's too early to know exactly what next winter's home base will be. But my guess is we'll be in the same cabin, or a similar one to be built, and possibly there'll even be a winter water supply so the adjoining washroom building will actually be washrooms. Although they've been really useful as storage this winter.

In January we celebrated Ottawa 2017 and Canada's 150th birthday with nearly 800 others, at Kanata Nordic's second annual Snow Day. It was much expanded this year thanks to a Civic Events grant from the City of Ottawa. The event was conceived as a type of open house, intended primarily for non-members (even non-skiers), to showcase the beautiful property at Wesley Clover Parks, and the trail network we're developing. It was a day with low barriers to entry: no trail use fees, free snowshoes, free skis, a free orienteering meet, skijoring demo, live entertainment, a food truck, and a snowshoe race between the Deputy Mayor Mark Taylor (whose ward we're in) and our own Paralympian, Robbi Weldon. And beer samples from Muskoka Brewery. And prizes for the kids. It was a massive success – by all measures. As Kaleigh noted, there was a bigger line-up to borrow skis than to get free beer – where do you see that?!

Snow Day highlights what I see as one of our club's unique contributions to the community – our easy access location means we can introduce a broader demographic to lifelong fitness and enjoyment of the outdoors in winter through the sport of xc skiing (which by the way is our mandate).

Many guests at Snow Day said 'sign me up!' but most programs were full by then. Indeed our membership grew a whopping 25% this year (Kam will give you specifics) but our program registration stayed about the same. Key to next year's goals is to expand our program capacity.

Which leads to a couple of our plans and hopes for next season. Top of the list is a full-time paid coach, as a resource for the entire club. We've applied for a Capacity Building grant from MEC to help fund this for the first year. It's a chicken-and-egg situation since the coach can expand our current programs, and introduce new lessons and activities that will make the position self-funding. But we need a leg-up to get this position in place.

We're on the cusp of becoming the full-service cross country ski club we envisioned in our five-year plan. In the coming months we intend to review the plan, check if any vectors have changed, and make adjustments as needed. The possibilities are plentiful and inspiring -- a children's play park, a major ski competition, a new biathlon program, partnerships with large businesses in the area, rental ski equipment and maybe even a level railway crossing. But I've run out of time so you'll just have to stay tuned to our website or we can talk afterwards.

In closing I'd like to thank the entire Executive from this past year, for their time, generosity, creativity and general good humour in the face of the occasional challenge or two. I'd also like to recognize the City of Ottawa, the NCC and Wesley Clover Parks, for their deep support, and our loyal Trailblazer sponsor, Fresh Air Experience. And if any of the other folks here have volunteered, and I definitely recognize some, thanks to you as well. I hope you've enjoyed the experience and you can be assured that you've made someone else's experience possible through your contributions.

27th March 2017