



Kanata Nordic Ski Club

Annual General Meeting

April 8th 2019 Hazeldean Library: Draft Minutes

Present Executive: Marlene Alt, John Clarke, Kaleigh Maclaren, Maureen Smith, Heather Boswell, Heather McCulligh, Stephanie Tregunno, Marsha Kelly, David Bentley, Cory Garlock, Michael Duivenvoorden, Gene Vigneron, Richard Batty, Tom Lloyd (minutes)

Members: Rich Russell, Arthur Anderson, Sunida Hurst, Kevin Chapman, Andy Weekes, Steve Senefield, Nigel Wallis, Raynor Boutet, Harris Kirby, Steve Howard

1. Adoption of agenda / New business

Adoption of agenda. Meeting called to order at 6.30am. Motion to accept the agenda proposed by Harris and Seconded by David. No new business declared.

2. Review of AGM minutes of April 3, 2018 ([posted online here](#))

Minutes from last year reviewed. No comments or corrections were raised.

A motion to accept the minutes was proposed by Heather M and seconded Heather B

3. Annual reports / Questions at the end

1. President report (Marlene Alt)

Highlights: Full details contained within the Presidents report.

- There has not been an increase in members.
- There were 135 days of grooming this year, last year was 101.
- Purchase of skiing equipment for rental and other use.

This has been undertaken and at least 2 groups have taken advantage of this. It is anticipate that a rental shop will be available over the weekends next year if we have volunteers.

Kanata Nordic was represented at the re branding of Cross Country Canada.

Snow Day: Free activities with 400 visitors. 54 people were introduced to skiing and 88 snowshoeing. 68 tried laser shooting. 60 tried Orienteering

Winter Trails Alliance founding member.

2. Vice President report (David Bentley)

Highlights: Full details contained within the Vice Presidents report

- Pursued training and a view of what is offered.
- Extended programs into Sunday
- Start Adventure Rabbits next season do classic and skate skiing for Sunday afternoons
- Rental program to begin for snowshoes and skis. This will also help program individuals to have appropriate equipment for lessons
- Undertaken a review of training programs available for instructors to better help and direct our volunteers.

3. Treasurer report (Marsha Kelly)

Highlights: Full details contained within the Treasurers report

- Explained change to fiscal year end from October 1st to April 1st.
- Statement of financial position explained.
- Projected a slight loss for this season
- Revenues and expenses explained; probably slightly higher expenses due to breakdowns
- Reviewed capital assets

Questions

Clarity was provided on the origins and expenditure of the OCF grant and also reserves for equipment replacement and depreciation. Facility costs were also clarified, and it was confirmed that the lease can be increased by 10% every year.

A motion to accept the treasurers report was proposed by John and seconded by David.

4. Membership Coordinator report (Kaleigh Maclaren)

Highlights: Full details contained within the Membership Coordinators report

- 756 members over this season
- A new couples membership was added which was very popular
- 35% of members took advantage of the volunteer opt out.
- 27% of members in programs
- Members and situated quite widely from the center and over the west end of the city
- 543 day passes were issued, a very large increase, with around 710 on site

5. Trails Coordinator report (Gene Vigneron)

Highlights: Full details contained within the Trail Coordinators report

- Best trails this year due to the excellent snowfall
- Skiing started mid November
- Snow shoe trail system very well used
- A number of high school time trails were undertaken
- Mogul master worked well to help improve the trails
- Thanks were expressed to the NCC and Wesley Clover Parks for their collaboration

Future goals

Further improvements to maintain trail use and connectivity during the magic of lights. Some further trail maintenance is required before next season. Shelter for equipment will need to be constructed

6. Facilities Coordinator report (John Clarke)

Highlights: Full details contained within the Facilities Coordinator report

- Shelter built for equipment, a further plan for 401 next year
- Enhanced parking, signage and trail maps
- Added solar lighting and porta potty
- Fire pit developed for activities at the cabin
- Excellent snow clearing at 411

7. Promotion Coordinator report (Stephanie Rees-Tregunno)

Highlights: Full details contained within the Promotion Coordinator report

- Thanks to Christa for doing the newsletter over the year
- Increase in social media activity with promotions

- Promotions of other partners including SMAJ and Wesley Clover Parks
- Improvement on website to access easily trail conditions.
- Trail reports on XC Ottawa trail conditions website
- Portion of Pretzel and snow day on local tv and radio.
- Kanata Nordic added to Ontario Ski trails website
- 50,000 page views on the website, increased twitter and facebook followers

8. Events Coordinator report (Cory Garlock)

Highlights: Full details contained within the Events Coordinator report

- Ski swap made \$1000 profit
- 2 ski nights went very well
- Pretzel had over 200 attendees, this will encourage sponsors for next year
- Year end party was well attended with over 100 people

9. Jackrabbit Coordinator report (Maureen Smith)

Highlights: Full details contained within the Events Coordinator report

- Very successive year with only one session cancelled
- Saturday and Sunday skiing programs were filled fully
- 120 skiers and a few new leaders and plenty of volunteer assistants
- Parking worked well for the lessons which were offered
- Hot chocolate team was coordinated from a coordinators home and this was a new model which can work
- High school student did community hours in babysitting a younger sibling when both parents were involved in leading
- Leader orientation was well attended at the start of the season

10. Racing Coordinator report (Heather McCulligh)

Highlights: Full details contained within the Racing Coordinator report

- Last year was the first time with a paid coach and the main aim was to maintain and engage the racers.
- There was not a lot of growth in numbers but a very commitment group of youths.

- A closer relations with the other programs has been developed so identifying those that could take part in racing programs
- A participant won the national capital meeting in their age group
- A participant won both technique in classic and skate awards at the national capital meeting
- Spring and summer training program has now been consistently introduced.

11. Teen Skate Coordinator report (Heather Boswell)

Highlights: Full details contained within the Teen Skate Coordinator report

- Teen skate 11 participants Saturday, teen skate 27 participants on Sunday
- Skied at a number of venues and only missed 2 classes due to weather
- Field trips to Gatineau park
- A report card was created so the participants can see their progress

12. Masters Coordinator report (Mike Duivenvoorden)

Highlights: Full details contained within the Masters Coordinator report

- 4 programs 2 novice and 2 intermediates
- Drop in sessions were available
- In total there was 70 participants

4. Questions; Motion to accept all reports as presented or amended

Richard wanted to thank all of the groomers and their volunteer hours for the excellent conditions this year.

Motion to accept the reports as presented was proposed by Richard and seconded by Kaleigh.

All voted in favour

5. Motion for expenditure over \$5000; proposed by Gene Vigneron:

“A motion for the purchase of a grooming snow-machine to replace the aging 2011 SkiDoo Skandic SWT, with a budget of up to \$24,000. The decision regarding the make and model will be researched and a recommendation made by a committee appointed by the Kanata Nordic Executive, reporting to the Trails Coordinator. Final approval of the purchase will be made by the sitting Kanata Nordic Executive.” *See below for background information.*

Gene presented the motion. It was explained the approval was up to an amount (\$24,000) and then a committee will be appointed to review the proposed purchase within this budget maximum. The oldest machine is from 2011 and is prone to breakdown. The ideal is to have 3 snow machines and then replace every three years so the machines have 9 years of use. Unfortunately one machine has now reached its end point. It was explained that the executive deemed there are adequate funds.

Questions: It was asked if there was an expansion of trails if there was a new machine and the current one could be used. It was explained there has been no discussion. If there is an additional grooming requirement there would need to be additional sources of funding to be able to do this and the machinery available to reflect this increase in work.

It was asked could we keep the machine and use it for light snow duties. It was explained it is costly to keep this on due to the cost of insurance and repairs as well as storage. It makes sense to put money into a new one rather than keep this one going.

Gene propose the motion. The motion was seconded by Heather M.

All voted in favour. Motion carried.

6. Election of 2019-20 Executive

Those that are leaving the executive were thanked.

The following list was proposed as the next executive.

Proposed candidates:

- a. President: David Bentley
- b. Vice President: vacant
- c. Treasurer: Marsha Kelly
- d. Secretary: Andy Weekes
- e. Membership Coordinator: Sunida Hurst
- 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 Skate Coordinator: Heather Boswell
 - l. Masters Coordinator: vacant
 - m. Volunteer Coordinator: vacant
 - n. Facilities Coordinator: John Clarke
- Past President (ex-officio): Marlene Alt

7. Motion to elect slate of candidates as presented or amended

The slate was presented and vacancies highlighted. It was pointed out that anyone can stand against a position and there were no other nominations.

Motion to accept the new executive. Proposed by Maureen. Seconded by Marsha

All voted in favour and no opposition

8. New business?

No New business

9. Adjournment

A video for the newly presented CC rebrand was presented.

The meeting was adjourned at 8.06pm

A handwritten signature in cursive script that reads "Marlene Alt". The signature is written in black ink on a white background.