



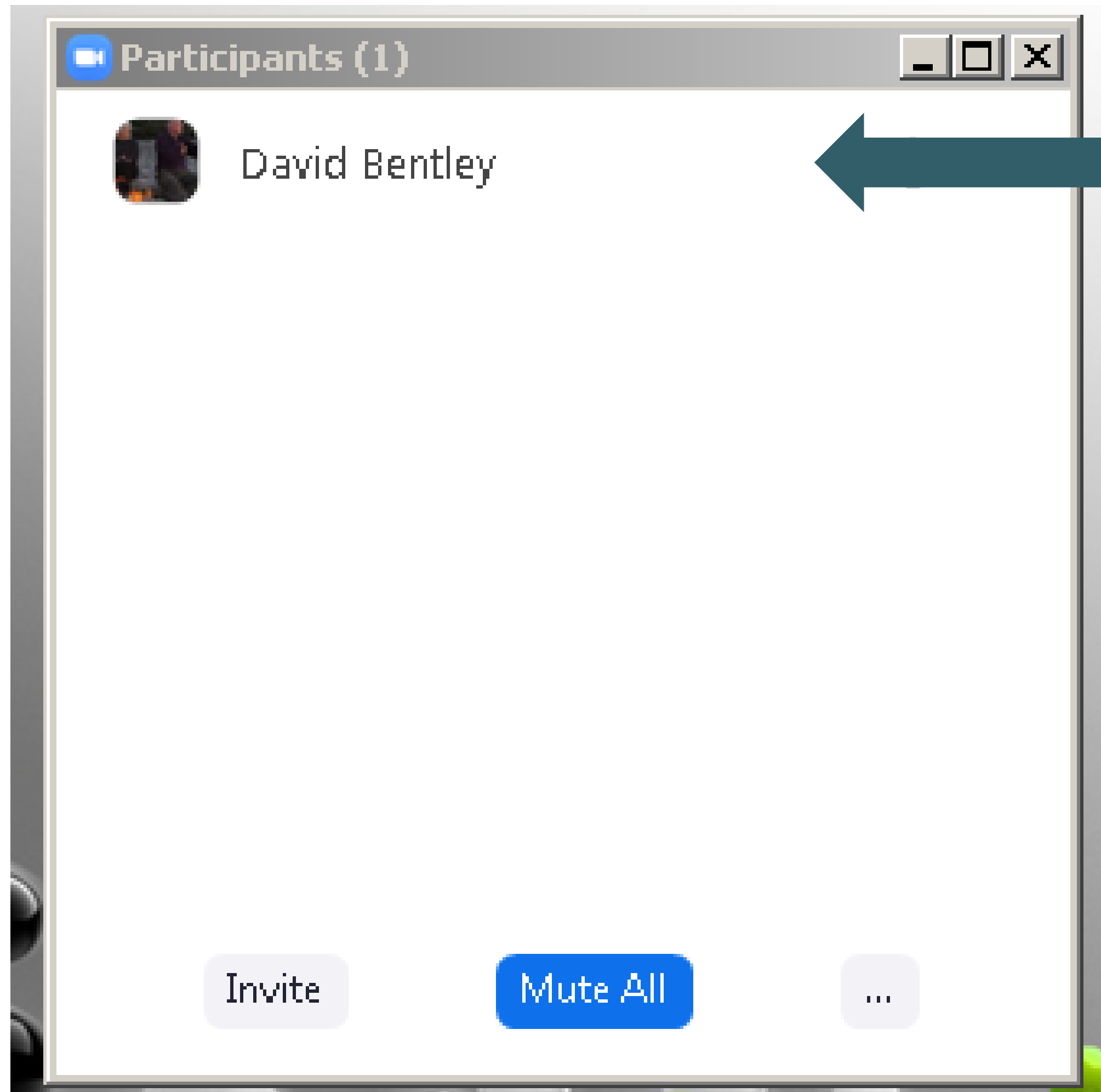
**KANATA  
NORDIC**

Annual General Meeting

June 13<sup>th</sup>, 2022



# ZOOM controls - the meeting is being recorded




Please use your First and Last name so we can record attendance in the Minutes.


- Click on your name
- click more
- click rename

# ZOOM controls – Voting using Polls



 Polls

**Motion #1**

Poll | 1 question [Edit Poll](#) 

1. Motion to accept the Agenda for the 2021-22 AGM (Single Choice) \*

☐ Yes, I vote to accept the motion

☐ No, I vote to oppose the motion

# Questions?

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- Please hold your question to the end of each Coordinator's report or ask your question in the “chat” function of zoom.





# Kanata Nordic AGM

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Welcome Kanata Nordic Executive, Members and Community Partners

Our community partners joining us today are:

- City of Ottawa Councillor Theresa Kavanagh

Regrets from:

- Cross Country Ski Ontario
- Wesley Clover Parks
- National Capital Commission





# 2021-2022 Kanata Nordic AGM Agenda

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1. Welcome / Record attendees
  2. Adoption of agenda / New business
  3. Review of AGM minutes of May 31, 2021
  4. President's Report
  5. Membership Report
  6. Treasurer's Report
  7. Learn-to-Ski Report
  8. Teen Skate Report
  9. Racing Report
  10. Trails Report
  11. OWWT Report
  12. Facilities
  13. Community Programs and Rentals Report
  14. Motion to accept all reports as presented or amended
12. Motions (KN club bylaws currently require a membership vote for expense items greater than \$5,000)
    1. Budget to hire additional P/T Racing Coach
    2. Budget to hire P/T administrator
    3. Alter bylaw 4.4
    4. Budget to acquire additional storage container
  13. Election of 2022-23 Executive
  14. Adjournment





# Motion to Accept the Agenda

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Motion to accept the Agenda for the 2021-22 AGM: \_\_\_\_\_

Seconded: \_\_\_\_\_





# Review of the 2020-21 AGM Minutes

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Motion to accept the Minutes for the 2020-21 AGM: \_\_\_\_\_

Seconded: \_\_\_\_\_



# President's Report: Nigel Wallis

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2021-22 was a big year for Kanata Nordic

- Big increase in members (25%)!
- Big increase in trail distance!
- Big increase in equipment capabilities!
- Return to Learn-to-Ski programs
- COVID restrictions fluctuated



# 2021-22 Year in Review: Summer 2021

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- Dryland training for the U14, U16, and U18
- Our new Kubota-Mueller groomer arrived!
- New executive was planning & partnering





# 2021-22 Year in Review: Autumn

- Racing continued, Teen Skate dryland started, & new Fit for Skiing program (Kathy Fischer) launched!
- Ski swap instore through partnership with Kunststadt Sports
- Member discounts through Fresh Air Experience
- Fall trail prep for the biggest trail network we've ever had
- Registration launched with new ceiling of 2,000 members
- New KN ski wear (Jakroo) launched
- New KN spirit wear (Tuckgear) launched





# 2021-22 Year in Review: Winter

- Relaunch the Learn to Ski programs! Bunnyrabbit, Jack Rabbit, DynaRabbit & Master's
- Adult Touring program returned
- Biggest and Best year for Racing ever!
- Relatively cold dry year with a few big snow events and one challenging ice storm
- Launched our first internal Fun Race event
- Brought back our community programs





# 2021-22 Year in Review: Spring

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# 2021-22 Year in Review: Summer '22

- U12 Social Program launched
- U14/U16/U18/University Racers
- Facilities, partnership and planning underway





# President Report: Thank You to Our Partners

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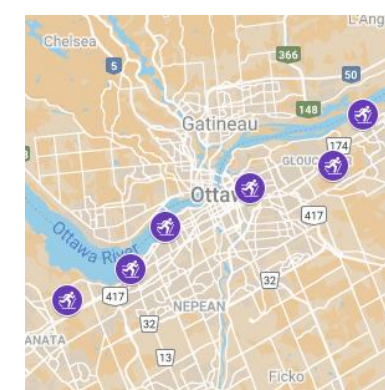
Wesley Clover Parks



City of Ottawa



National Capital Commission



Urban Winter Trails Alliance



XC SO



Nordiq Canada



# President Report: Thank You to Our Sponsors

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## Kanata Nordic Sponsors

- Trailblazer Sponsor:  
Fresh Air Experience
- Kanata Nordic Racing Team Sponsor:  
Kunstadt Sports

## Ottawa West Winter Trail Sponsors

### *OWWT Silver:*

- Mackenzie
- CIBC
- Crystal Beach Lakeview  
Community Association

### *OWWT Bronze*

- NCM Investments
- Manulife



# Thank You



“Volunteers do not necessarily have the time;  
they just have the heart.” — Elizabeth Andrew



Heather



John



Kathryn



Cory



Jim



Harris



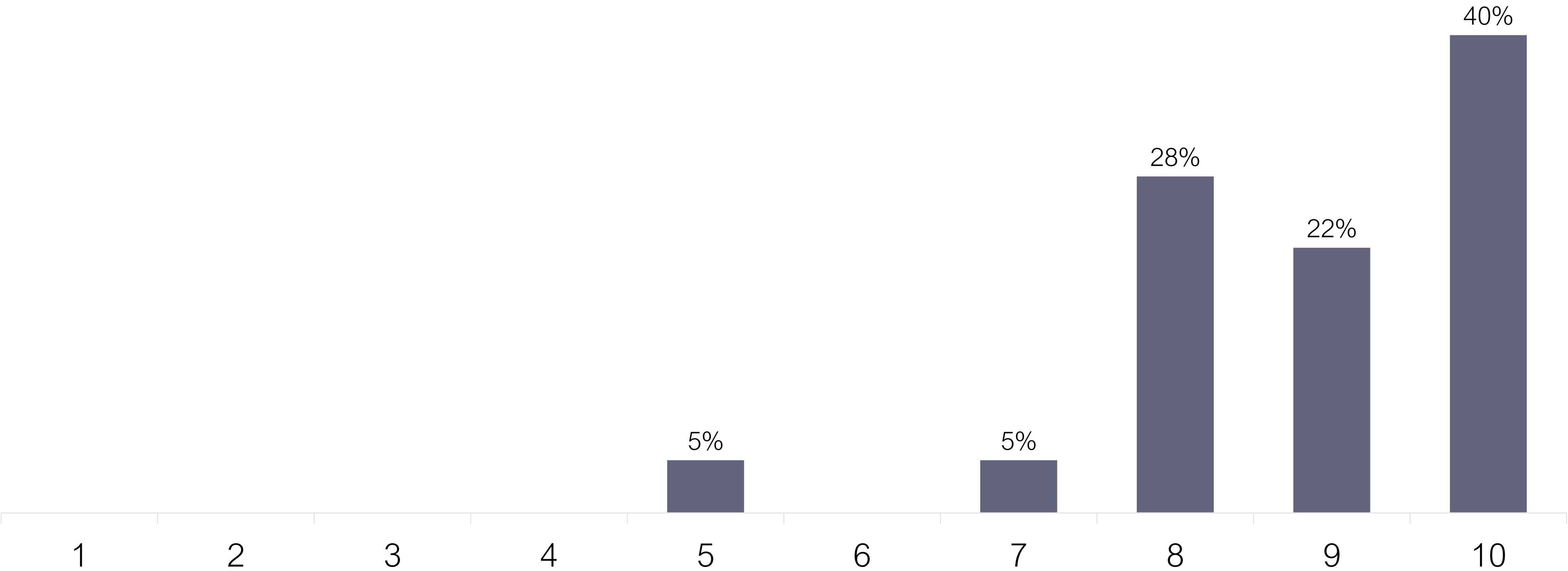
# Kanata Nordic 2022 Member Survey



# Members rated Kanata Nordic 8.9 /10



How would you rate your family's experience with Kanata Nordic this past season

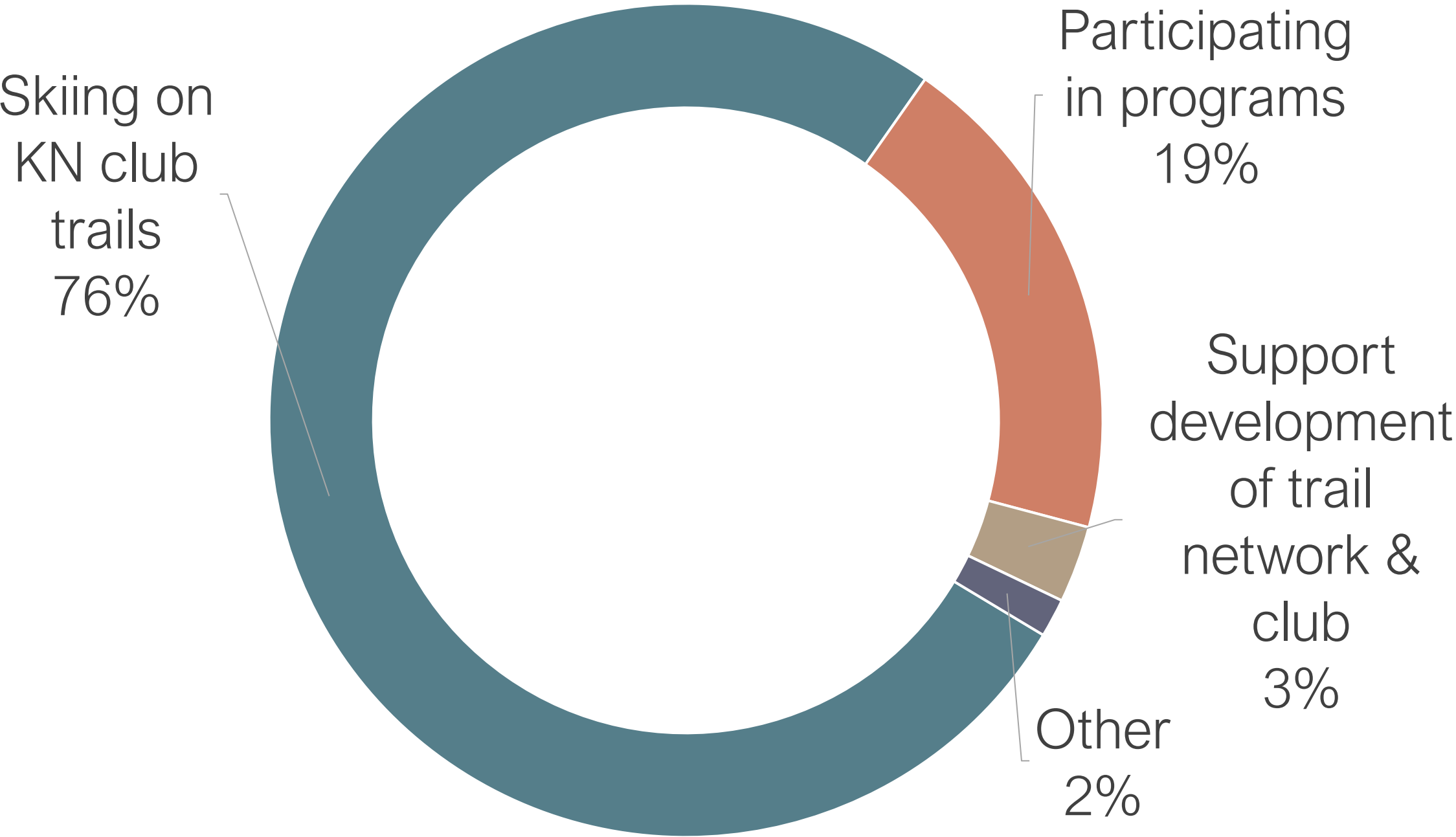




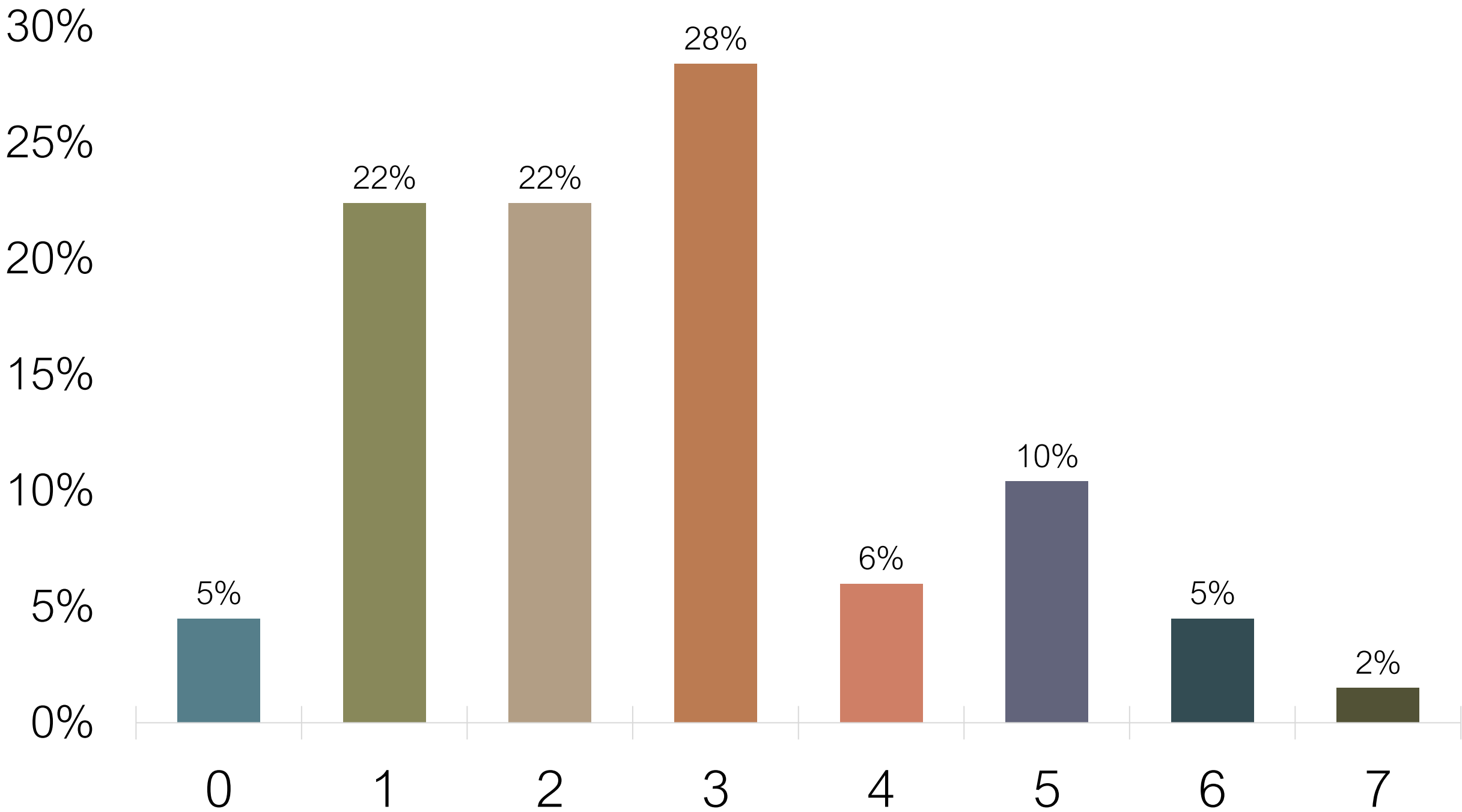


# Why Do People Join KNSC?

Main Reason for Joining



How many times a week does a member of your family visit KN?

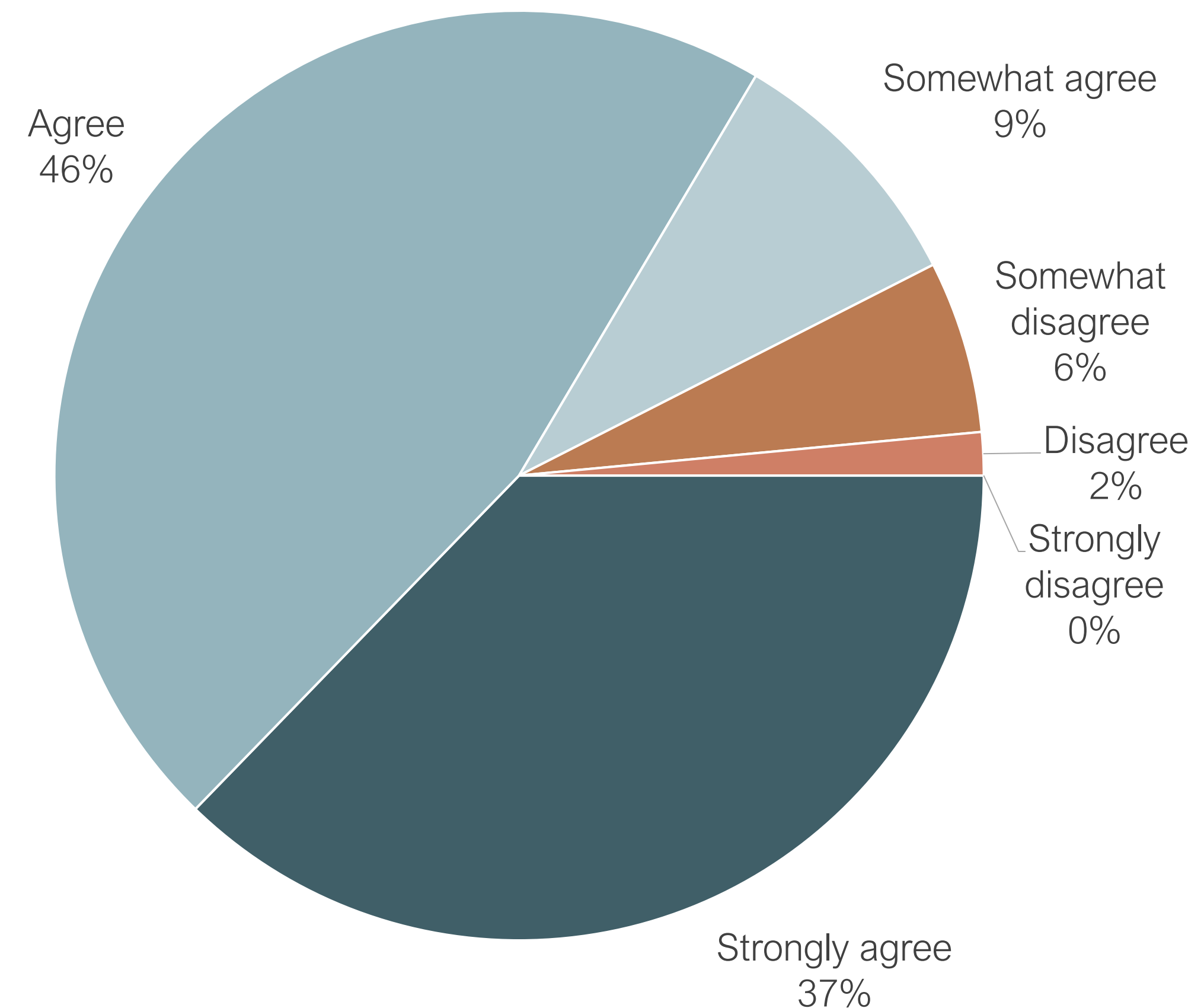




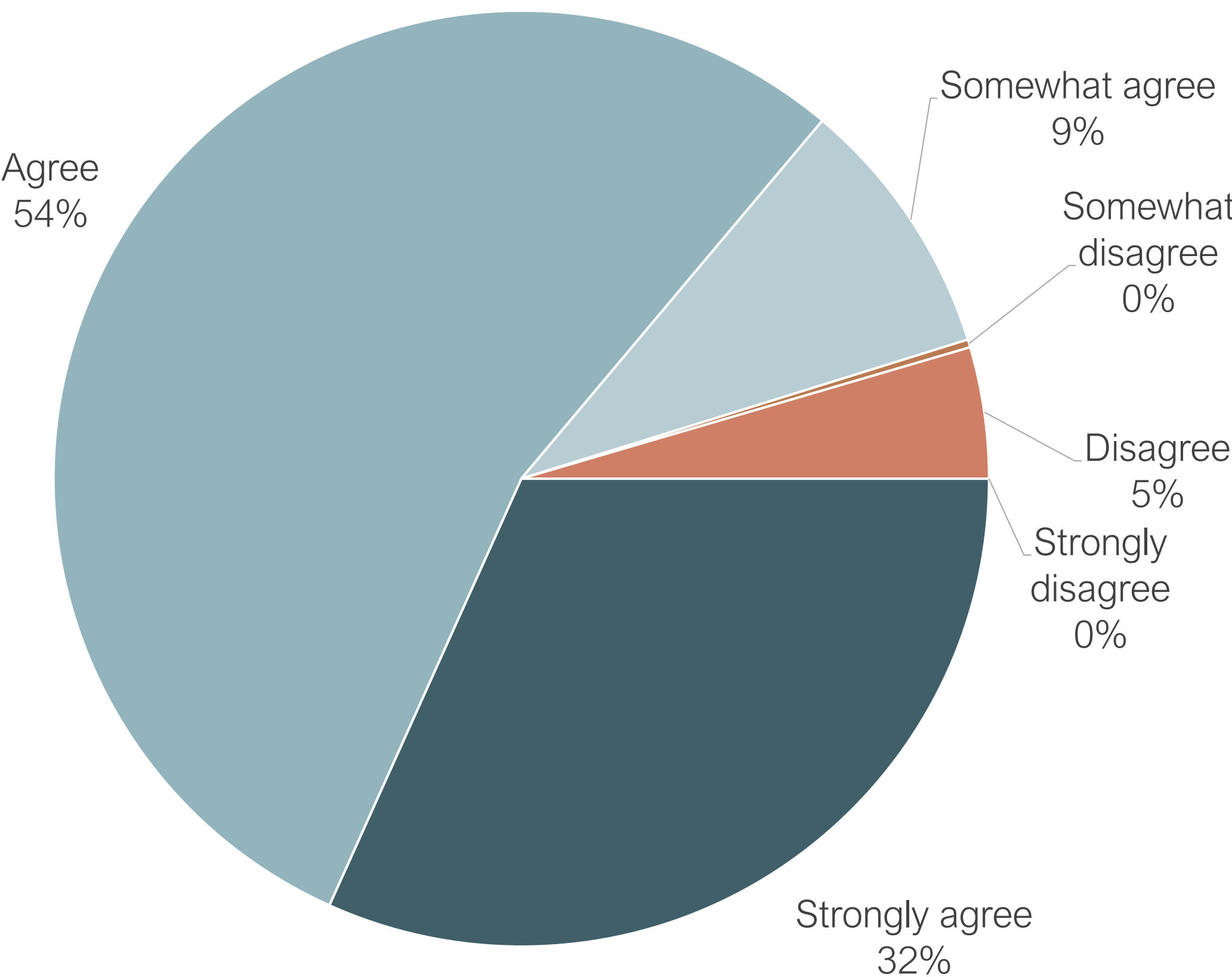
# Kanata Nordic Member & Program Fees Are Felt To Be Fair



Are KN membership fees fair?

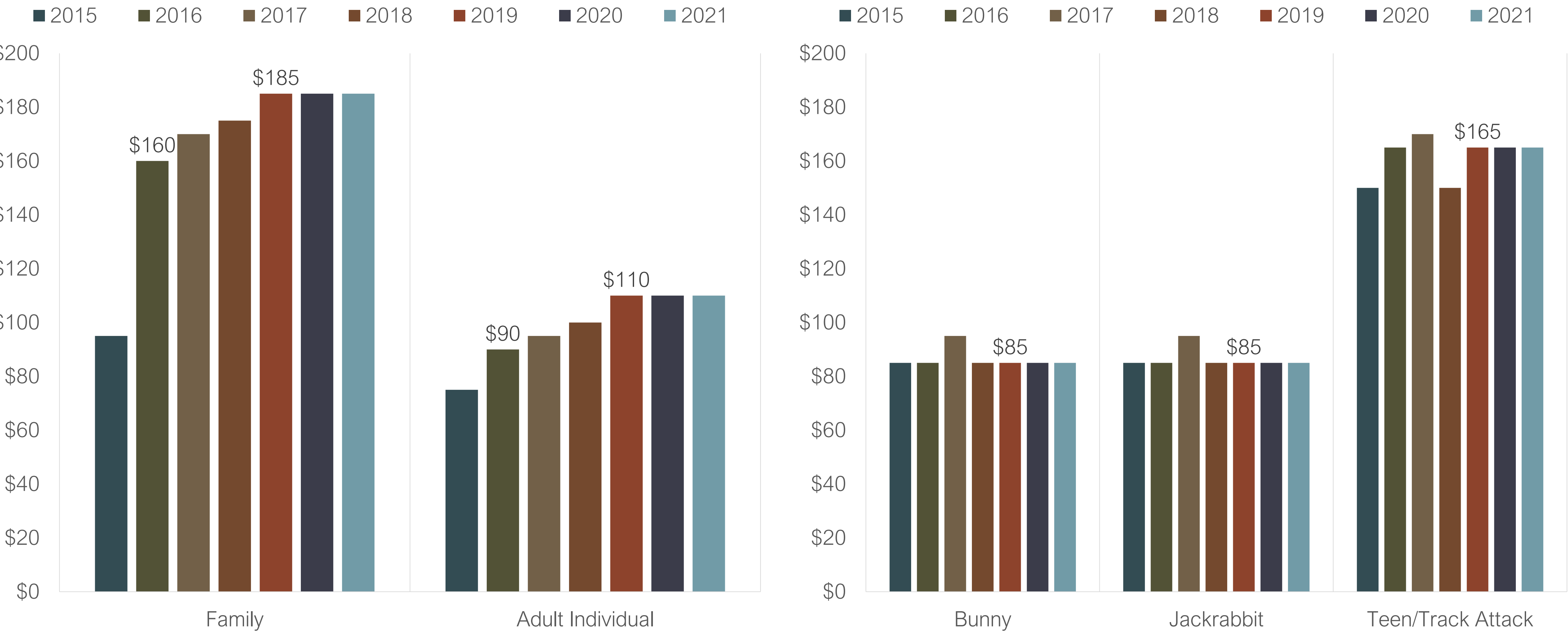


Are KN program fees fair?



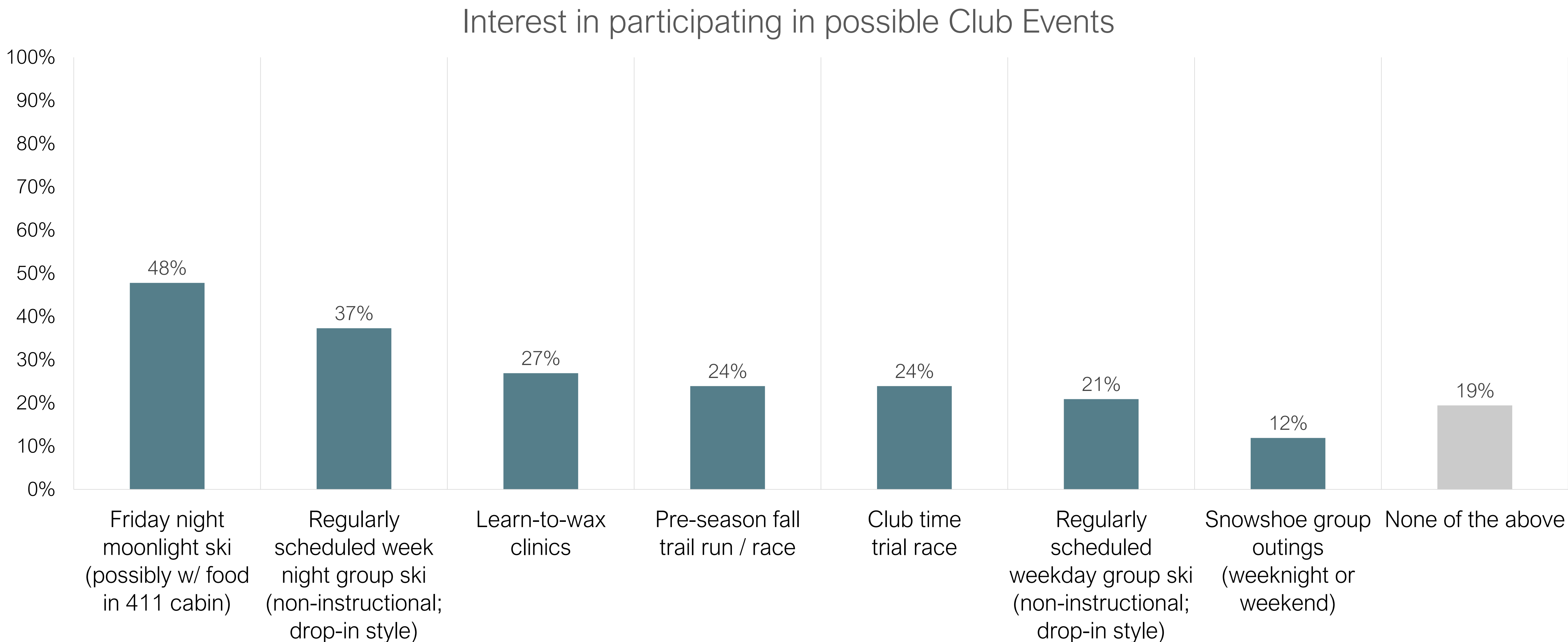


# Kanata Nordic Fees Over Time (*non-early bird historicals*)



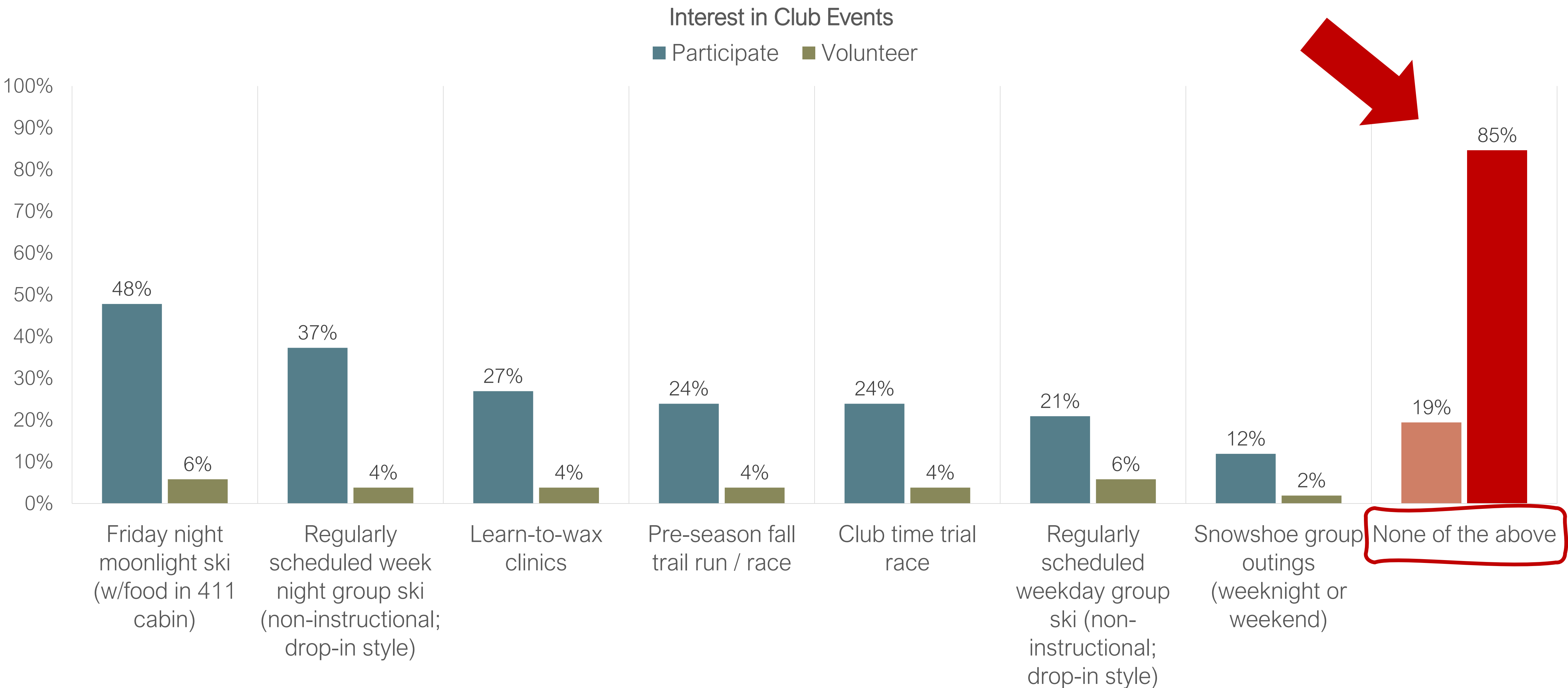


# Social Events Are Important To KN’s Future – and Members Expressed Interest In Joining Those Events





# But we cannot run Events / Programs without your help...





# Membership Coordinator Report: Sunida Hurst

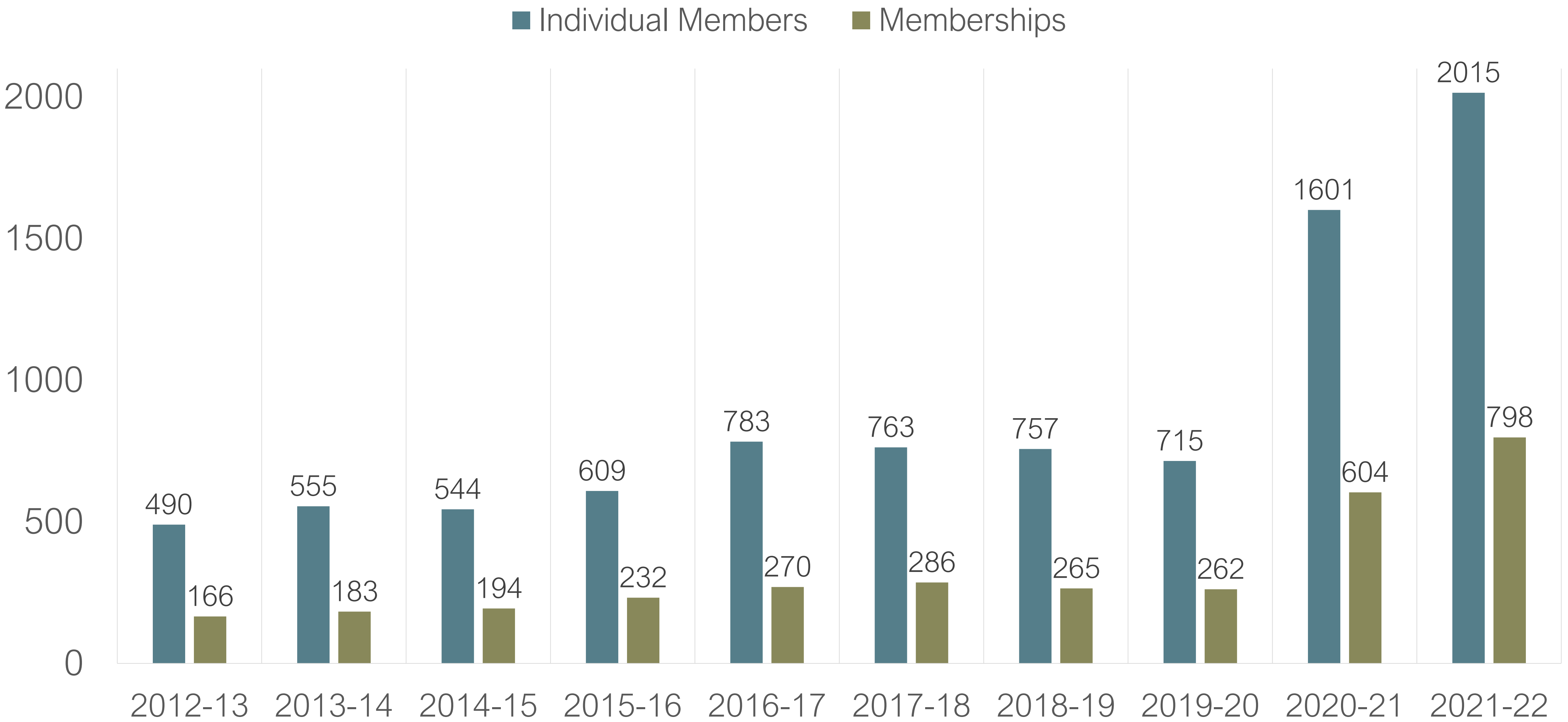


**Kanata Nordic**  
*Come ski with us!!*  
**[www.kanatanordic.ca](http://www.kanatanordic.ca)**





# Membership Report: Kanata Nordic Community Over Time

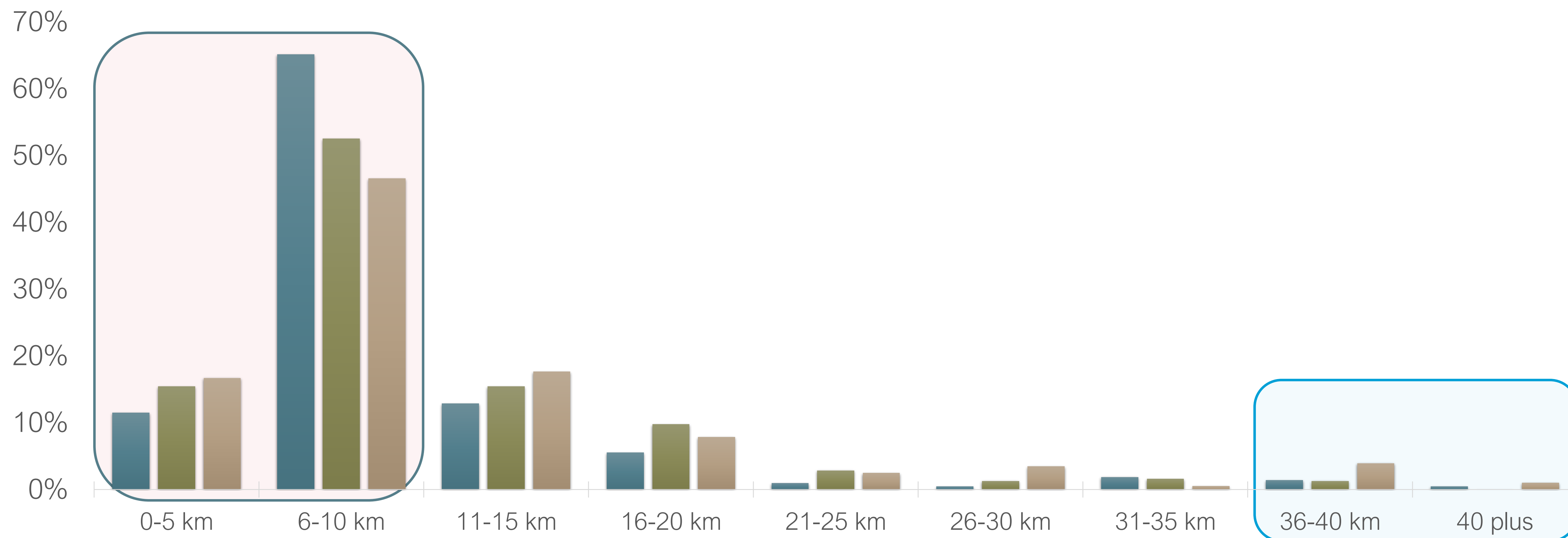




# Membership Report: Where Do Our Members Come From?

How far members willing to drive to KNC

■ Couple ■ Family ■ Individual

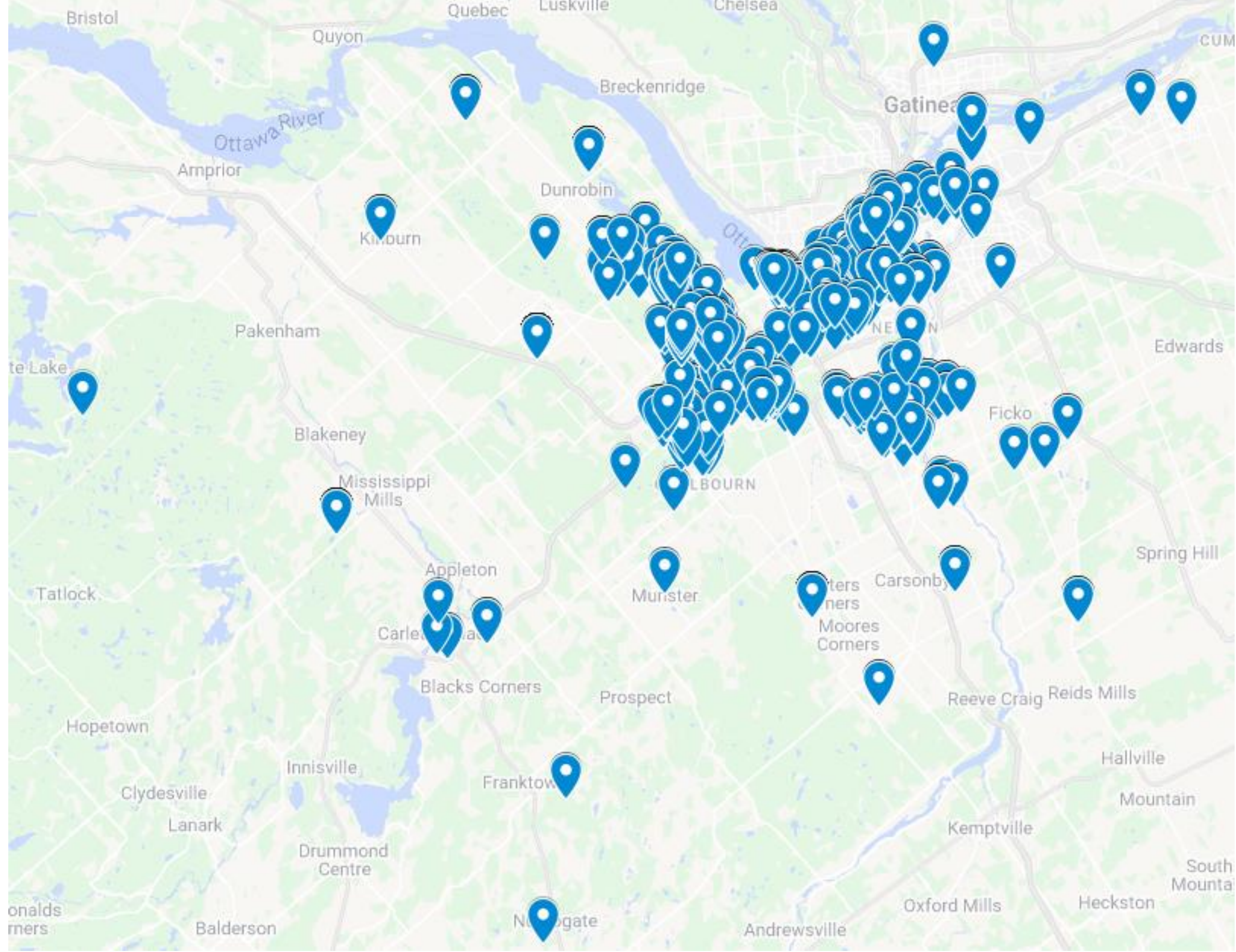




# Where Do Our Members Come From?

Possibilities to grow in Richmond, Carleton Place, Almonte, Dunrobin, etc.

Word of mouth remains our biggest marketing asset

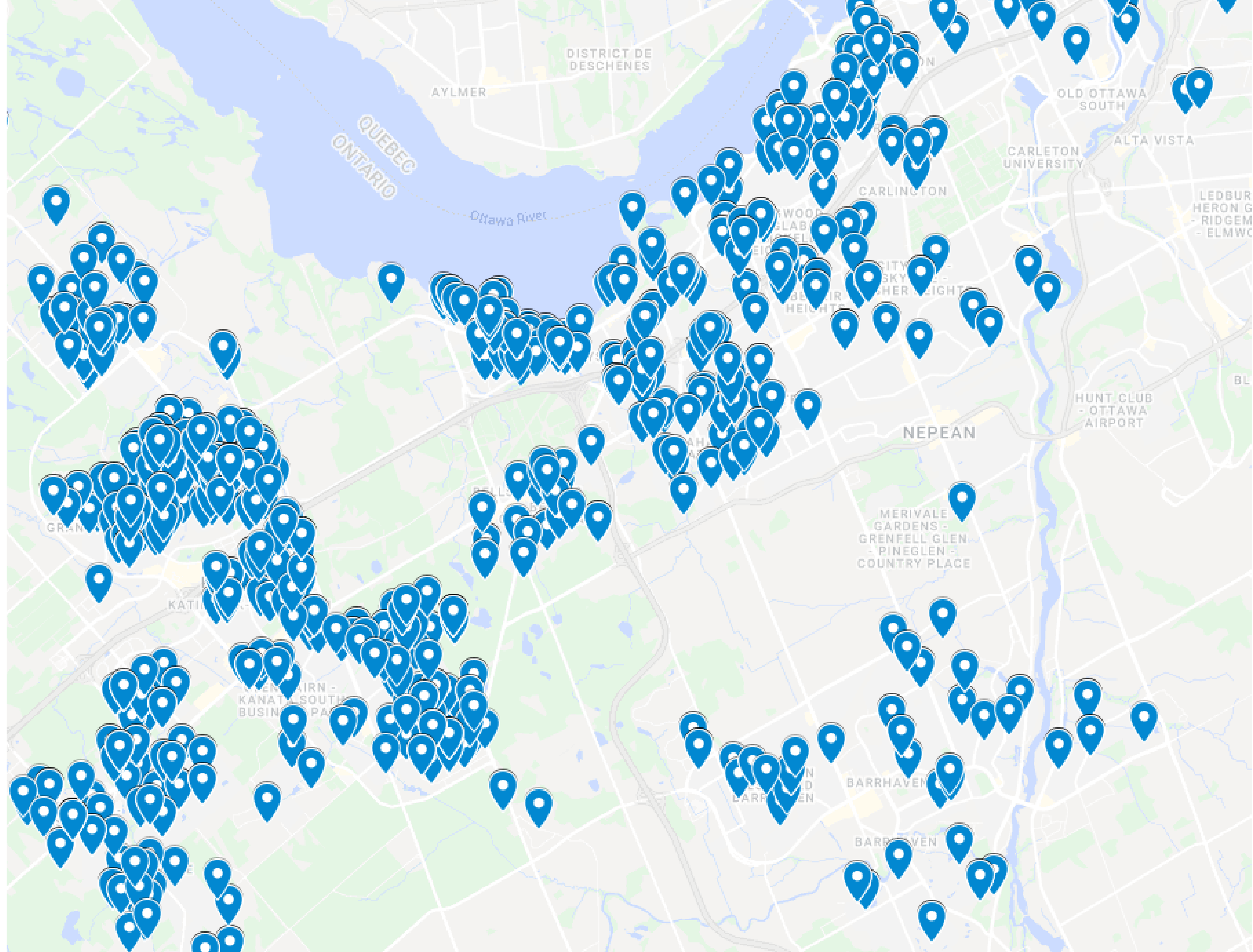




# Focusing on Ottawa-area

Possibilities to grow  
in Fernbank,  
Barrhaven, etc.

Word of mouth  
remains our biggest  
marketing asset

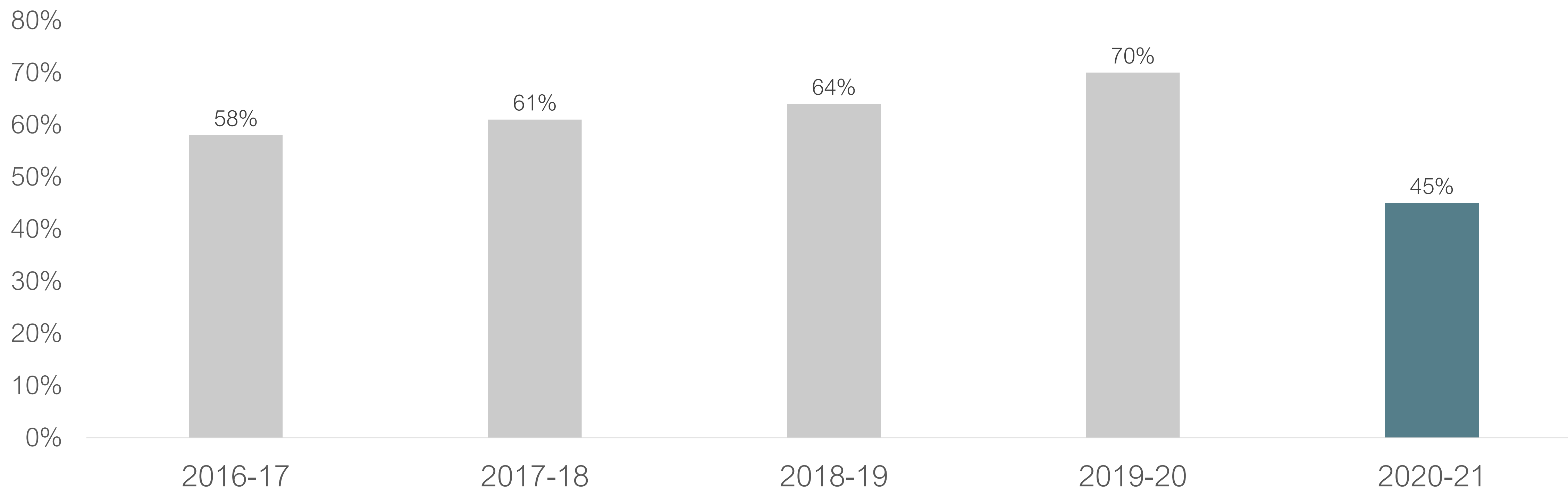




# Membership Report: Churn Rate

What percentage of memberships were renewals from the prior year?

If numbers were flat, this might be an issue, but we added a lot of new members this year (possibly Covid-driven? Maybe OWWT as marketing awareness?) so it's actually a good news story, but now we need to work hard to retain them for 2022-23







## Treasurer Report: Marsha Kelly



# Statement of Financial Position

STATEMENT OF FINANCIAL POSITION (000's)			
	Actual	Actual	Projected
	FY21	FY22	FY23
<b>ASSETS</b>			
Cash	153	180.5	200
Equipment	62	147	200
Receivables	11	2.3	0
<b>TOTAL</b>	<b>226</b>	<b>329.8</b>	<b>400</b>
<b>LIABILITIES</b>			
Payables	0.4	3.6	3.5
<b>TOTAL</b>	<b>0.4</b>	<b>3.6</b>	<b>3.5</b>
<b>NET ASSETS</b>	<b>225.6</b>	<b>333.4</b>	<b>396.5</b>

## Why the Large Increase in Net Assets?

- Membership revenue increased by 25k
- Programs resumed; increase of 42K
- Sponsorships and Donations up 8K



# Statement of Operations

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STATEMENT OF OPERATIONS (000's)			
	Actual	Actual	Projected
	FY21	FY22	FY23
REVENUE			
Membership	82.0	107.0	100
Programs	20.0	62.0	65
Grants/ Sponsors/ Donations	34.0	42.3	100
Trail User Fees	11.0	13.6	10
Rental Shop	4.0	3.8	4
Other	1.0	3.2	3
Total	152	232	282
EXPENSES	80	127	165
PROFIT	72	105	117



# Revenues and Expenses

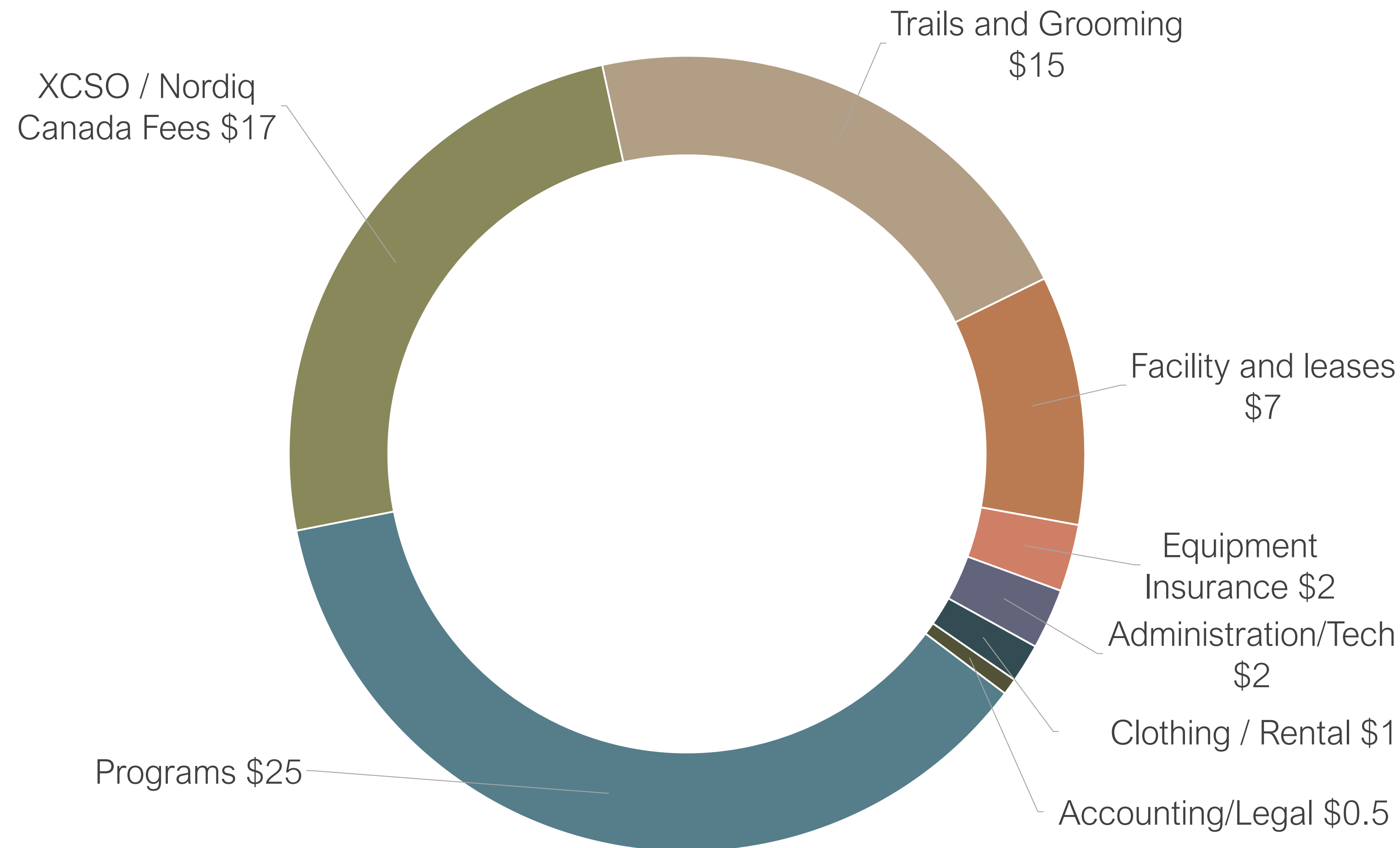
Revenues	FY22	% of Income
<i>In 000's</i>		
Membership	107.0	46%
Programs	62.0	27%
Grants/ Sponsors/ Donations	42.3	18%
Trail User Fees	13.6	6%
Rental Shop	3.8	2%
Other	3.2	1%
<b>Total</b>	<b>231.9</b>	

Expenses	FY22	% of Income
<i>In 000's</i>		
Coaching Fees and education fees	31.7	25%
Depreciation	21.4	17%
Equipment Maintenance and Insurance	22	17%
Wesley Clover Parks License & Fees	9.7	8%
Racing Program Costs	12.7	10%
Program Costs	6.7	5%
Other General and Admin	6.7	5%
Trail Maintenance/ Fuel	8.3	7%
Facility Costs (Signage, Outhouse etc)	4.4	3%
Rental expenses	0.2	0%
Other Costs		0%
OWWT Costs	3	2%
<b>Total</b>	<b>126.8</b>	



# Expenses on a per-member basis

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A number of these expenses have direct offsetting revenues (not shown on the chart). For instance?

- Rental income
- Clothing sales (toques & buffs)
- NCC/City/UWTA transfers
- Racing fees; Rabbit fees



# Capital Assets

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Year Purchased	Description	Cost
2022	Kubota Tractor with Tires	\$ 43,550
2022	Kubota Tracks	\$ 13,000
2022	Mueller Track Setter	\$ 38,655
2022	Race Shelter	\$ 4,065
2022	Tractor Shelter	\$ 7,858
2020	Cam AM Outlander and tracks	\$ 21,801
2019	Mogul Master	\$ 12,041
2019	Storage Shed	\$ 3,511
2018	2017 ATV purchase (OutlanderXT1000)	\$ 18,710
2017	YTS Ginzugroomers - tracksetters and snowcombs	\$ 5,780
2015	Snowmobile - Skandic	\$ 15,726
2015	Ginzu Groomer	\$ 9,260
2012	Tidd-tech Groomer	\$ 6,747
2011	Snowmobile - Skandic	\$ 14,600
2010	2 Storage Containers	\$ 7,725
2009	Tidd Tech G2 with Tracksetter	\$ 6,978
2009	ATV trailer, " Triton" model "ATV128-2"	\$ 3,700



# Learn-to-Ski Report: Maureen Smith





# Learn-to-Ski Report: Maureen Smith (*regrets*)

Biggest Year Ever for Learn-To-Ski

78 Bunny Rabbits (*up from 35 in 2019-20*)

112 Jackrabbits (*up from 71*)

39 Dynarabbits (*up from 15*)

81 Adult programs (*up from 43*)





# Learn-to-Ski Report: Up's and Down's

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## Good news

- Return to LTS went well, even without hot chocolate and shorter class times.
- Lots of new kids, new leaders and new assistants
- Only two classes cancelled one to COVID & weather and one to weather
- The play park was used by many more classes this year and was a special part of classes for all involved
- Many of our new participants were new families to the sport and really enjoyed the experience
- Our Fun Day with donuts was a big hit with the skiers
- Lots of happy faces on the trails

## Challenges:

- Recruiting enough volunteer leaders and assistants to run the classes is a real challenge. KN could have run more jr. LTS classes and far more adult LTS with more leaders.
- Magic of Lights is a problem in the first week; shifted classes to 401 for the first time
- Space is a constraint (parking, trails) & we may need to consider operating extra classes at new times (Weekday evening? Weekend morning).



# Learn-to-Ski Report: Future

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Thoughts for the future:

- Need on-site familiarization session in the fall before classes for leaders and/or families
- Recruit volunteers earlier
- BYOC “Bring Your Own Hot Chocolate”?
- Need to offer coaching classes (e.g., CC, L2T) on-site at Kanata Nordic in the fall/early winter before classes
- Adult classes went well – but high demand for private, semi-private and family lessons
- Potentially consider early season “Intro to Skiing” and “Skate 101” one-time clinics



# Teen Skate Report Heather Boswell





# Teen Skate Report: Heather Boswell

Teen Skate is the non-competitive skate-only program for youth aged 11-16.

Our training season began in October with Saturday morning hikes (6-8km) in and around the region; this year including Gatineau Park again

This year we were able to implement the restructured format of our on-snow Teen Skate program – 3 levels of up to 8 students each (Sat and Sun lessons). This enabled us to more successfully focus on the progression of techniques within each group, and to ski on our trail skis as more unified groups.

Wednesday evening group ski lessons at WCP included all 3 levels for a lesson and trail ski

## Teen Skate 1

- beginners and progression from JR4
- 8 students, Saturday morning at WCP, beginning Jan. 22
- we were able to ski for 8 weeks (one lesson cancelled due to extreme cold)

## Teen Skate 2

- intermediate level
- 8 students – 4 returning, 4 new to Club or program – Saturday mornings at WCP or Gatineau Park, beginning Jan. 8 (there was just enough snow in Gatineau Park) for 10 weeks (1 weather cancellation)

## Teen Skate 3

- Advanced level
- 4 students – all returning – Sunday mornings at WCP or Gatineau Park, beginning Jan. 8 for 10 weeks (1 weather cancellation)





# Teen Skate Report: Heather Boswell

- Despite the relentless extreme cold this winter most of our students showed up to every lesson, with their cold weather gear on, and eager to ski
- Six participated in the Club Fun Race and six have been recommended for the racing program.

## Looking forward

- Teen Skate continues to attract a mix of new skiers and returning members. We hope to extend our participation in next year's Fun Race
- Additional coaches would enable us to expand the program, especially at the TS1 and TS2 levels.





# Racing Report: Heather McCulligh (outgoing)





# Racing Report Update

Very successful past several seasons:

- Year-over-year growth - 17 in 2018, 60 in 2022
- Excellent athlete retention which had been an issue in the past
  - esp. older teens/high performance
- Increasing numbers of athletes participating in races, finishing on the podium, competing in high level competitions eg. OCups/Easterns/Nationals
- 4 members named to 2022/23 Ontario Ski Team/Junior Ontario Ski Team
  - a first for KN!





# Racing Report Update

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Infrastructure planning to ensure sustained, manageable growth:

- Currently 2 paid part-time coaches, need 3<sup>rd</sup> to support numbers
- Program relies on parent volunteer coaches at all levels - continued effort to have volunteer coaches certified
- This year we:
  - became independent with our waxing
  - formalized rentals for cost recovery on items such as roller ski library
  - added new program streams such as U12 summer social fitness & post-secondary affiliate program
- Increasing program fees across levels to reflect value/near parity







# Trails Coordinator Report: Gene Vigneron

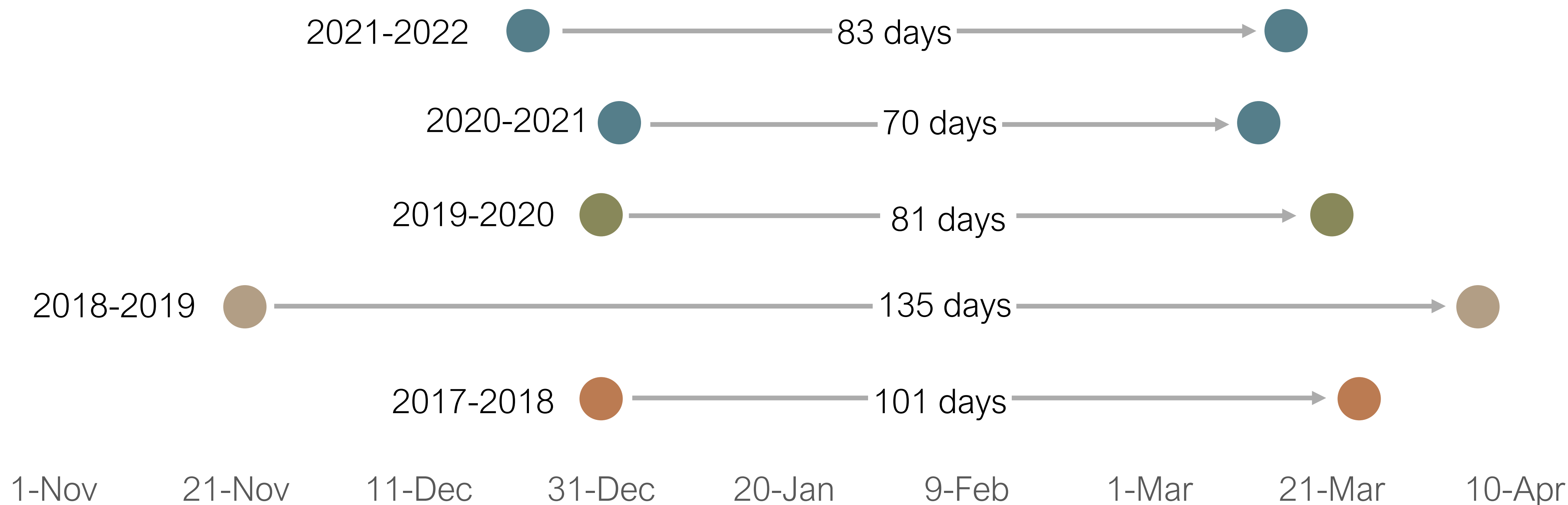






# Kanata Nordic Length of Season

- Grooming from December 23-March 16 for 83 days of groomed trails
- Continuous skiing with only partial shutdown at end of season due to a significant rain event.





# Trails Update



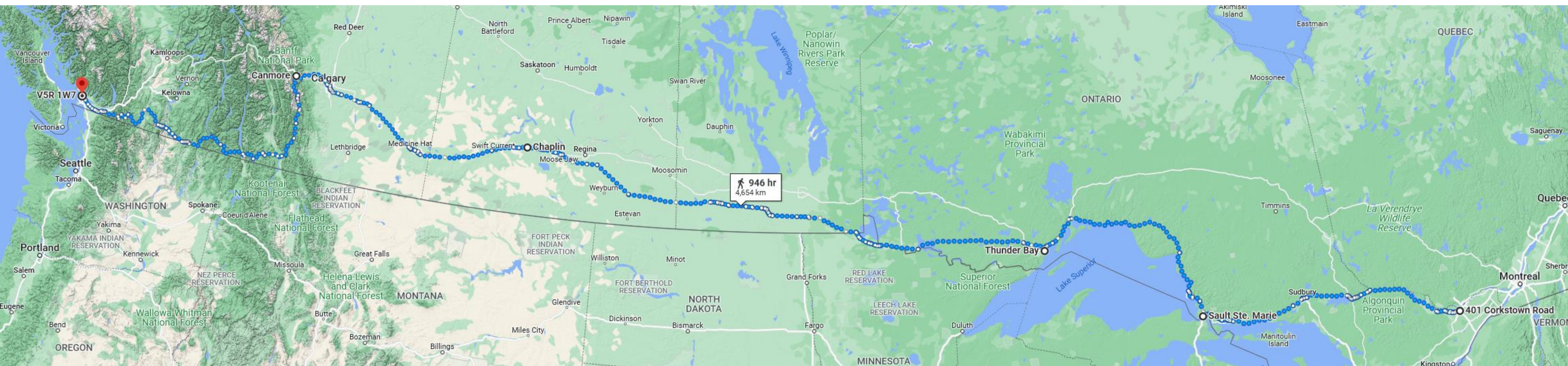
- Expansion of post-MOL trail territory into campground roads and training field
- Existing trail network improvements / maintenance for safer grooming and trail quality.
- 15 K of KN trails and up to 21 K OWWT shared use trail
- Further expansion and improvements of the snowshoe network





# Kanata Nordic Grooming Statistics

- Grooming occurred at least 4 x per week and more during/after snowfall events.
- 2021/22 grooming distance total of 4654 KM (up from 3917 last year)
  - 2862 KM for powersports equipment
  - 1792 KM for Kubota-Mueller





# Trails Report: Equipment

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- Powersport equipment:
  - Two BRP Outlander XT1000
  - Two Skidoo Skandic snowmobiles
- Groomers:
  - Two Ginzugroomers
  - Tidd Tech G2
  - 2 rollers
  - Mogul Master
- Kubota Tractor / Mueller – excellent addition to the fleet !



# Mueller Hydraulic Groomer Proved Itself





# Grooming Equipment

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# Trails Report: Partners in Trails

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- Wesley Clover Parks
- National Capital Commission
- City of Ottawa
- Urban Winter Trails Alliance



# Trails Report: Plans for 2022-'23

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- Optimize and fine-tune the grooming schedule and fleet to provide excellent trail conditions
- Further maintenance and improvement of existing ski and snowshoe trail system.
- Support and expand the OWWT initiative based on volunteer support and funding.
- Recruitment of skilled trails team members

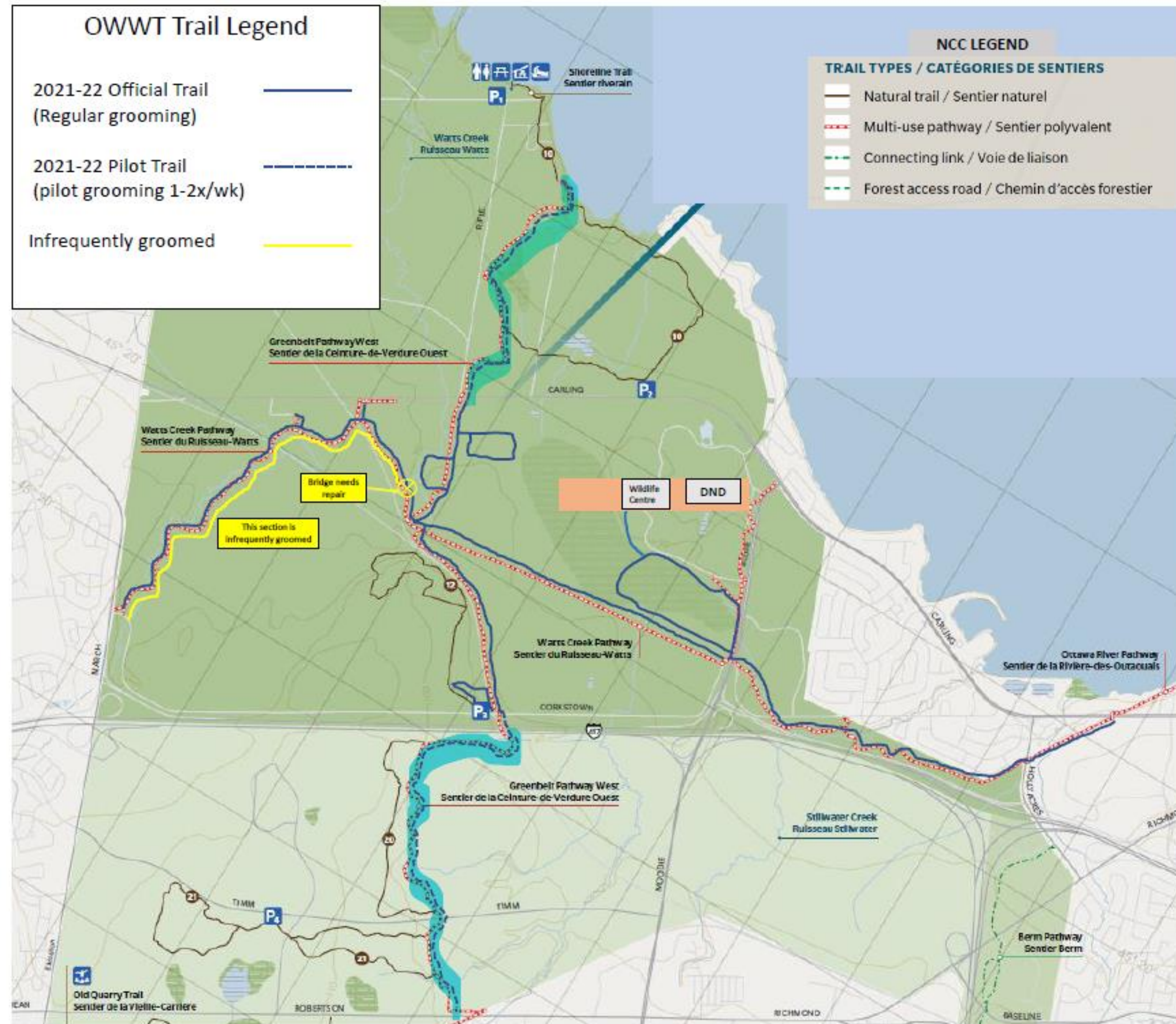




Ottawa West Winter Trail  
Roger Colbeck



# Ottawa West Winter Trail Update



- New official and pilot trails added this year: creating 21 km of “free” community multi-use trails on the OWWT.
- New Rifle Rd. Spur Loops popular
- Pilot trails north of Carling and south of Corkstown to Bells Corners appreciated by many





# Ottawa West Winter Trail Update

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- Quality of flat asphalt/stone-dust base trails quite good early in the season. This gives members a place to ski before the other trails are ready
- The OWWT is proving to be quite popular with club members. Longer ski trips are possible by combining the OWWT with the Club Trails.
- Unfortunately, a large trail segment west of the “broken Watt’s Creek bridge” to Corkstown/March Rd had poor conditions due to very limited grooming. NCC informed us it should be repaired by late autumn.
- The DND Loop had to be relegated to “roller-only” due to tight trees
- Distance of trail network requires a larger grooming team and some additional equipment for next year





# Ottawa West Winter Trail Update

- Great new website created by volunteer, Stephen Morton.
- Social Media and new shark-fin/feather-flag signs were a success
- Use of Nordic Pulse grooming conditions/status App/Website successfully trialed on OWWT
- Cost of OWWT was covered with UWTA (Urban Winter Trails Alliance - NCC, City of Ottawa) funds, GoFundMe fund-raising and corporate sponsorship
- Focus next year will be to:
  - Investigate parking options
  - Further improve branding & signage
  - Make the Pilot trails Official
  - Improve the DND Loop
  - Possibly to incorporate Trail 10 North of Carling.
- More volunteers are needed to support the various OWWT activities – planning/coordination, trail prep, social media, translation, events, and fund-raising





# Facilities Coordinator Report: John Clarke



# Facilities Report: 401 Base

- Moved operations base at 401 to new site at request of WCP
  - Easier access to trails
  - Further from horses
  - Larger
  - Fits new groomer





# Facilities Report: 411 Base

- Moved operations base at 411 to new site at WCP request
  - Closer to trails
  - Room for expansion
  - New gravel base





# Facilities Report



- Purchased garage for new Kubota tractor and groomer
  - Still waiting for installation
- Continued COVID signage







## Community Programs & Rentals Coordinator Report: Marlene Alt



# Facilities/Rentals Report : Marlene Alt

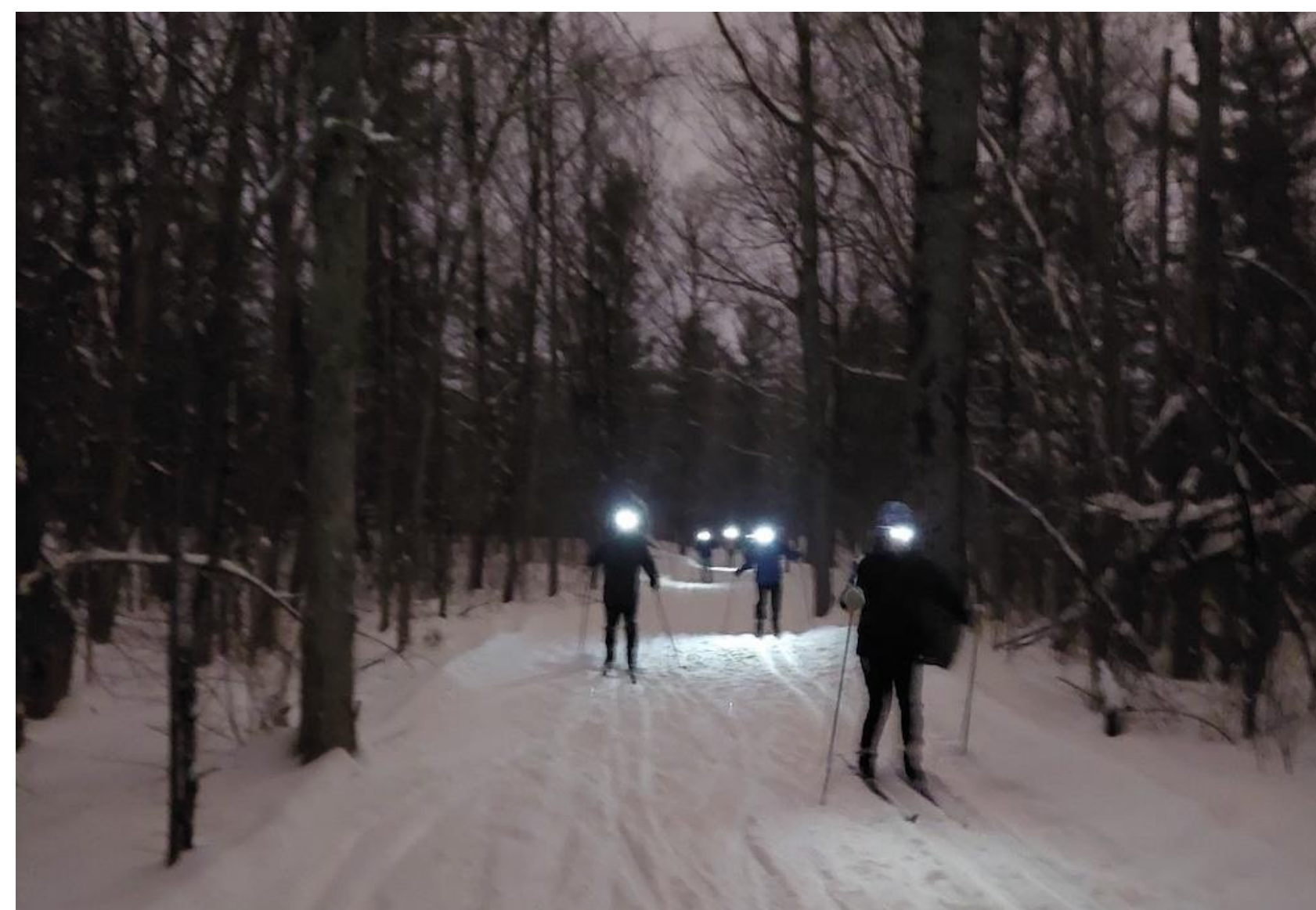


- Chalet (COVID)
- mid Jan – mid March (post MoL)
- Eliana, Jillian, Kathryn, Katie, Susan

- Revenue neutral; \$3500
- Future: gear, facility, location



# Community Programs Report: Marlene Alt



- Free snowshoe/xc ski sessions -> mental & physical well-being; love of winter; equity
- Christine, Julie, Megan, Parham, Raj, Renata
- 2021-'22: Ausome Ottawa; Accora Village; Women in the Wild (Carlington CC); Ottawa Free Fitness; AdventureReport
- 2023: OCISO, ANYO, Women of Colour Remake Wellness; Nordiq Canada Equity Initiative





# President: Nigel Wallis

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- Questions
- Motion to accept all reports as presented or amended



# 2022 AGM Motion: Expenditure Over \$5,000 Funding Racing P/T Coach

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Motion: Expenditure over \$5K

“A motion to hire a second part-time coach for the Kanata Nordic Racing Team by spending up to \$10,000 annually, subject to the Executive Committee and Head Racing Coach approval.”

Motion moved by Andy Weekes



# 2022 AGM Motion: Funding Racing P/T Coach Background

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Kanata Nordic Racing Program (KNRP) has been very successful over the past several seasons

- Yearly growth in the number of athletes
- Most new athletes at the U12 level, but also in other age groups
- New programs e.g. upcoming season with post-secondary affiliation, increase in enhanced numbers
- Excellent retention (previously an issue, esp. older athletes) with positive feedback from athletes/families regarding the program in general
- Increasing numbers of athletes participating in races, finishing on the podium, competing in high level competitions eg. OCups/Easterns/Nationals

Currently two paid coaches

- Mike Vieira (head coach)
- Aidan Kirkham (part-time coach)
- The program relies on parent volunteer coaches at all levels
- Continued effort will be made to have volunteer coaches certified (cost of courses reimbursed by KN)



# 2022 AGM Motion: Funding Racing P/T Coach Background

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Enrollment from the 2021-22 fall/winter season

- 22 (U12)
- 15 (U14)
- 11 (U16)
- 3 (U18)
- **51 (total)**

Projected numbers for 2022-23 fall/winter season

- 40 (U12/14)
- 20 (U16/18/enhanced/university)
- **60 (total)**

Additional spring/summer programs in each age group



# 2022 AGM Motion: Funding Racing P/T Coach Background

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Kanata Nordic Racing Program (KNRP) is increasing its fees for the 2022-2023 season:

- No increases since COVID
- Prices have always been on the low side
- Reflect the value of the program
- High quality coaching has costs, but fee increase covers higher percentage

KNRP projects about \$50K in revenues (program fees, waxing fees, roller ski rentals) after these increases.

Beyond racing, KNRP should be seen an additional means to keep children in the club & the sport through their teen years – which keeps their families involved in the club for longer (eight years beyond Rabbits). Effectively becomes the top of the pyramid that begins with the Bunnyrabbit One course at age 4.



# 2022 AGM Motion: Expenditure Over \$5,000 Funding Seasonal Administrative Role



Motion to allocate funding for a seasonal administrative role proposed by Sunida Hurst and supported by the Kanata Nordic Executive Committee.

"A motion to allocate an annual sum up to \$10,000 for the hiring of a part-time administrator. The decision regarding the role and hiring will be researched and a recommendation made by a committee appointed by the Kanata Nordic Executive, reporting to the President. Final approval of the expenditure will be made by the sitting Kanata Nordic Executive Committee."

Background: With the growth of the club, it is becoming more difficult for volunteers to be able to efficiently and effectively administer all the club's tasks. This motion would enable the future executive committee to consider hiring a part-time seasonal administrator role to ease the volunteer burden on the tasks including, but not limited to membership coordination, day pass sales, rental operations, learn-to-ski coordination and internal/external communications.



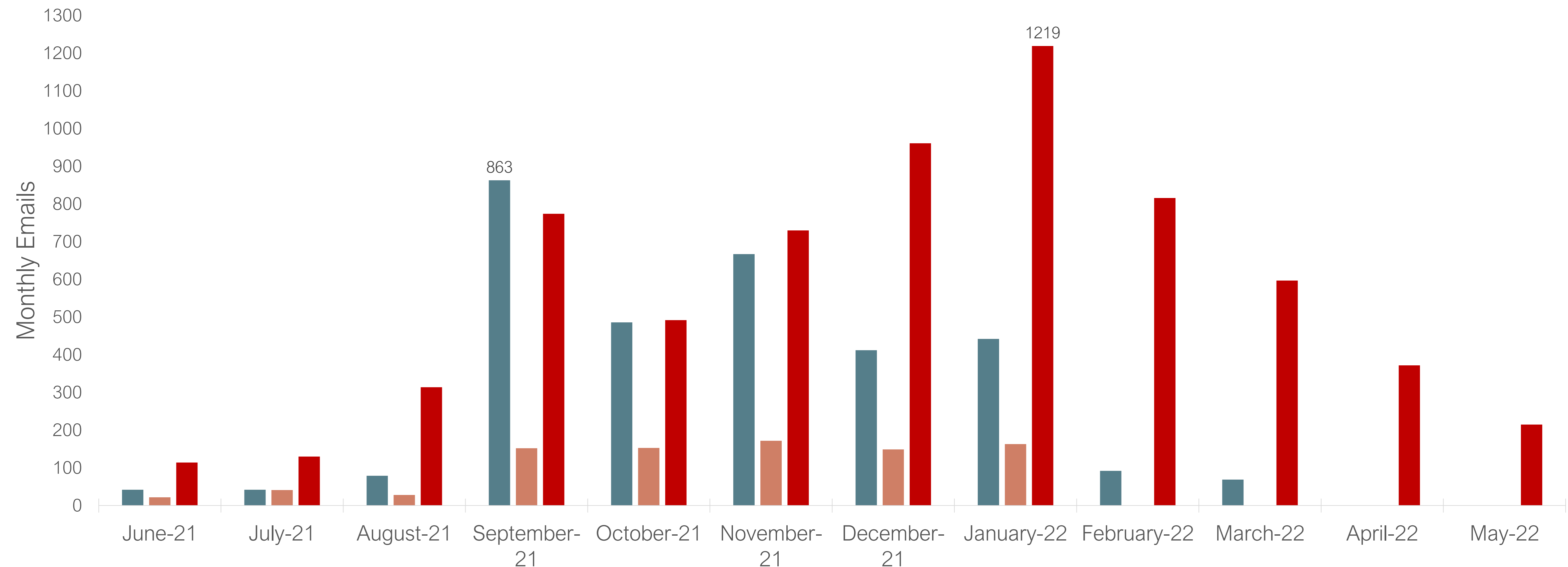
# 2022 AGM Motion: Expenditure Over \$5,000

## Funding Seasonal Administrative Role



Monthly Emails

■ Membership Received   ■ Membership Sent   ■ President Received





## 2022 AGM Motion: Alter Bylaw 4.4

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Motion to alter bylaw 4.4 “Limits on Expenditures” which currently reads

“...Any proposed expenditure that would exceed \$5,000 shall be approved in advance by the membership at a General Meeting. ...”

To read instead

“...Any proposed expenditure that would exceed **\$10,000** shall be approved in advance by the membership at a General Meeting. ...”





## 2022 AGM Motion: Alter Bylaw 4.4

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The financial cap was intended to ensure that members would have the ability to exercise financial oversight on the executive, avoid excessive capital expenditures or other fiscal errors.

Since the original fiscal ceiling was established, Kanata Nordic has grown in membership base, financial stability and operational complexity. At the same time, inflation is altering the cost of key purchases.

Examples of items between \$5K and \$10K?

- new roller purchase, groomer retrofit cost for road crossings, or new "sea can" storage container
- maintenance items such as replacement ATV tracks, parts for Kubota or Mueller.

The last two are significant. When key item break and the replacement cost is significant, we don't want to have to call a meeting with a 2 week notice to gain approval to start the process when our ski season is so short.



## Motion to purchase Storage Container

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If the motion to amend bylaw 4.4 does not pass, then the Executive Committee would like the members to vote on the motion to:

“Purchase a storage container (“sea can”) for 411 Corkstown trailhead, subject to final approval by sitting Executive Committee.”

- Expected cost is \$10,000 plus transportation and taxes.





# Executive Nominees for 2022-2023

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President: Nigel Wallis

Vice President: **Chris Lindsey**

Treasurer: Marsha Kelly

Secretary: **Amy Thomas**

Membership Coordinator: Sunida Hurst

Volunteer Coordinator: **Keomany Ker**

Trails Coordinator: Gene Vigneron

Rabbit Coordinator: Maureen Smith

Teen Skate Coordinator: Heather Boswell

Racing Coordinator: Andy Weekes

Facilities Coordinator: Jeff Pappin

OWWT Coordinator: Roger Colbeck

Events Coordinator: **Merrill Pappin**





# Vacant Positions for 2022-2023

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## Executive Board

- a. Communications Coordinator: **vacant**
- b. Masters Coordinator: **vacant**

## Non-Executive Board

- Website: Anne Wilson
- Community Programming and Rental: Marlene Alt
- Fundraising (Sponsorships & Grant Proposals): Chris Bartlett



# Motion to Elect the Slate of Candidates

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Motion to accept all candidates as proposed



# Looking Forward to Next Season!

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# Motion to Adjourn

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Motion to adjourn the 2021-22 Annual General Meeting: \_\_\_\_\_

Seconded: \_\_\_\_\_





**KANATA  
NORDIC**

Annual General Meeting

June 6<sup>th</sup>, 2022