

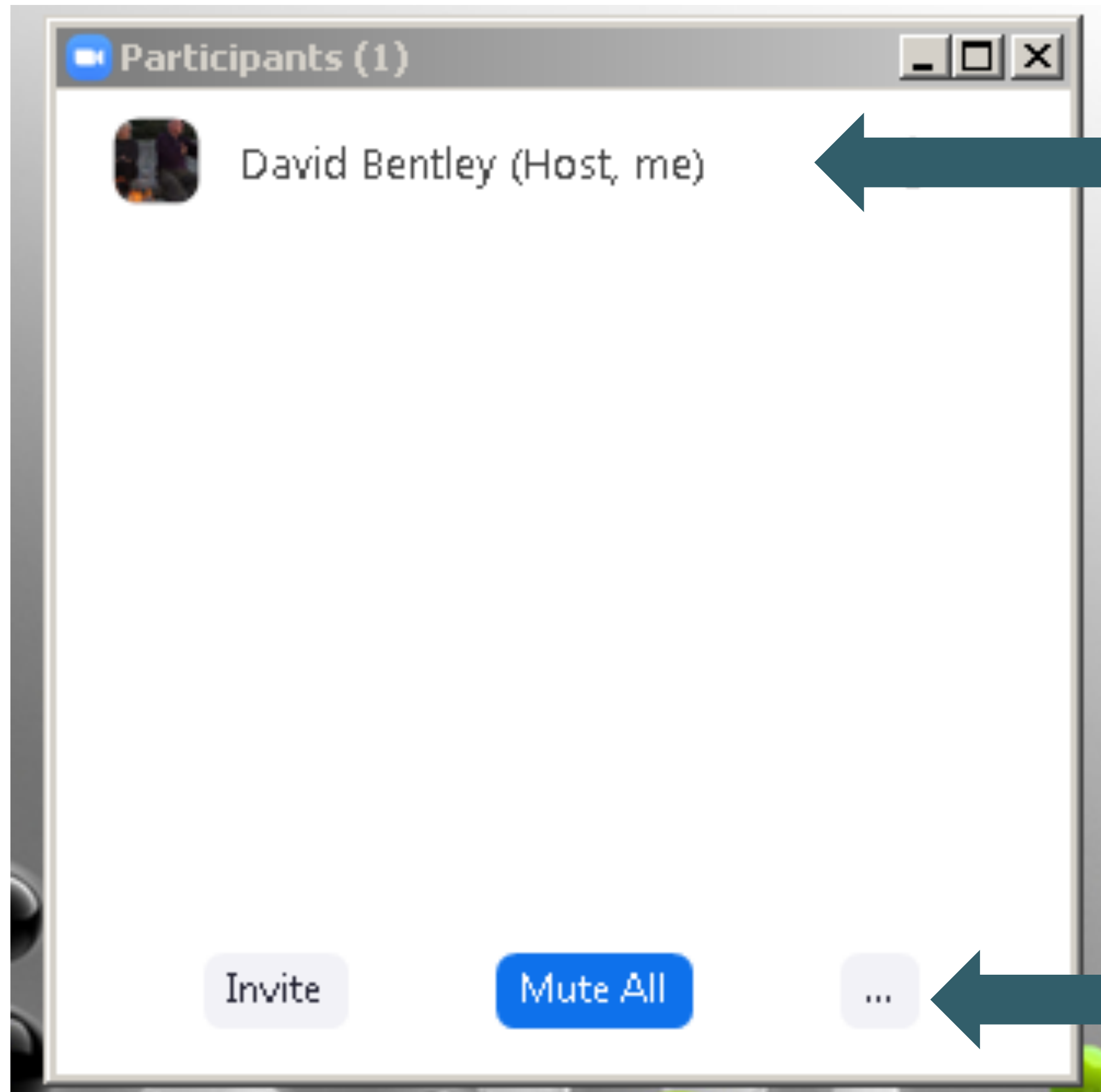


**KANATA
NORDIC**

Annual General Meeting

May 31, 2021

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

To Vote or ask to speak

- use the raise hand feature
- Click on three dots ...
- Click raise hand



Agenda

1. Welcome / Record attendees
2. Adoption of agenda / New business
3. Review of AGM minutes of June 29, 2020
4. Covid-19, effects on membership and learn to ski programs
5. Annual reports / Questions at the end
6. Questions and Motion to accept all reports as presented or amended
7. Ottawa West Winter Trail fund raising report
8. Motion to create an executive position responsible for the coordination of the OWWT.
9. KN club bylaws require a membership vote for expense items greater than \$5000
 1. Annually budget \$10000 to the Racing Program for equipment and part-time coaching resources
 2. Annually budget \$10000 to fund the hiring of an administrator from September to February
 3. One time allocation of \$85000 from cash reserves to fund the purchase of a grooming machine. The groomer is a used 60 hp Kubota L6060HST tractor fitted with a snowplow blade, Soucy tracks and a Mueller Tornado 2.0 tiller/tracksetter.
10. Election of 2021-22 Executive
11. Adjournment



President Report: David Bentley

- Welcome Kanata Nordic Executive and Members
- This is our Annual General Meeting
- The executive has worked hard in the past 12 months to run Kanata Nordic
- This is your opportunity as members to have input into the operation of the club as we develop our ski club at Wesley Clover Parks. Today we report on the last years activities, and plan for the future.
- Over the years the KN has been financially very diligent in building up cash reserves to ensure we can continue to offer outdoor winter activity in Ottawa.
- Each year our reserves have increased on the order of \$10k, and this years unexpected doubling in membership has contributed \$50k to our cash position.
- Today we are going to discuss 3 motions that involve spending a considerable portion of those reserves to help the club improve the experience of our members.



President Report: David Bentley

- Last year at this time we were doing our best to make contingency plans for programs and skiing with COVID. Early plan was to reduce class size, offer full slate on Sunday, cabins were to be closed.
- The first cancellation was our ski swap. As an alternative Kunststadt Sport accepted old equipment, gave up a % of sales. Fresh Air Experience offered members and racers discounts on new gear.
- The hard shutdown just before Christmas meant we could not start programs in January, after 5 weeks, it was decided that learn to ski programs could not run and the decision was made to refund 100% of program costs.
- 225 enrolled in the Rabbit program . All-time record enrollment for KNSC.
- 39 Saturday Bunnyrabbits; 80 Jackrabbits, 39 Sunday Bunnyrabbits; 67 Jackrabbits
- All adult and youth recreational programs, weekend and evenings were cancelled.
- Cross Country Skiing allowed under COVID, spurs a doubling in membership sales, decision to cut off at 1600, and restrict weekend access to members only. Thanks to volunteer parking attendants. Sold 1140 day pass vouchers on-line, requests for unlimited weekday pass.
- snow arrives late, but no thaw, so skiing is good from 2nd week in January until early thaw 2nd week in March.
- KN has 2 landlords, WCP licence to campground and fields, plus NCC access permit to trails 2, 12, TCT and WCT. Extremely popular OWWT on NCC trails.
- MOL interfered with 411 parking and restart in February made evening access unavailable for 10 days.
- Hard to predict the future, we will make plans to run learn to ski programs next winter, and wait and see.

STATEMENT OF FINANCIAL POSITION (000's)	March		Projected
	Actual	Actual	
	FY20	FY21	FY22
ASSETS			
Cash	84	153	68
Equipment	73	62	147
Receivables	2.5	11.0	3
TOTAL	159.5	226	218
LIABILITIES			
Payables	0	0.4	0
Deferred Income			0
TOTAL	0	0.4	0
NET ASSETS	159.5	225.6	218
	159.5	226	218

Treasurer Report: Marsha Kelly



Why the large Increase in Net Assets?

- membership revenue increased by 50K
- 1 time COVID funding Grant from City and NCC of 7.5K
- Sponsorships and Donations up 14k

Treasurer Report: Marsha Kelly



STATEMENT OF OPERATIONS (000's)	March	
	Actual	Projected
	FY21	FY22
REVENUE		
Membership	82.0	32
Programs	20.0	50
Trail User Fees	11.0	15
Grants/ Sponsors/ Donations	34.0	10
OCF rental Revenue	4.0	4
Other	1.0	2
Total	152	113
EXPENSES	80	90
NET ASSETS AT THE END OF THE PERIOD	72	23

Treasurer Report: Marsha Kelly



Revenues	FY21	% of Income
<i>In 000's</i>		
Membership	82.0	54%
Programs	20.0	13%
Trail User Fees	11.0	7%
Grants/ Sponsors/ Donations	34.0	22%
OCF rental Revenue	4.0	3%
Other	1.0	1%
Total	152.0	

Expenses	FY21	% of Income
<i>In 000's</i>		
Coaching Fees and education fees	26.2	33%
Depreciation	12	15%
Equipment Maintenance and Insurance	10.5	13%
Wesley Clover Parks Lease	3.2	4%
Other Wesley Clover Parks Costs	6.7	8%
Racing Program Costs	3.9	5%
Other General and Admin	3.4	4%
Trail Maintenance/ Fuel	3.5	4%
Facility Costs (Signage, Outhouse etc)	4	5%
OCF Rental expenses	2	3%
Other Costs	4	5%
OWWT Costs	0.6	1%
Total	80	

Year Purchased	Description	Cost
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, sep Rollar, Wiring Kit, all brokerage and customs	\$ 6,978
2009	ATV trailer, " Triton" model "ATV128-2"	\$ 3,700

Treasurer Report: Marsha Kelly





Membership Coordinator Report: Sunida Hurst

- Total membership 1601 members (604 membership type)
 - Compare to the number of last year members (720 members) – 881 additional members (increase by 120%)
- Within 604 membership type,
 - 296 family membership
 - 159 couple membership
 - 19 individual membership

Membership Coordinator Report: Sunida Hurst

- Number of seasonal memberships over the past 5 years



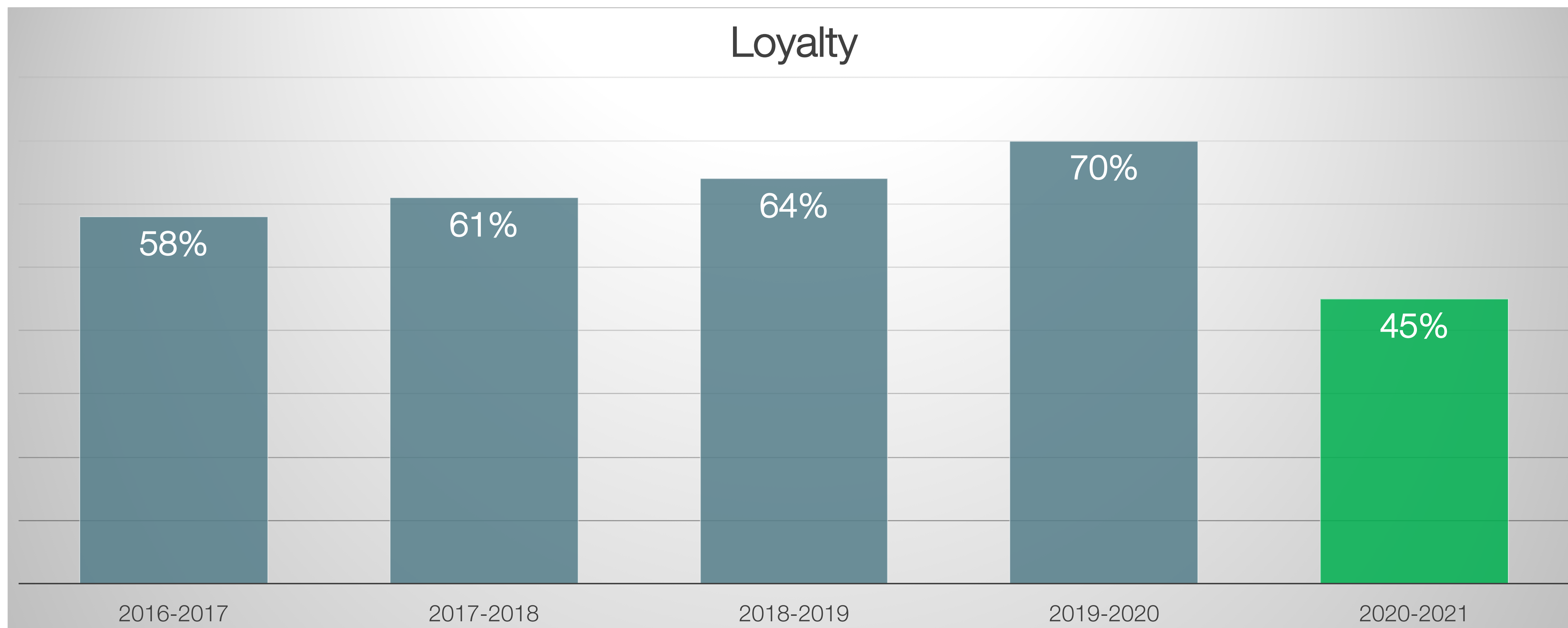


Membership Coordinator Report: Sunida Hurst

- Volunteer 336/604 (55.6% of Total) : fee-in-lieu of volunteer 268/604 (44.4% of total)
- Offer various programs but refunds due to COVID situation 297 members were refund 28,715\$. Kanata Nordic absorbed the administrative fee cost (\$1,525.55)
- Ontario ski club refund \$18 for youth program to compensate for the cancellation process (~277 members) - \$4,968

Membership Coordinator Report: Sunida Hurst

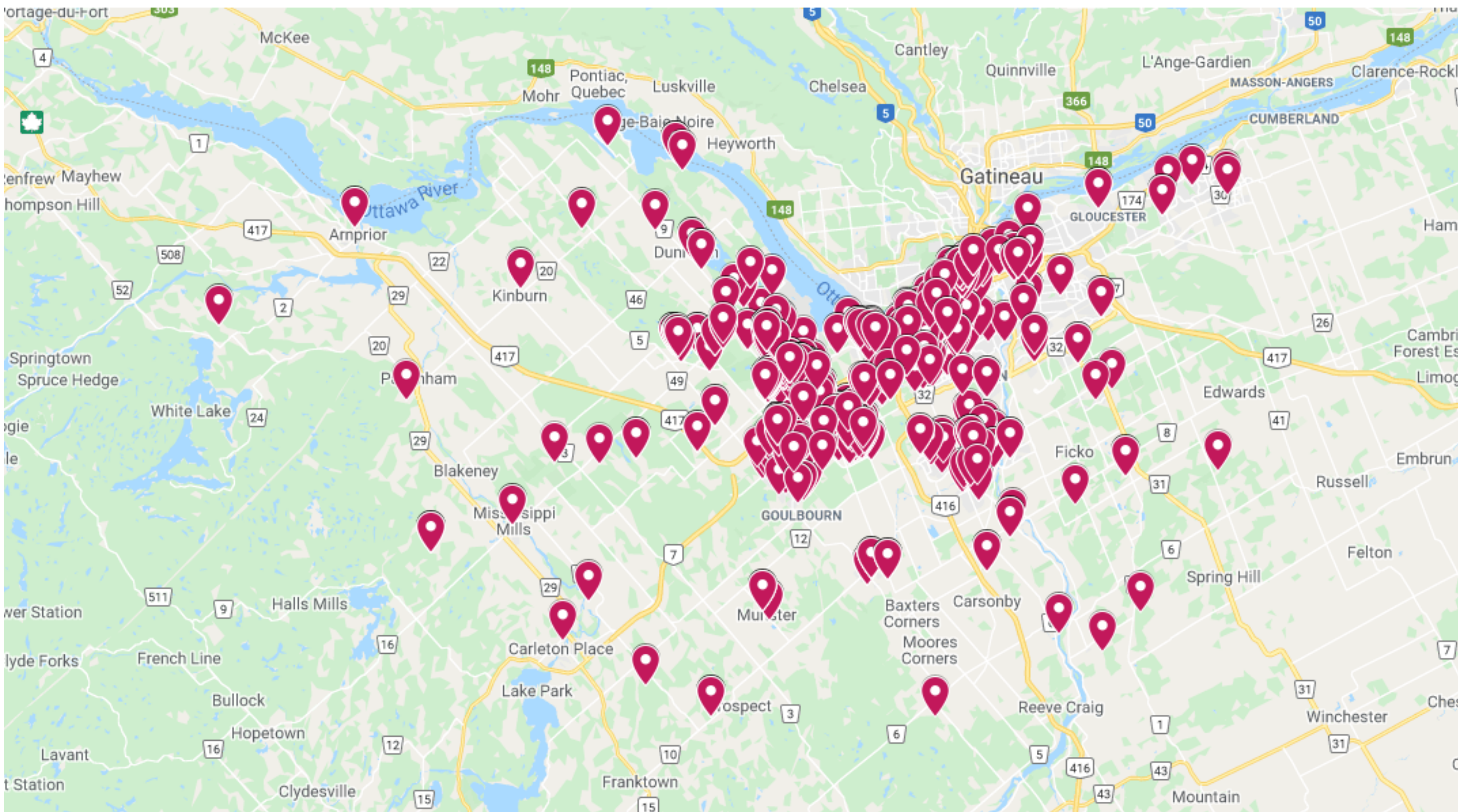
- Number of seasonal memberships over the past 5 years – Loyalty



Note that there are a lot of new members this year. This may be due to the impact of COVID19.

Membership Coordinator Report: Sunida Hurst

- Members across Ottawa (Orleans, Barharven, Mississippi Mills and so on)





Trails Coordinator Report: Gene Vigneron

TRAILS

- Delayed grooming start due to lack of snow: Jan 2 – March 13
- Kanata Nordic Site (up to 15 K) and OWWT (8 K). Grooming 4X per week or more each site
- Continuous skiing with good conditions, no rain/ice events.
- COVID-19 restrictions Equestrian quiet times and training/coordination challenges



Trails Coordinator Report: Gene Vigneron

TRAILS

- Thank you to new signage volunteers Gregg Shimokura and Mary Anne trenker
- Snowshoe Network – Thank you to Pat Krikham and helpers
- Trail maintenance – Thank you to all trail volunteers (countless hours) and NCC.



Trails Coordinator Report: Gene Vigneron

EQUIPMENT

- Snowmachines (2 BRP Outlander XT, 2 Skidoo Skandic)
- Grooming Machines (3 Groomers and 1 Mogul Master and 2 Rollers)
- Equipment Maintenance – Thank You to Rich Russell and Team.



Trails Coordinator Report: Gene Vigneron

TRAILS TEAM PARTNERS / SUPPORT

- Wesley Clover Parks – Thank You for support and assistance in our trails and site operations.
- National Capital Commission, City of Ottawa and UWTA.



Trails Coordinator Report: Gene Vigneron

FUTURE GOALS

- Continue to prepare and groom existing trail network despite any ongoing COVID19 restrictions. .
- Additional OWWT expansion as manpower and resources allow.
- Continued recruitment of Trails Team volunteers with specialized skills/knowledge as able.
- Motion for Purchase of “Next level” grooming equipment – details to follow .

Facilities Coordinator Report: John Clarke

- Signs, signs and more signs – mostly due to COVID



- Gate Ambassadors – great job by volunteers
 - same parking but membership doubled
- New inside dry storage area

Facilities Coordinator Report: John Clarke

- Restrictions at 401 – access to maintenance area, Glen training area
- Moving maintenance area at 401



Facilities - Rentals and Community Programs

Report : Marlene Alt

- Opened rental shop Sat & Sun mornings mid-Jan to mid-March, COVID-compliant and by appointment only
- Run by volunteers except for 1 day of paid person
- Revenue from rentals, clothing sales, day passes: \$4390
- Expenses from new gear purchase, sanitation products, new Square unit, printed maps: ~\$2200
- Will continue to build the fleet: fill in boot sizes, poles, skate skis
- Scheduled 16 community sessions (Accora Village, guides, scouts, cubs, homeschools, Ausome Ottawa); all but 1 cancelled due to pandemic restrictions and reboot of Magic of Lights



Racing Coordinator Report: Heather McCulligh

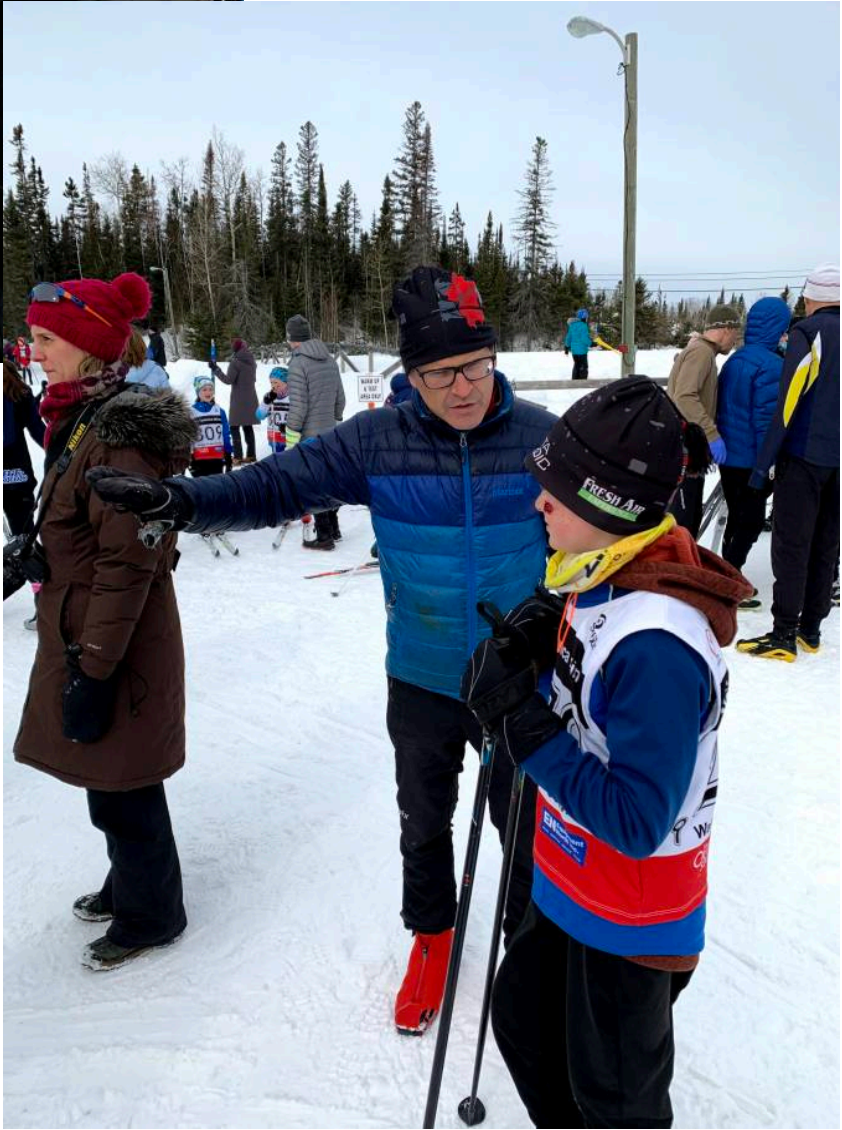




Racing Coordinator Report: Heather McCulligh

- Vibrant, diverse team in growth mode under leadership of Head Coach Mike Vieira
- 40 spots filled by Sept 1!
- Strong attendance despite COVID, expected 80+% retention rate for next season
- Added revenue streams for High Performance program, larger summer program, larger cohort of U12/14s
- Building our support team, supplies library
- Expect increased interest, busy racing season next year

It takes a village – thank you!



Ottawa West Winter Trail (OWWT) – Fundraising and Sponsorship: Rebecca Colbeck



- The OWWT provides a significant opportunity for sponsorship and fundraising
 - NCC/City **Grants** via the Urban Winter Trails Alliance (UWTA)
 - Corporate/Private **Sponsorship**
 - OWWT specific fund-raising via Facebook, OWWT website → **Paypal**
 - OWWT specific fund-raising via a late season **GoFundMe** campaign
- Sponsors received trail signage and social media advertising in exchange for sponsorship funds (min sponsorship amount in 2021 was \$1000)
- OWWT brought in over \$7K in corporate sponsorship to KN. Then in addition to this:
 - Paypal: \$4003
 - GoFundMe: \$5112
- *A huge thanks to all our sponsors and over 150 private donors!*
- *These funds all went to Kanata Nordic to support the additional grooming and signage that made the OWWT such a hit with the walking, skiing, snowshoeing and biking public.*



Ottawa West Winter Trail (OWWT) – Social Media, Volunteers and Trails

- The branding of the Watts Creek and Trans Canada (“Great”) Trails as the Ottawa West Winter Trail (OWWT) was a major success (although did cause some confusion). *“Just Get OWWT There”*
 - OWWT Website (1000+ visits/month)
 - OWWT FB Page (1400+ followers, 2000 page views/month)
 - OWWT Instagram account (300+ followers)
 - OWWT Twitter account (600+ followers)
- There was a dedicated core of volunteers, helping with the website, social media posts, signage, “thank-you” emails, snow-shoeing (on OWWT CB section), shoveling etc. A huge thanks all.
- KN groomers (Gene’s team) groomed most of the OWWT 5x/week, and the DND Loop 1x/week
- the popular Rifle Road spur was added, as was the “DND Loop” and we did some trial “rollering” on 3+km of Watts Creek east of Moodie to Carling Ave (“Carling Extension”) to connect to BWT
- The focus was on grooming as wide as possible to better support the multi-users and experimentation with different lane systems
- Approx 11km of trails added to the KN network



President: David Bentley

- Questions
- Motion to Accept Executive Reports.



2021 AGM Motion: New Executive Position

Motion for a change to the Executive Committee structure proposed by Nigel Wallis and supported by the Kanata Nordic Executive Committee:

"A motion to add the new role of Ottawa West Winter Trail / Urban Winter Trail Alliance coordinator to the Executive Committee."

Background: The Ottawa West Winter Trail has gone from a one-year pilot experiment to a resounding success - expanding the kilometers of available trail and the number of skiable days. But with growth comes incremental behind-the scenes work. This role will liaise with the relevant parties (e.g., UWTA, NCC, City of Ottawa) for permits, funding opportunities and recruiting volunteer assistance while representing Kanata Nordic's interests.

2021 AGM Motion: Expenditure Over \$5,000

Racing Budget Increase



Motion to increase the Racing Team's Ongoing Budget proposed by Heather McCulligh supported by the Kanata Nordic Executive Committee:

"A motion to increase the Kanata Nordic racing team's budget by \$10,000 in order to support coaching and equipment purchases."

Background: Kanata Nordic's racing team has successfully expanded its membership and its performance results over the past few years. As a result, the team has hit maximum capacity for the coaches. Kanata Nordic is looking to hire a support coach to augment our head coach Mike Viera. This role would help lead the junior racers and support the program when the team is training or racing at multiple sites. Secondly, the racing team needs its own equipment for races (like wax, structures, brushes, etc.) when competition resumes.

2021 AGM Motion: Expenditure Over \$5,000 Funding Seasonal Administrative Role



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

"A motion to allocate a sum up to \$10,000 for the hiring of a seasonal administrator for the 2020-2021 season. 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."

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 2021-22 Executive to consider hiring a part-time seasonal administrator role to ease the volunteer burden on the tasks including, but not limited to day pass sales, rental operations, membership coordination, jackrabbit coordination and internal/external communications.

2021 AGM Motion: Expenditure Over \$5,000 Grooming Equipment Purchase



Motion for expenditure over \$5,000 proposed by David Bentley and supported by the Kanata Nordic Executive Committee:

"A motion for the purchase of a used 60 hp Kubota L6060HST tractor fitted with a snowplow blade, Soucy tracks and a Mueller Tornado 2.0 tiller/tracksetter for \$85,000. This grooming equipment has been used for 3 years and has 1,000 hours on the clock. Final approval of the purchase will be made by the sitting Kanata Nordic Executive."

More details available.

Grooming Equipment Purchase Background

- A plan to purchase the Kubota tractor was recently approved by the Kanata Nordic Executive.
- There has been significant efforts (e.g. Mogul Master purchase, ATV purchases, etc.) and research about upgrading to a more capable groomer since moving to Wesley Clover Parks.
- This is a significant opportunity for Kanata Nordic to improve our grooming capabilities even further. It is anticipated that the on-going maintenance costs and downtime of a diesel tractor with hydraulic capabilities will be much lower when compared to our current power sport machines with electrical actuators.
- Kanata Nordic is intending to fundraise a percentage of the total cost this year.





Kubota / Mueller Groomer

Cost breakdown:

60 hp Kubota L6060HST tractor	\$ 51,000
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Mueller Tornado 2.0 tiller/tracksetter	\$ 34,000
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GST (5% required on tractor in Quebec)	\$ 2,550
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Transportation (Sherbrooke to Ottawa)	\$ 850
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Insurance (estimate)	\$ 500
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Grand total to acquire groomer:	\$ 88,900
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Executive Nominees for 2021-2022

- a. President: Nigel Wallis
- b. Vice President: Andrew Weekes
- c. Treasurer: Marsha Kelly
- d. Secretary: Jeff Pappin
- e. Membership Coordinator: Sunida Hurst
- f. Trails Coordinator: Gene Vigneron
- g. Racing Coordinator: Heather McCulligh
- h. Teen Skate Coordinator: Heather Boswell
- i. Facilities Coordinator: John Clarke
- J. OWWT Coordinator: Roger Colbeck



Vacant Positions for 2021-2022

- a. Jackrabbit Coordinator: vacant
- b. Promotions Coordinator: vacant
- c. Masters Coordinator: vacant
- d. Volunteer Coordinator: vacant



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