

Kanata Nordic Ski Club Annual General Meeting

by Zoom Video Conference

Monday May 15th, 2023 convened at 7:06PM

1. Welcome/Record Attendees

Directors in attendance: Nigel Wallis (Pres.), Chris Topham (V.P.), Marsha Kelly (Treasurer), Amy Thomas (Secretary), Roger Colbeck (OWWT), Eugene Vigneron (Trails Coordinator), Keomany Ker (Volunteer Coordinator), Andy Weekes (Racing Coordinator), Megan McAllister (Racing Coordinator), Heather Boswell (Teen Skate Coordinator)

Members in attendance: Marlene Alt, Bentley Abbott, Ardeth Kirkham, Annie Lord, Mike Laska, Rich Russell, Kurt Herman, Robert Galdins, Jean-Jo Bellamy, Amy Fraser, Scott Pegrum, Harris Kirby, Chris Teron, Blair Carroll, Seppo Sahrakorpi, Theresa Kavanagh, Amanda McLean, Laurie Pinkney, Hege Andreassen

As Chair, Nigel Wallis advised the meeting was being recorded and transcribed and asked participants to use their full name for attendance. It was noted the motions are planned for the end of the meeting

2. Adoption of Agenda

Nigel tabled the 2022-23 AGM meeting agenda which was accepted on motion from Nigel, seconded by Chris Topham.

3. Review of AGM Minutes of June 13, 2022

Minutes from the 2021-22 AGM were briefly reviewed by Nigel which highlighted growth, including racing and memberships, and sponsorships which contributing to net revenue growth. The facilities operations expanded as did community programs.

Volunteer availability and Magic of Lights continued to present some issues which were managed as best as possible.

The motion from Nigel to approve the minutes from the previous AGM was approved by members.

4. President's Report: Nigel Wallis

- Overall? Great season, but the explosive growth since COVID has turned this season as we saw a decrease in members despite new initiatives including events returning, fall fun run, Corkstown Classic, volunteer appreciation event and easter egg hunt, evening Jackrabbits, and other measures.
- Strong financial position but increasingly difficult to recruit and retain volunteers, site access; including due to the LRT expansion construction, and Magic of Lights were challenges
- Clear benefits from having a paid administrator to support the Club including Zone 4
- Highlights from the season amplified the collaborative work that goes into the success of the Club

2022-23 Year in Review: Summer

- Dryland training for racing launched
- Worked with traditional partners on planning
- Launched Zone 4 registration emails communications – this was new as the first year with a paid administrator

2022-23 Year in Review: Autumn

- Registration started and programs launched including Racing, Teen Skate and Adult Fit for Skiing program
- Member discounts through Fresh Air Experience and partnership with Kunststadt Sports for ski swap
- Fall Fun Run took place with 100 participants
- Largest trail network for the club in 2022/23

2022-23 Year in Review: Winter

- Learn to Ski programs including adults and Rabbits programs
- Hugely successful year for racing
- Corkstown Classic (Feb 2023)
- Busy season for trail maintenance and grooming with consistent snow

2022-23 Year in Review: Spring

- Maintenance including equipment and closure of cabins

Nigel thanked the Club partners:

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

Nigel introduced City of Ottawa Councillor Ward 7 Bay Theresa Kavanagh who thanked the Club for its patience with the ongoing work for the LRT and expressed appreciation for the work being carried out by the Club

She thanked Roger for all his work and acknowledged its contribution to the community and the city, as a unique part of Ottawa and expressed appreciation to the Club for its partnership

Nigel acknowledged sponsors for the Club and racing team, as well as OWWT

- Trailblazer Sponsor: Fresh Air Experience
- Kanata Nordic Racing Team Sponsor: Kunststadt Sports
- Ottawa West Winter Trail Sponsors
- OWWT Silver: Crystal Beach Lakeview Community Association, Blu Wave, Z's Bike Fix
- GoFundMe Draw Gift Certificates: Kichesippi Beer Company, Beetbox Farm

A tribute to Jeff Pappin recognized his outsized contribution to the Club including as groomer, a member of the Board and subsequently as facilities coordinator where he worked to improve the Club for everyone. He took a great amount of pride in his grooming and enjoyed making the Club welcoming and fun for everyone. The memorial fund for Jeff reflects his passion for outdoor pursuits.

Thank you to our two volunteers who have resigned their positions at the end of the 2022-23 season, Sunida Hurst (Membership Coordinator) and Merrill Pappin (Events Coordinator).

5. Volunteer Coordinator Report: Keomany Ker

- Thanks were expressed to all members who volunteered their time including the trail work volunteers, facilities work, Corkstown classic, Easter scavenger hunt and volunteer appreciation event
- Events were summarized from the season including the first Fall Fun Run which was very successful
- Survey results highlighted the success of the events and Keomany noted the challenges of organizing (e.g., late snowfall...) and encouraged everyone to volunteer

6. Membership Report: Nigel Wallis for Sunida Hurst

- Nigel summarized the report showing the growth during COVID and noting the drop this year
- The OWWT helps the trail but also provides trails for those who do not choose to join the Club
- There is potential to grow West of Ottawa, word of mouth is the best marketing tool
- Partnered with the OPL which was started late but showed positive uptake and increased access for community members

7. Treasurer Report: Marsha Kelly

- Marsha explained the financial position noting cash is currently on an upward trend (depends on annual Club activities)
- Capital is depreciated which shows as a decrease and there were lower equipment purchases this season
- Program registration fee increases, Provincial Grant and Racing Program/Biathlon revenues contributed to the increase in net assets
- Statement of operations shows the significant decrease in trail user fees; OWWT free access is likely contributing to this

Question: Predicting \$75K for grant revenue next year, are we on an upward trend? Nigel responded to Seppo on having line of sight for grants already awarded and other revenue streams noting we will apply for more but as a result, already know we are sitting well ahead of where we were in past years. It was noted that funding was ringfenced for the expenditures in the grant applications.

8. Learn to Ski Programs Report: Nigel Wallis for Maureen Smith

- While some programs saw a reduction in registrations, class cancellations were very low and there was a new evening class for Rabbits 3 and 4
- The biggest challenge was recruiting leaders and we had to turn away kids and adults for classes.
- The Club is thinking about how to address this for next season through more recruitment and coaching supports
- Others included MoL, space including parking

9. Teen Skate Update: Nigel Wallis for Heather Boswell

- We can't expand the program with the number of coaches available but it is very successful

10. Racing Report: Andy Weekes

- There is also a heavy reliance on parents and adult volunteers to help coach
- There is a large range of races throughout the season and Kanata Nordic athletes had great success with podium placements that were highlighted in the mee
- This was the first year Kanata Nordic hosted the Corkstown Classic was a first; last hosted race was the Pretzel Race in 2020, and was very successful with plans for running the event again next year
- Andy thanked Councillor Kavanagh for her involvement and recognized the contributions of co-chair Megan McAllister, the groomers as well as the volunteers
- Nigel showed a short video of the event

11. Community Programs and Rental Coordinator Report: Marlene Alt

- Marlene highlighted the delay of about a week due to MoL closure but was a very successful season with a great collection of volunteers
- Set up to be revenue neutral, and there was a net positive this year with revenue more than covering expenses
- Next year is planned to be status quo with a possibly reduction in the length of time open and more active marketing, consideration is being given to mid-week rental shifts as well as some very basic instruction
- The Community program was branded this year to reflect equity, diversity and inclusion which was reflected in the video and the variety in the program participation was summarized (8:00)
- The Nordiq Canada grant was summarized in terms of economic but also community benefits
- Nigel noted next year will try to use the trails and systems more mid-week

12. Facilities Report: Nigel Wallis

- Nigel shared improvements that were made to the trail network recognizing Jeff Pappin's contributions
- An update was provided on the garage which was approved for purchase at the 2022 AGM
- The ATCO trailer rental trail pilot program was presented and it was recognized that this would not be pursued next year. However other options will be assessed for future solutions to help make the 401 equestrian site more hospitable and useful
- Future plans tied to how to keep our assets preserved and well maintained

13. Trails Coordinator Report: Eugene Vigneron

- There were 101 days of groomed trails with good snow making for a great season
- There was a lot of hours and fuel attributed to several large weather events
- Eugene summarized the equipment flagging those due for replacement
- Eugene recognized the efforts of Mike Duivenvoorden as grooming coordinator for 2022-23 and reviewed plans for the 2023-24 season including refreshing two of the older powersports machines over the summer

14. Ottawa West Winter Trail (OWWT) Report: Roger Colbeck

- 1 of 6 urban trails in Ottawa (UWTA) and rather unique in being run as part of another club
- Great outreach but creates extra distance for members (21km/60% of network) and were able to establish permanent trails following pilots from 2021-22
- Percentage of trail network (60%) is used to attribute costs of running and maintaining the trails which includes grants, sponsors, NCC funding and fundraising
- It was a great season for trail use and saw an uptick in social media presence/mentions
- About a dozen volunteers help to support the OWWT in addition to the grooming
- Key issues included construction and other trucks on the trails, drainage issues which have been raised with the NCC but it was noted that the broken bridge was repaired increasing access to March Road
- It was noted that more options for parking and washrooms would be hugely helpful
- Next year will focus on sponsors, more volunteers and more signage
- A member asked whether there had been any consideration for connecting March Road to 411 campsite noting this would create a fantastic loop.
 - Roger replied that there had been some investigation into that but there is a ridge that makes it difficult and there is also currently construction on the sewer system. It may be possible by going through a farmer's field; Nigel also noted it has been considered but requires considerable effort to establish new partnerships.

15. Survey Report: Nigel Wallis

- Great response with lots of positives and working to get more frequent, more mobile-friendly updates on trail conditions and grooming conditions
 - Member raised question about Nordic-Pulse has been a great tool for reporting grooming status on OWWT. Has KN considered using it? Nigel noted it is being considered including investigating pricing, privacy etc....
- It was noted that the Club would need more volunteers in order to have the cabin open more frequently
- Nigel reviewed fee structure highlighting the Nordiq Canada fees and XC Ontario fees
- Programs continue to attract members and the Club is working hard to bring back events and programs
- There is a large discrepancy between interest in events and willingness to volunteer
 - Member raised question about whether there were plans to increase fee-in-lieu charges and Nigel noted this would likely be considered and dealt with by next season's Board

16. Motion to accept all reports as presented or amended: Nigel Wallis

- Reports accepted by a majority

17. 2023 AGM Motions: Eugene Vigneron, Nigel Wallis

1. Expenditure Over \$10K, Acquisitions of Powersport Grooming Equipment / Eugene Vigneron/ 2nd by Nigel Wallis
2. Expenditure Over \$10K, Acquisitions of Powersport Grooming Equipment / Eugene Vigneron (Tracked ATV or equivalent)/ 2nd by Nigel Wallis

- As no questions were raised, votes were concluded and motions were passed with a majority of support.
- When Executive members make decisions on the items, purchases will be announced in the newsletter
- 3. Constitution Changes / Nigel Wallis / 2nd by Chris Teron
- 4. By-Law Changes / Nigel Wallis / 2nd by Chris Teron
- Member asked how many classes of membership the Club has and Nigel confirmed two classes either, adults with kids or no kids (although KNSC also has a number of life members).
- Votes were concluded and motions were passed with a majority of support

18. Executive Board and Vacant Positions 2023/24: Nigel Wallis

- Openings were reviewed for Board as well as non-Board lead roles
- Motion to elect the Slate of Candidates / Nigel Wallis / 2nd by Seppo Sahrakorpi
- As no questions were raised, votes were concluded and motions were passed with a majority of support

19. Adjournment

- Final comments to recognize participants, parents, members, volunteers and all those who contribute to making the Club so successful
- Motion to adjourn / Nigel Wallis / 2nd by Blair Carroll and passed by consensus at 8:55pm

Note to File:

- In June 2023, Executive unanimously approved a purchased of a snowmobile recommended by the Trails equipment team and consistent with the approval granted at the 2023 AGM