

# ONTARIO ROWING ASSOCIATION

## MINUTES OF THE ANNUAL GENERAL MEETING – December 1, 2013

Mississauga, Ontario

### 1.0 CALL TO ORDER

Tom Blacquiere called the meeting to order at 9:04 AM. A moment of silence was held in respect of Ontario rowing supporters who passed away this past year.

### 2.0 QUORUM, MAJORITY, APPOINTMENT OF SCRUTINEERS

The President reported that a quorum existed, and that with 53 members in attendance or by proxy, a majority will be 27 votes. Mark Welsh and Diane Barr were appointed as Scrutineers.

### 3.0 APPROVAL OF THE AGENDA

**MOTION:** (Burnstown Rowing Club/Branksome Hall Rowing Club) "That the Agenda be accepted as presented."  
**CARRIED**

### 4.0 APPROVAL OF MINUTES – 2012 ANNUAL GENERAL MEETING

The minutes of the 2012 Annual General Meeting of the Association were reviewed.

**MOTION:** (Leander Boat Club/ St. Catharines Rowing Club) "That the minutes of the ORA AGM 2012 be accepted as read."  
**CARRIED**

### 5.0 BUSINESS ARISING FROM 2012 AGM MINUTES

There was no business arising.

### 6.0 CORRESPONDENCE

There was no correspondence.

**MOTION:** (Cambridge Rowing Club/ Argonaut Rowing Club) "To move into a Committee of the Whole"  
**CARRIED**

### 7.0 BOARD REPORTS

#### 7.1 President

Tom Blacquiere presented his report and responded to questions.

ROWONTARIO underwent a governance change in 2011. With the expected implementation of the Ontario Not-for-profit Corporations Act (ONCA) in early 2014, the Association will look again at its governance structure to ensure it is in compliance with the ONCA. The Board will be developing a new strategic plan for 2014 – 2018, and will seek the input of the membership. Board roles and staffing may be impacted by the strategic plan. RCA has been through governance change. The President of ROWONTARIO is now part of a Provincial Advisory Council, comprised of the 10 PRA Presidents and the Provincial Director, as opposed to being a member of the RCA Board, because of changes to the

RCA Board structure to bring RCA into compliance with the Canadian Not-for-Profit Corporations Act. Blacquiere described the implications of the governance changes. He reported that he had taken the motion on the high school fee category (made at the last ROWONTARIO AGM) to the RCA AGM and the motion was tabled at the AGM and a committee struck to look at membership categories and registration overall. George Barkwell, Derek Ventnor) serve on this Committee.

## **7.2 Vice President - Finance and Administration**

### **7.2.1 Vice President's Report**

George Barkwell spoke of his involvement with the staff, and the parameters of the Executive Director to take action in accordance with policy.

Barkwell reviewed his report and noted that the new auditors provided an unqualified opinion. The Association ended the year with a \$350,000 surplus with \$252,000 of this surplus being held in cash and investments. Barkwell responded to questions about investments. The cash position increased over the year before. He explained the background on the change of auditing standards to standards for not-for-profit corporations.

### **7.2.2 Membership/Registration Report – YTD Update**

A committee has been struck to examine integration with Web Registration System (WRS), how things integrate with Rules of Racing, sanctioning, etc. and that a full report will be made at the January 2015 RCA National Rowing Conference and Members' meeting.

There has been a substantial drop-off in registration because of not registering non-rowing volunteers – it appears that membership has shrunk almost 10%. Barkwell reiterated the importance of registering everyone. As part of the long-range financial plan, he proposed to continue to increase club fees by \$25 and add \$1 to each membership category each year, except the Non-Rower category, which will raise about \$10,000 in fees to cover normal operating costs.

Ministry grant – the coming year, (2014/15), will be the last of the current three year cycle for Base Funding, and as the Association approaches the reporting period, it is imperative that everyone be registered. Barkwell responded to questions about registration and membership numbers.

### **7.2.3 Audited financial Statements**

Barkwell reviewed the financial statements and the year to date financial report. He noted that many grants received are flow-throughs.

## **7.3 Vice President, Events**

Carol Purcer reported that the ROWONTARIO Masters Championships was the first regatta to be delivered on the new Welland International Flatwater Centre North Course. As requested by the members, handicaps were included in the regatta program. Efforts are now underway to align the other masters' regattas for handicaps. ROWONTARIO Championships entry numbers were down from the previous year. She described the process for photo ID at the ROWONTARIO Championships 2014, which for those (younger) athletes without photo ID, will involve producing the school issued Index Card – Short Version which includes a photo and the athletes' birthdate.

Purcer described the Regatta Strategy Committee that had met twice, generated a consultation document and planned implementation over three years. In Year 1, the focus will be on Stream 1 and Stream 2 regattas—to grow rowing in your club and your area, as a means of fund-raising for clubs. "Regatta-in-a-Box" will be developed to support clubs. Year 2 – further define these two streams. And Year 3 will see a shift in focus to the performance regattas, with an ongoing discussion about this in the intervening years.

## **7.4 Vice President - Education and Capacity**

Jeremy Courtney described a coxing training package that he was developing. He also advised clubs with any employees about amendments that have been made to the Occupational Health and Safety Act, requiring mandatory safety training, effective July 2014. This training introduces workers to the Occupational Health and Safety Act. It focuses on the health and safety rights and responsibilities of workers, supervisors and employers. It also serves as a general introduction to workplace health and safety. A link will be added to the ROWONTARIO website.

Judy Sutcliffe reviewed her report of the Umpires Committee. There was a question about whether the names of trained Chief Umpires could be posted on the ROWONTARIO website, so as to assist Clubs that were hosting a regatta, to assist with completing the sanction application process.

## **7.5 Vice President – Participation**

J-C Marly described his efforts over the past year through Shells and Sails to encourage people to participate in the sport. A try-it day allows exposure to the sport, even where there is no club. Marly described an initiative on coastal rowing for places with rough water. He proposed an Ontario target for 15 clubs and 1,000 rowers getting into coastal shells within five years. He is seeking support for a small committee to spearhead this to develop a financial plan. Marly plans to hold a coastal regatta on August 16, 2014 in Toronto. He described the issues with sanctioning long distance recreational events.

## **7.6 Vice President – Athlete Development**

Dave Pelette reported that the LTAD report is complete and posted on the ROWONTARIO website. He suggested that a committee be struck to engage clubs in its roll-out. He indicated that he has decided not to let his name stand for election to the Board as his term has concluded and is not able to commit to another 3-year term at this time

## **7.7 Past President**

Lynda Dundas encouraged everyone to nominate members for the awards program.

## **7.8 Directors at Large –**

### **7.8.1. Glenn Bailey**

Bailey reported that he participated on the Umpires Committee, helped organize the Thunder Bay Sprints and attended US regattas.

### **7.8.2. Louise Hastings**

Hastings also served on the Umpires Committee and the Awards Committee, and umpired at several regattas.

### **7.8.3. Jurgen Schubert**

Jurgen Schubert described youth rowing program, his involvement on the regatta development committee, and his participating in umpiring this fall.

## **7.9 Staff Reports**

### **7.9.1 Manager, Programs and Services Report**

Ashley Lewis reviewed her report including the addition of the new Shells and Sails (S&S) Coordinator.

S&S first year was a pilot year and they worked with 11 new clubs, and the program is now in year 2. The Coordinator is working to promote the sport through try-it events and partnerships. COAST is a quality assurance (QA) tool, that is becoming more common across provincial sports e.g., Soccer, baseball, swimming, Basketball, all have their own QA programs.

Lewis has overseen sport development portfolio working with the Coordinator, Sport Development, Vanessa LeBel, including development of the youth coach program, para-rowing Centre of Excellence, coxswain course and fitness rower course. She describe challenges that the Association has had with NCCP, but with RCA now having a full time director of Coach Education, Lewis believes that training will become more accessible to coaches. Lewis described the growth stimulus grants process where the applications are now online.

### **7.9.2 Executive Director's Report**

Ventnor underlined the importance of the non-rowers being registered and the potential negative impact on Ministry funding. He described the office move that had been very positive for the staff, resulting in a better atmosphere, larger space, decreased rent, ability to accommodate Board meetings and will save Association money on the overhead.

Row to Podium is now in its fourth year, and a review was completed in spring 2013, where return on investment was examined and it was determined to close NDC Welland at the end of August 2013. NDC Welland was not as successful as it could have been, mainly because athletes who were based there were seasonal—mostly U23—who returned in the winter months to universities outside the Niagara region, and the gains made at the Centre were lost. As RCA re-structured post the 2012 London Olympic and Paralympic Games creating performance director positions, all training for high performance became focused at one of the two National Training Centres. Considering this fact, the athlete results, the staff, equipment and facility costs, it became questionable whether the Centre was contributing to putting more Ontario athletes on the podium. The Centre will continue to be used as a venue on a monthly basis for 9 – 12 months per year, pending an agreement with WRCC. Ventnor described the disposition of the assets and the staff.

Ventnor noted a staffing gap that has now been created for the services previously provided by the “provincial coach”, and described the need for a technical coordinator role. Funding arrangements are being worked out. It was noted that there is a need to devote more resources to coach development, succession planning, and mentoring, that such a role could assist with.

Canada Games: Ontario did not attain the results sought and so plans must be put in place two to three years out to prepare for the Games in Manitoba in 2017. More coaches need to be trained to the level required by the Canada Games.

Programming – intention is to support capacity of the Clubs, to fill gaps in coaching in clubs. Ventnor reminded clubs to engage ROWONTARIO to tell the Association what assistance clubs need. The Shells and Sails program is a good vehicle for this and he advised the membership that it will become a focus in the coming months.

Ventnor described the support that Ashley Lewis has provided to the Association and to him and thanked her for her service. After her departure for a new position, Lewis will continue to be involved with ROWONTARIO on a contractual basis. The new Manager – Kristen Rogalsky—will have a greater emphasis on communication and member services and will transition into her role over the next two to three months.

**MOTION:** (Cambridge Rowing “To come out of the Committee of the Whole”.

Club/Kitchener –  
Waterloo Rowing Club)

**CARRIED**

**MOTION:** (London Rowing Club /Ridley Grad Boat Club) “To approve the Reports as presented.”

**CARRIED**

## **8.0 APPROVAL OF AUDITED STATEMENTS FOR THE 2012 - 2013 FISCAL YEAR**

**MOTION:** (Brock University Rowing Club /St. Catharines Rowing Club) “That the Audited Financial Statements for the Year ended March 31, 2013 be approved as presented.”

**CARRIED**

## **9.0 NEW BUSINESS**

### **9.1 Club Memberships**

#### **9.1.1 Approval of full Status Club Membership**

There is one club eligible for full membership status, UWO Boat Club, and Ventnor reported that it has met all the requirements to become a full member.

**MOTION:** (Argonaut Rowing Club /Trenton Rowing and Paddling Club) “To approve UWO Boat Club as a full member.”

**CARRIED**

#### **9.1.2 Approval of Probationary Club Applications**

One new club has applied to join the Association.

**MOTION:** (CORA/ ONEC) “To approve Niagara Rowing School Club for probationary membership.”

**CARRIED**

#### **9.1.3 Termination of membership**

Ventnor described two clubs that have not registered or paid membership fees for last few years. The Boulevard Club is mainly a sailing club. Bruce Peninsula Rowing Club has been in touch and agreed that their membership should lapse.

**MOTION:** (Hanlan Boat Club/ CIRA) “To terminate the membership of Boulevard Club.”

**CARRIED**

**MOTION:** (Guelph Rowing Club /Quinte Rowing Club) “To terminate the membership of Bruce Peninsula RC”

**CARRIED**

## **9.2 Membership/Registration Fees for 2013 - 2014**

### **9.2.1 Club Membership Fees**

Blacquiere introduced the proposed increase to membership fees, as described in the long-term financial plan last year.

**MOTION:** (Hanlan Boat Club/South Niagara Rowing Club) “To increase the club fees of the Association from the 2013/14 levels by \$25 to \$275 for 2014/2015”

**CARRIED**

### **9.2.2 Individual Membership Fees**

**MOTION:** (Argonaut Rowing Club/Middlesex Western Rowing Club) “To increase the individual membership fees of the Association from the 2013/14 levels with the Sport rower fees increasing by \$1.00 to \$10.00, the Competitive rower by \$1.00 to \$44.00, the High School rowers by \$1.00 to \$3.00, for 2014/2015, and the non-rower fee be maintained at \$1.00.”

**CARRIED**

## **9.3 Other New Business**

### **9.3.1 Ratification of Board of Directors’ Actions 2012 – 2013**

**MOTION:** (Burnstown Rowing Club/St. Catharines Rowing Club) “To ratify the Board of Directors’ actions for the fiscal year 2012– 2013.”

**CARRIED**

### **9.3.2 RCA Annual General Meeting – January 2014**

Blacquiere reported that the next RCA AGM is being held in London on January 24 – 27, 2014.

#### **9.3.2.1 Direction to ROWONTARIO President**

Blacquiere sought direction from the membership to use the single ROWONTARIO vote. The issue of most pertinence was the vote to support the Articles of Continuance that had been distributed to all member clubs. Blacquiere recommends support. There were no dissenting views.

#### **9.3.2.2 Proxies**

Blacquiere encouraged Clubs attend the RCA AGM on Jan 27, but if not able to attend, to submit their proxy form to another member club that is attending or to be carried by the President of ROWONTARIO. Proxies will be emailed to all Clubs.

#### **9.3.3 Update - Ontario Erg Championships**

Nancy Storrs announced that the Ontario Ergometer Championships will be held at Ridley Graduate Boat Club on Saturday, March 1, 2013.

#### **9.3.4 Board Strategic planning**

Blacquiere advised the membership that the Board and staff are undertaking strategic planning and will be sending a survey to members to get input into the coming directions for the Association

### 9.3.5 Other New Business

Peter Somerwil, Brock University Rowing Club, asked for clarification on recreation events in regattas and the registration category of the people who participate in these events. Are they sport rowers or competitive rowers? Ventnor noted that there is a lack of alignment amongst the RCA Rules of Racing, RCA/ROWONTARIO registration categories and regatta sanctioning procedures. Ventnor reported that athletes who race in events categorized as U19, U23, Senior or Masters must all be registered as competitive rowers. Both RCA and ROWONTARIO are seized with this issue and it is anticipated that a policy statement will come out in February.

### 9.3.6 Thanks to the Board and staff

Susan Kitchen, CIRA, thanked the ROWONTARIO Board for their work, and the staff for their hard work and passion. She observed that ROWONTARIO is well served. There was a round of applause.

## 9.4 Elections/Aclamations

Blacquiere reported that the slate had been sent to the members as required in the constitution. The positions that were eligible for renewal were: VP Education and Capacity, VP Athlete Development, the Secretary and one Director at Large (DAL). Courtney, Sutcliffe and Hastings agreed to stand for the positions of VP Education and Capacity, Secretary and DAL respectively. There were no nominations for the position of VP Athlete Development and the position will remain vacant. Blacquiere noted to the membership that the structure of the Board is being revised, with a proposed moved towards a policy model with more staff doing the work and volunteers providing policy and direction setting. In the interim, Ventnor will be the point person on athlete development.

## 9.5 Next meeting

The next Annual General Meeting will be November 29 (Training Conference) and 30 (AGM) in Mississauga.

## 10.0 ADJOURNMENT

**MOTION:** (St. Catharines Rowing Club/Leander Boat Club) "To adjourn the meeting at 12:16 PM."

**CARRIED**

Judy Sutcliffe  
Secretary