



Meeting Minutes

Saskatoon Canoe Club AGM

Call to order

The [Saskatoon Canoe Club's AGM](#) was held [by video conference](#) on [April 13, 2021](#). Called to order by President Franny Rawlyk at 1901hrs.

Attendees

President: Franny Rawlyk

Secretary: Lori Mack

Treasurer: Lauren Erickson

Membership Director: Nicole Graham

Recreation Director: Eithan Pillipow

Marathon Director: Edith MacHattie

Equipment Manager-Canoe: John McClean

Equipment Manager-Kayak: Kathleen Weary

Social Director: Tiina Liiving

Member-at-Large: Shannon Klatt

Member-at-Large: Trevor Robinson

Member-at-Large: Richard Rance

General Members in attendance:

Kate Germin

Daryl Sexsmith

Wendy Gareau

Glenn Trowell

Penny Mickelwright

Peter Beug 1924hrs

Dan Beveridge 1941hrs

Jesse Evans 1956hrs

Non-Members in attendance:

None

Executive Members not in attendance

Member-at-Large: Kim Lewis

Approval of Agenda

- **Motion: To approve the Agenda**
- Moves: Edith
- Seconds: Trevor
- Unanimous approval

Resolved: Agenda approved

Approval of minutes

- **Motion: To approve the minutes of April 13, 2020 SCC AGM.**
- Moves: John
- Seconds: Penny Mickelwright
- Unanimous approval

Resolved: Minutes approved without modification.

Reports

President: Franny

The 2020 paddling season had a slower and later start with the spring COVID-19 lockdown. With the help of staff, volunteers and board members we were able to create and implement a strategy that was in compliance with current provincial COVID public health orders that allowed paddlers to get out on the water. Our employees Baxter, John and Lauren worked to ensure equipment was sanitized and kept in good repair. Members were still able to meet for socially distanced paddles and we hosted several small group trips. We received several grants from CKS that helped with the cost of staff and sanitation materials.

We had a total of 777 members in 2020, the majority belonging to the recreation division. While this was down significantly from last year (1637 total members in 2019), We're hopeful that we will see more members return in our upcoming season. We also saw 145 child members!

Interest in kayaking has continued to be a trend so we purchased a few new kayaks and made more space in the boathouse for them.

We trained some board members to be Paddle Canada kayak instructors in order to be able to offer classes for the upcoming paddling season alongside our canoe lessons. We hope to expand our lessons to include beginner, intermediate and moving water courses.

Treasurer: Lauren

We had planned a very aggressive budget for 2020, but due to many factors stemming from COVID-19 the money was not spent. We were very fortunate to receive funding from the federal government through the COVID-19 Emergency Support Fund, managed by SaskSport. We also received several grants from Canoe Kayak Saskatchewan. These grants helped cover the decrease in revenue we saw from decreased membership numbers.

The 2021 Budget is based on a slightly higher membership level than last year. Our budget does show a deficit, but history shows that we have not over-spent in the last several years. If we do go over budget, we have enough cash on hand to cover this deficit.

Transparency within the SCC financials is of utmost importance. Questions regarding the financials are always welcome.

Membership Director: Nicole

Covid-19 restrictions required substantial changes to the day-to-day operations at the clubhouse to ensure the safety of our members, staff, volunteers, and community. The use of club boats and equipment was limited to the hours when staff were working at the clubhouse to ensure proper sanitation of equipment.

Despite these restrictions, 777 people joined for the 2020 paddling season, which represents a 53% decrease in membership from 2019. 63% of previous marathon-only members are returning. 44% of recreation-only members are returning.

Last year members enjoyed discounts at Churchill River Canoe Outfitters, The North Face by Prairie Summit Shop, Coldspring Paddling, CanoeSki, Saskatoon Racing Canoe Club, Classic Outdoors, Eb's Source for Adventure, Outer Limits, Back 40 Wilderness First Aid, and Mackie Physiotherapy. Thank you to these businesses for their generous support.

Due to the increased restrictions and sanitization requirements, the work at the clubhouse increased substantially. 3 staff members worked with numerous volunteers to keep the clubhouse running through the 2020 season. The staff oversaw all day-to-day activities including running orientation

tours, organizing group paddles, sanitization of equipment, maintaining the member database, etc. We wish to extend a huge thank you to the staff and volunteers that helped to ensure that members could still paddle safely.

The 2021 paddling season is approaching fast, and we would like to take this opportunity to thank our members for their ongoing support and patience as we work on the operation plans for the upcoming season.

Marathon Director: Edith

The COVID-19 pandemic really put a damper on Marathon Division activities for the 2020 season. The Division took all government health regulations and guidelines seriously and did not offer official programming however accommodations were made to allow members to paddle. Boathouse staff trained interested members in proper sanitation of club equipment so they could safely paddle and have access to the boathouse outside of staffed hours. This enabled Marathon members to train individually or with members of their household. All boat excursions were recorded with dates/times, names of participants and equipment borrowed in the event that contact tracing was necessary.

Membership was down by about 30% and almost all members were returning members. These members paddled throughout the season with no structured activities.

There were no official group paddles and no races or clinics hosted. No provincial, national or international races were available to club athletes except a few smaller local events such as the La Ronge Eagle Point Classic which ran under provincial limitations (6 boats per event).

No new equipment was acquired. Some minor repairs were done to maintain the club boats.

The Marathon Division received annual funding from SaskSport through Canoe Kayak Saskatchewan and is set up to refresh equipment and provide programming when regulations open up to allow this.

\$7,000 in funds were transferred from CKS which had previously been held in trust; this money will be set aside as self-insurance for the Marathon Division.

The Marathon Division has hopes to resume programming for the 2021 season but will continue to adhere to provincial guidelines regarding the pandemic.

Recreation Director: Eithan

The Recreation Division had a very successful year considering the pandemic which has limited all sport and recreation groups since the pandemic began over a year ago. The employed staff on site became full time to allow the club to fully transition to an employee model of service instead of self-serve. This major change removed the ability for members to use equipment at will, however it was received well. Membership for the division had significantly dropped for 2020. Total memberships were close to that from SCC's 2015 season.

Staff assisted and planned many trips in the 2020 season, permissible due to the lack of strict health restrictions at that time. A total of 11 trips were proposed and planned, and 9 went ahead as planned. Thank you to staff and volunteers for making these opportunities available to the membership.

SCC sponsored lessons were planned for the 2020 season but due to COVID 19 were cancelled. Hearing requests from staff and other interested paddlers, lessons will be planned again for the coming 2021 season.

Huge thanks go out to the support of the Equipment Managers, paid summer SCC Staff, member volunteers, and Executive volunteers for ensuring that the Recreation Division could provide a safe opportunity to exercise and explore the exciting activity of canoeing and kayaking during this difficult time. It would be impossible to provide the club's services without the dedication shown to work within all public health restrictions.

Equipment Manager Canoe: John

The Recreation Division's canoe fleet began 2020 in relatively good shape, and there were no canoe purchases planned for the 2020 season. With organized group activities such as club trips partially or fully prohibited due to COVID-19 precautions for a significant part of the paddling season, there was no urgency to purchase some of the upgrades (e.g. white water float bags and a canoe trailer) that the executive had been contemplating over the winter of 2019-2020. The pandemic also caused major disruptions to the supply chains for many types of paddling equipment. For these reasons and in consideration of the lower membership revenue, we decided to defer these acquisitions to another year.

Given the 72-hour quarantine period mandated for items such as PFDs that cannot easily be disinfected, the club requested all members who were able to bring their own PFDs and whistles when coming to paddle. We purchased some more PFDs so that we would essentially have a four-day supply to support those members who were unable to supply their own PFDs. This system worked well, and a similar process is expected to be in place for 2021.

In addition to their other duties, the boathouse staff completed many small repair and maintenance tasks on the canoes. These jobs included installing skid plates on one boat, many gelcoat repairs, fiberglass patching on one hull, and refinishing thwarts and yokes. A special thank-you goes to the many volunteers who helped move and disinfect boats during peak usage times and who assisted the staff with repair work on quieter days!

Plans for 2021 include a close look at the composition of the canoe fleet along with usage statistics to inform boat purchase selections for delivery in the spring of 2022. We are also continuing to look at options for a new canoe trailer to fit the club's needs.

StorageMart has allowed us to renew our term at a very generous discount to store our canoe trailer and extra boats. We send out a huge thank you to them!

Feedback from members on anything to do with our equipment or its management is always very welcome.

Equipment Manager-Kayak: Kathleen

Thanks to our staff last year our fleet of kayaks is in excellent shape to start off the 2021 paddling season.

Social Director: Tiina

Socializing in 2020 was quite restricted so SCC planned annual events such as the spring Open House in May and the Trip Tales with potluck in October, were cancelled due to Covid-19. Online Trip Tales story telling did not find enough interest or courage: there was only one person sharing her story.

I hope that by 2021 autumn some bigger club events can take place.

Review of Financial Statements and Budget

Review of 2021 budget. Floor opened to questions regarding the budget. None asked.

Review of financial statements for 2020.

- **Motion: To approve the financial statements for the year ended December 31, 2020, as prepared by Chartered Professional Accountant Gabriel Ng.**
- Moves: Trevor
- Seconds: Richard
- Unanimous approval

Resolved: 2020 financial statements approved.

Question regarding the \$7,000 returned to Marathon to be used as self-insurance fund. Trevor gave history of this money. About 20 years ago, there was approximately \$30,000 held in trust for 3 Marathon clubs by CKS. This was for equipment self-insurance. It was decided to self-insure rather than pay yearly premiums. This was now divided between the 3 clubs and returned to them to manage. This is similar to how our Recreation division has \$50,000 in secure investments in case of loss or damage to equipment in lieu of an insurance policy.

- **Motion: To adopt the budget for 2021 as presented.**
- Moves: Kathleen
- Seconds: Eithan
- Unanimous approval

Resolved: 2021 budget adopted.

Accountant Gabriel Ng was consulted in doing a financial audit vs review. He feels it is not necessary to have an audit done at this time. This meets the government requirements with The Non-profit Corporations Act. A financial review is much less costly than an audit by about 60%.

- **Motion: That the SCC, elect not to appoint an auditor for the 2021 fiscal year and rather appoint Gabriel Ng, Chartered Professional Accountant, to conduct a review of the SCC's financial records for 2021 in accordance with section 150(4) of *The Non-profit Corporations Act, 1995*.**
- Moves: John
- Seconds: Kate Germin
- Unanimous approval

Resolved: Motion approved.

Accountant Gabriel Ng has advised the SCC to have a motion indicating that the members accept the board's actions for the upcoming year.

- **Motion: The SCC members accept the actions of the board throughout the upcoming year of 2021.**
- Moves: Lori
- Seconds: Lauren
- Unanimous approval

Resolved: Motion approved

Executive Elections:

All current SCC executives happy to step down if someone is interested in pursuing board positions.

The following positions filled by acclamation:

President: Franny Rawlyk

Secretary: Lori Mack

Treasurer: Lauren Erickson

Recreation Director: Eithan Pillipow

Marathon Director: Edith MacHattie

Membership Director: Nicole Graham

Social Director: Tiina Liiving

Equipment Manager-Canoe: John McClean

The following positions filled by election:

Equipment Manager-Kayak: Peter Beug -unanimous approval

Member-At-Large: Daryl Sexsmith - unanimous approval

Member-At-Large: Trevor Robinson - unanimous approval

Member-At-Large: Shannon Klatt - unanimous approval

Member-At-Large: Kathleen Weary - unanimous approval

Member-At-Large: Richard Rance - unanimous approval

Adjourned

- **Motion: AGM to be adjourned.**
 - Moves: Penny Mickelwright
 - Seconds: Lori
 - Unanimous approval
- Resolved: Meeting adjourned at 2005hrs.

Minutes respectfully submitted by,
Lori Mack

Secretary

Date of approval

Date of approval