



**Skate  
Ontario**

2023

# Annual General Meeting - 2022 Draft Meeting Minutes

September 24, 2022  
Meeting held virtually via Zoom

## **Agenda Item 1 – Call to Order**

- The meeting was called to order at 9:30am ET by Andrea Derby – Chair, Skate Ontario
  - Andrea called the meeting to order and confirmed that the official notice of the Annual General Meeting was distributed electronically and posted to the Skate Ontario website on August 26, 2022 in accordance with Skate Ontario by-law 3.4

## **Agenda Item 2– Verification of Delegates and Proxies**

- The Chair confirmed club and skating school delegates/proxies are confirmed as each delegate/proxy holder signs on to the Simply Voting platform.

## **Agenda Item 3 – Confirmation of Quorum**

- The Chair confirmed the number of clubs and skating schools represented exceeds the 10% required for quorum and that we therefore have a legally constituted meeting.

## **Agenda Item 4 – Approval of Minutes of 2021 Skate Ontario AGM**

- The Chair confirmed that the draft Minutes of the 2021 AGM had been posted for member review with the Notice of Meeting
- The floor was opened for submission of any errors or omissions. None were presented.

**Motion:** That the membership approve the Skate Ontario Annual General Meeting Minutes dated September 25, 2021 as distributed.

Moved: RoxAnne Daignault (Kenora Skating Academy)

Seconded: Kristine Kraemer (Walkerton Figure Skating Club)

CARRIED

## **Agenda Item 5 – Presentation of Reports**

### 5.1 Chair and Executive Director's Report

- Andrea noted that all clubs and schools have had access to the 2021/2022 Annual Report as posted on the Skate Ontario website on August 26, 2022
- Andrea and Lisa Alexander (Executive Director) reviewed highlights of the Annual Report as distributed
  - Andrea noted that while this year started with promising momentum, pandemic lockdowns and restrictions took another toll. She thanked the community for the creativity and dedication that shone through.
  - Andrea shared a number of key highlights including the Rebound to Skating project, the variety of event and seminar offerings, the results of Ontario's high performance athletes and the return of the Skate Ontario Provincial Championships.
  - Thanked all the volunteers and officials who made these activities possible and wished stakeholders the best for the year ahead



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- Lisa referred attendees to the full Annual Report posted on the Skate Ontario website and presented new and notable items
- Club/skating school programs:
  - Thanked clubs and skating schools who engaged in the CanSkate Excellence program – 85 are now recognized
  - Addition of incentives for Achieved and Exceeded club/schools
  - Addition of online physical literacy and skills sessions for CanSkaters with over 100 participants
  - Reviewed the “Rebound to Skating” program for clubs supported by the Ontario Trillium Fund Resilient Communities Fund grant. Reminded participants that the CanSkate commercial for club/school use is still available.
  - Highlighted the two rounds of financial assistance grants provided – one funded by the provincial government and one funded by Skate Ontario
- Provincial Programs:
  - Highlighted the different role for Skate Ontario this year as most skaters were not able to participate in their regular training environment. Provided a blend of virtual and in-person opportunities.
  - Noted the Provincial Development Team camp for over 185 skaters who qualified to attend at Provincials
- Provincial Programs - Coaches:
  - Noted the challenges as we were not able to deliver the courses we would like due to restrictions
  - Thanked the team and coaches who took part in the CanSkate “Lite” and STAR 6-Gold standards sessions as innovative solutions to continue development
- Provincial Programs – Officials:
  - Special acknowledgement of officials as they supported and completed extensive training to support remote officiated event formats
  - Noted the challenges as we were not able to deliver the courses we would like due to restrictions
- Synchronized Skating – Provincial Programs:
  - No discipline had their training impacted as much as synchro teams. Acknowledged the lengths that teams went to to continue to train. Highlighted Skate Ontario virtual programs to assist with engagement.
- Synchronized Skating – High Performance:
  - Acknowledged achievements at Nationals and Worlds
  - Highlighted hosting of ISU World Skating Championships in Hamilton in the face of uncertainty about the ability to hold the event and what the restrictions would be
- High Performance:
  - Noted delivery of Tier 1 and Tier 2 team programs, various training opportunities and training camp for almost 80 skaters delivered in conjunction with provincial level skaters
  - Acknowledged achievements at Nationals and by OHPSI, NextGen and international skaters
  - Highlighted achievements at Junior Worlds (2 medals) and Olympic Winter Games where Ontario had skaters in every event



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- **Events:**
  - Despite restrictions, 28 events including 14 remote opportunities were hosted
  - Hosted first Provincial Championships since 2019
  - Piloted new Bring ON the Fun! event format. Thanked Scarboro and Orillia for their support.
- **Skate Ontario engagement:**
  - Shared the increase in followers and posts across all social media channels
  - Highlighted the new “#3turn3” Friday morning online show focusing on Ontario skaters and support people in the community
- **Club/Skating School Support:**
  - Noted the attendance at townhall updates – over 6500 views
  - Highlighted the Skaters Promotional Contest as a fundraiser. Will continue next year.
  - Noted the delivery of our first ONCA training sessions
  - Thanked the staff and all the club/school administrators for the execution of the provincial government restart grant program. With a very short timeline, over \$600,000 was distributed to 253 clubs/schools to continue recovery from COVID.
- **Recognition and final comments:**
  - Lisa noted the winners of the Skate Ontario awards and the Ontario winners of National awards and congratulated them and all the rest of the nominees on their achievements
- The floor was opened for questions. There were none.

## **5.2 Fiscal 2021/2022 Audited Financial Statements Review**

- Andrea introduced Derek Ventnor (Chief Operating Officer) to present the audited financial statements for the year ended June 30, 2022 as distributed.
- Derek noted that the audited financial statements were posted on September 6, 2022. A webinar was also delivered on September 19th and subsequently posted on the Skate Ontario website for those who wanted a more in-depth review and the opportunity to ask questions.
  - Highlighted the fact that the audit is an unqualified and clean report and that the auditor confirmed all organization controls and processes are well-managed
- Reviewed the Balance Sheet and provided insight on notable items including:
  - Overall, the organization’s position as of June 30 is healthy
  - Noted that the value of our investments are down as a result of market volatility. Their overall net value is approximately \$3.2MM with a very conservative portfolio approach.
  - Noted the significant increase in cash on hand. This is driven by timing with multiple event and coaching course registrations open for activities not taking place until after June 30th. These events were not run last year due to pandemic restrictions.
- Reviewed the Income Statement and provided insight on notable items including:
  - Noted that we have continued to separate one-off COVID supports from other revenues and that these supports are now all finished



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- Registration rebounded better than budget to 91% of pre-COVID
- Noted the loss in investments
- Shared that the increase in expenses directly reflects the increase in activities that we were able to run with less restrictions than the prior year (with three to four more times sport activity)
- The floor was opened for questions:
  - Will the organization see any savings as a result of moving the office to a hybrid work environment?
  - As our lease was up, we considered three options, stay in our current space, move, or give up a physical office. We elected to stay in our current space with a renovation to support a hybrid work model and expand the storage space so that we can eliminate all off-site storage. While this renovation required an investment, over time it will save both money and time as all equipment is now in house.

**Motion:** That accounting firm of Hilborn LLP be confirmed as the auditors for Skate Ontario for the fiscal year ending June 30, 2023.

Moved: Dan Wilkinson (Skate Canada Brampton Chinguacousy)

Seconded: David Islam (Mariposa School of Skating)

CARRIED

## 5.3 Skate Ontario By-laws Updates

- Andrea turned the meeting back to Derek
- Derek shared that both a clean copy and a “track changes” version of the proposed by-laws were posted August 26th along with a briefing note providing an overview of the changes. A webinar was also presented on September 20th and subsequently posted on the Skate Ontario website for those who wanted a more in-depth review and the opportunity to ask questions.
- Derek reviewed:
  - With the new Ontario Not-for-Profit Corporations Act (ONCA) coming into force on October 19, 2021, Skate Ontario wants to become compliant as quickly as possible to position ourselves to assist clubs who must also become compliant
  - Changes presented are largely to become ONCA-compliant and complete some administrative clean up
  - This is the result of an 18-month process involving staff, legal counsel, the Governance Committee and the Skate Ontario Board
- The floor was opened for questions. There were none.

**Motion:** That the membership approve the Skate Ontario By-laws dated June 26, 2022 as distributed

Moved: Linda Kutchaw (Nickel Blades Skating Club)

Seconded: Jennifer Bard (Waterford Tricenturena Skating Club)

CARRIED



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## **Agenda Item 6 – Board Elections**

- Andrea turned the meeting over to Nominating Committee Chair Mary-Rose Weir
- Mary-Rose referenced the 2022 Board Nominations Package posted with the Notice of Meeting
- Thanked all of the candidates for their interest and reviewed the committee's mandate to ensure a full complement of qualified individuals for election to the Board of Directors is in alignment with Skate Ontario's approach to governance as an engaged policy board

**Motion:** That the four (4) individuals nominated as Directors be elected by acclamation as follows: Brent Brandham, Maggie Head, Margie Lambert, Matt MacMurdo

Moved: Mariessa Startek (Hamilton Skating Club)

Seconded: Glenda Cartwright (Fort Henry Heights Skating Club)

CARRIED

- Mary-Rose introduced the 2022/2023 Skate Ontario Board of Directors
  - Andrea Derby
  - Sharon Bollenbach
  - Brent Brandham
  - Lenny Faustino
  - Maggie Head
  - Rachel Islam
  - Margie Lambert
  - Matt MacMurdo
  - Alison Sims
- Mary-Rose turned the meeting back over to Andrea

## **Agenda Item 7 – Termination**

- Andrea welcomed the new Board members and thanked the outgoing Board members for their exceptional service
- Thanked all delegates for their time in attending today's meeting

**Motion:** That the 2022 Skate Ontario Annual General Meeting be terminated.

Moved: Danielle Rose (Richmond Training Centre) at 10:26am ET