

SPEED SKATE NOVA SCOTIA

Annual General Meeting Minutes
July 24, 2014

Opening:

The annual general meeting of Speed Skate Nova Scotia was called to order by Sheila McGinn at 7:00 PM on July 24, 2014 in Halifax, NS. Troy Myers joined the meeting and assumed the chair at 7:15 PM.

Present:

Troy Myers
David McDonald
Laura Channon
Brad Holwell
Carolyn Jarock
Stephen MacMurray
Sheila McGinn
Jonathan McNeil
Dawn Noakes
Andrew Hayes

A. President's welcome

Troy welcomed the participants to the meeting.

B. Approval of Minutes

The approval of the minutes from the 2011 and 2012 AGMs was outstanding and was addressed in addition to the 2013 AGM minutes.

Motion: That the Minutes of the 2011 AGM be accepted as presented.

Moved by: David MacDonald
Seconded by: Jonathan McNeil
Motion carried

Motion: That the Minutes of the 2012 AGM be accepted as presented.

Moved by: David MacDonald
Seconded by: Brad Holwell
Motion carried

Motion: That the Minutes of the 2013 AGM be accepted as presented.

Moved by: Stephen MacMurray
Seconded by: David MacDonald
Motion carried

C. Reports

1.) Director of Officials

David MacDonald presented a written report. He highlighted that we had had one Level I clinic this season at the Valley Club, presented by Roger Cole from NB. He also mentioned that SSC guidelines require a periodic review of the list of officials, with provision for removing officials from the list after a period without active involvement. However, we have added a number of new officials as a result of the meets held in Halifax and the mini-meet in the Valley. There is a need to upgrade more officials to Levels II and III in order to be able to host higher level meets without have to bring in all of the major officials from out-of-province.

Action: David MacDonald

2.) Treasurer:

Sheila McGinn presented the financial reports on behalf of Nancy Devison, who was out of town.

Motion: That the financial reports be accepted as presented.

Moved by: David MacDonald
Seconded by: Dawn Noakes
Motion carried

3.) Progress report on the 2013-2015 Strategic Plan

In addition to the written report submitted, Sheila McGinn highlighted the following items:

Strategy 1, Item 2.1 – the development of a more robust budgeting process has commenced with the establishment of the Finance Committee, which prepared the proposed 2014-2015 Budget.

Strategy 2, Item 3.1 – the registration fees for the Speedy Kids free after-school programs are addressed in the 2014-2015 budget proposal.

Strategy 3, Item 1.1 – we may need to increase our emphasis on athlete recruitment to meet our high-performance objectives.

Strategy 4, Item 4.1 – the Nova Scotia Masters SSC has received a grant to purchase key components of the MyLaps chip-timing system, including the Orbits software and 20

additional timing chips. These will make it possible to run more frequent chip-timed races at the Emera Oval.

4.) Progress report on the Coaching Plan

Sheila McGinn reported that a Coaching Plan was developed in conjunction with the preparation of the Participation Development Funding Submission. This addresses item 3 of Strategy 1 of the Strategic Plan, as well as item 1 of Strategy 2. The plan focuses on two coaching communities, Development and High Performance. Its objectives include the development of sufficient Development Coaching capacity to ensure the long term sustainability of club level programming and to have enough High Performance Coaching capacity to ensure the attainment of high performance objectives. Current gaps have been the lack of a coaching framework, information about coaching capacity and needs, Canada Games coaching, coaching at all development levels, support for coaches in remote locations, and developmental opportunities. The plan includes developing a coaching framework, promoting awareness of club responsibilities with respect to developing coaches, in-depth analysis of needs, and the provision of specific training opportunities. It was noted that while the staffing of the new Coaching Committee is not complete, there was input from the two current members in the preparation of this plan. It was also noted that the last steps in the development of two coaches for the 2015 Canada Winter Games have been taken, and this need has now been met.

5.) Report on the implementation of the new Committee Structure

The new Committee Structure was introduced during the preparation of the Block Funding submission in November. With the rapid growth of the sport following the 2011 Canada Winter Games, the duties of the former specific director positions have become too much for one person to handle. Sheila McGinn reported that:

- The Finance Committee has been struck and includes three members of the Board of Directors as required, though additional members who are not board members could be added if there was an interest. The Finance Committee prepared the 2014-2015 budget proposal.

- The Coaching Committee has been formed, but is not fully staffed. There are members from the NSMSSC and the HRSSC, but not from the other clubs as yet.

**Action: Speedy Kids Oval Program Society
Northside Blades
Valley Speed Skating Club**

- The Officials Committee has not yet been established.

Action: Board of Directors

- The Competitions Committee has not yet been established.

Action: Board of Directors

- The Club and Membership Development Committee has been established and has two members, but has not yet met.
- There have been attempts to form the 2015 Canada Winter Games Committee, but no volunteers have come forward to serve on this committee. It was noted that the Canada Games coaches and team managers need direction from this committee, and in particular need a policy framework for guidance. Jonathan McNeil offered to submit some ideas about matter that need to be addressed in the policy framework.

**Action: Board of Directors
Jonathan McNeil**

There was discussion of who can sit on the committees. It was agreed that only the Finance Committee needed to have Board members among its membership. The Committee Structure document will be amended to reflect this.

Action: Sheila McGinn

6.) Club reports

Written reports were submitted by all clubs except Tri-County.

7.) 2014 SSC Mentor report

Todd Landon submitted a written report.

D. Amendments to the Constitution

A Special Resolution was introduced to amend the Speed Skate Nova Scotia by revoking the current document from 2000, and introducing a new Memorandum of Association and By-Laws based on the models provided by the Registry of Joint Stock Companies. This Special Resolution was circulated to members in advance of the meeting, as required. After discussion of the proposed by-laws, it was agreed to amend clause 19 to change “5%” to “10%”, and to define “member representative”.

Special Resolution: That the constitution and by-laws of Speed Skate Nova Scotia Association be amended as follows:

That the attached “[Speed Skate Nova Scotia Constitution and By-Laws](#)” effective May 13, 2000 be revoked in their entirety and replaced by the attached “[Speed Skate Nova Scotia Association Memorandum of Association](#)” and “[Speed Skate Nova Scotia Association By-Laws](#)” (as amended).

**Moved by: David MacDonald
Seconded by: Jonathan McNeil
Motion carried unanimously**

E. Ratification of the Annual Budget

The Proposed Fee Structure for 2014-2015 prepared by the Finance Committee was discussed. It was noted that there had been no fee increases by SSNS in several years, but that Speed Skating Canada's fees had increased for three consecutive seasons. The original proposal included increases to the Elite, Competitive, Participant to \$10 and Special Event Fees to \$5. No increases were proposed for the Introductory level as this is where our participation development occurs, and for the Associate level, as this is used for coaches and officials and is primarily to cover the cost of insurance for these members. The proposal also included a rate of \$0 for a new class of Introductory membership for free after school programs, with the associated SSC fees to be paid out of Participation funding and not billed through to the clubs.

After discussion, it was decided to also create two classes of Special Event membership, with the current \$1 fee to continue to apply to membership for demonstration events, and a \$5 fee to apply to competitive events such as the marathon.

The revised fee structure is:

Proposed Fee Structure for 2014-2015

	Speed Skating Canada	Speed Skate Nova Scotia	Total fees
Elite	\$50	\$10	\$60
Competitive	\$35	\$10	\$45
Participant	\$15	\$10	\$25
Associate	\$5	\$5	\$10
Introductory	\$5	\$5	\$10
Introductory – Free after school programs	* \$5	\$0	* \$5
Special Event – Demonstration events	\$0	\$1	\$1
Special Event - Competitions	\$0	\$5	\$5

* To be paid out of Participation Funding

There was also a discussion of the Canada Games funding.

Motion: That 2014-2015 budget be approved as amended.

Moved by: Dawn Noakes

Seconded by: Brad Holwell

Motion carried

F. Other Business

1.) Canadian Masters Speed Skaters Association

Sheila McGinn mentioned that the CMSSA would be doing a membership campaign this fall, and that a request will probably be coming to the clubs to distribute the information to their members in the masters (over 30) age class, as well as to Seniors (19+) who may be interested in getting involved in masters programs as they approach that age group.

2.) Long Track Proposal for the 2014-2015 Season

Todd Landon submitted a written proposal for the 2014-2015 season. Clubs should provide their feedback directly to Todd.

Action: Clubs

3.) Bridgewater demonstration events

It was noted that there is an interest in Bridgewater in having some demonstration events this fall, including possibly an 8 week program.

4.) Learn to Speed Skate on the Emera Oval

Brad Holwell advised that the Halifax Regional Speed Skating Club has been organizing the Learn to Speed Skate Program on the Emera Oval for the last few seasons, but may have difficulty doing that this year because of the commitment of their coaches to the provincial Canada Winter Games teams for both long track and short track.

It was noted that HRM provides free speed skating ice time on the oval, and in return certain community-oriented activities are provided by the speed skating community, including the free Learn to Speed to Speed Skate Program, the free after-school programming for children from under-served communities, and the Skate the Common Marathon. In the SSNS strategic plan, responsibility for these activities is assigned to HRSSC (Learn to Speed Skate), Speedy Kids (free after-school programming) and the NSMSSC (Skate the Common Marathon).

The Learn to Speed Skate program was assigned to the HRSSC because it has the greatest coaching capacity, however, this year will be difficult because of the Canada Games requirements. The three clubs should meet to discuss how this need can be addressed because of the special circumstances surrounding the other demands on the HRSSC coaching staff.

**Action: HRSSC
NSMSSC
Speedy Kids**

G. Election of Directors and Officers

The following were elected by acclamation:

President	Troy Myers
Treasurer	Nancy Devison
Director	David MacDonald
Director	Andy Tiffin
Director	Brad Holwell
Director	Laura Channon
Director	Steve Raftery
Director	Sheila McGinn
Director	Stephen MacMurray
Director	Darlene Petite
Director	Charlie Clements

H. Adjournment:

Meeting was adjourned at 9:00 PM by Troy Myers.

DRAFT