



Annual General Meeting Minutes

**Wednesday, November 25, 2020
Virtual Meeting via Zoom**

Meeting called to order @ 7:02 pm. ET
Peter Bradley welcomed everyone to the meeting.

Peter Bradley, Outgoing
President of the Board of
Directors

Peter Bradley asked for a Motion to approve the 2020 Agenda.

Motion: Jay McKinnell
Second: John Pereira
All in Favour - Carried

Peter Bradley asked for a Motion to approve the Minutes of the 2019 AGM of
November 9, 2019.

Motion: Ross Cameron
Second: Graham
Dougall
All in Favour - Carried

Report of the President

Peter Bradley, Outgoing
President

- This past year has been like no other. The pandemic hit Ontario Sailing's operations hard and impacted almost every aspect of what we do. Our Board and our staff rose admirably to a very difficult challenge. Our staff responded in a variety of ways including offering new online training, listening in on many provincial government announcements, webinars and calls and getting legal advice to provide as much clarity to our clubs as possible to provide guidance to them, developing an action plan to preserve cash and reduce expenses considering what would have potentially been a very difficult financial year. We had to cancel our BOOM program and offer refunds to participants. We did everything possible to get our athletes the training and competition that we could. We answered an untold number of queries from our members and other interested parties and did the best possible job to provide the support that our members deserve. We did all of this while working remotely and dealing with the same challenges as the rest of us in our own personal lives. This staff rose to that challenge and I was struck by what a great team we have ... thank you to all of you!
- The Board had a very thoughtful plan this year that went out the window in mid-March. We had planned to do a review and update to our Strategic Plan and a variety of other initiatives. However, in the light of the challenges, this was no longer a good use of scarce resources and therefore we refocused on ensuring that the staff had the necessary resources to support the membership.

- Thanks to Jeff Dejean for his leadership as Treasurer particularly regarding guiding the Board's decision-making when looking at some very difficult financial decisions.
- I would very much like to thank a very good Board. Ontario Sailing was blessed to have you in place to provide leadership through a challenging year.
- Thank you to our members! You were patient with us this past year as Ontario Sailing responded to the pandemic and made some very difficult changes. You were patient with us when we did our best to interpret government measures that continued to evolve daily or weekly. You were also patient with us when we had to deliver bad news; not because we wanted to but because it was our job.
- This is my last report as President. I have enjoyed working with such a talented Board and such a high-performing staff. It has very much been my pleasure to serve and to hopefully bring a few positive changes along the way to Ontario Sailing. Thank you for the opportunity. I will continue to serve as Past President and look forward to providing any help that I can to Ontario Sailing to continue to be successful under the leadership of a new president.

Report of the Executive Director

Glenn Lethbridge,
Executive Director

- All our members need to pat themselves on the back. Ontario Sailing is an organization of member clubs, schools, and camps and we are only as good as our members. Nobody could anticipate what was in store for 2020. Ontario Sailing truly appreciates the partnership with our members.
- There were times that we had to deliver bad news and tell members that they had to do things that none of us wanted to tell you. Everyone listened ... everyone was respectful ... and it really shows the partnership that we have and emphasizes the fact that we are stronger together.
- We have had an amazing Board led by Peter and he will be missed. On behalf of the staff ... thank you very much! And for the Board members that are moving on (Tony, Daina, and Alan) ... you have been amazing to work with. Thanks also to our Past President Mark Searle for his input while Peter was President.
- Thank you to Rick Layzell, CEO of Boating Ontario ... the one thing that COVID did not do was take away the issues of high water. Rick has been working together with Ontario Sailing (as a partner and as a member) and he is our representative on the International Joint Commission looking at improving Plan 2014.
- Thank you to our staff. They are my rock and my foundation at Ontario Sailing ... Cam, Lisa, Krystal, Chris, Laura, and Kathryn. It has been an interesting year ... we have been working from home. They have been able to function and carry through. Thank you.
- Ontario Sailing will be giving back to our clubs. We have had some great support through our Province and the Federal Government, and I am happy to report that we will have a \$50,000 fund to help clubs through different challenges and opportunities that COVID has affected. We decided to take some money that was targeted to Ontario Sailing and use it to give directly to our clubs. More information will be available shortly. We have also been carrying the costs of legal council to help in the interpretation of the COVID regulations.

- Thanks to all those referenced by Glenn and Peter. Also, thanks go out to the Boards and Treasurers from the past. Ontario Sailing has a strong balance sheet, and it was well-positioned to weather the pandemic. A lot of other sport authorities are not in as good a position as Ontario Sailing as they did not have the same foresight and planning in place so when participation fees stopped coming in because events were not running, the fees stopped as well. The fact that Ontario Sailing was able to manage costs and deal with certain revenue hits and at the same time, not have to make any drastic changes just when people in this sport needed a strong provincial organization, is really a testament to those that came before me.
- Ontario Sailing received an unqualified audit report from our independent audit firm of Hilborn LLP on the 2020 financial statement prepared by management and approved by the board. The audited financial statements as of March 31, 2020 are available on the Ontario Sailing website and, if you are interested, you will also find several of the prior years' statements. 2019/2020 was another successful year for Ontario Sailing operationally. Total revenues were \$1,151,061, expenses \$1,142,424, with a small surplus after depreciation of \$8,637. Our largest contributor to revenue was from membership fees, totaling \$329,426. These increased from the previous year as more clubs joined Ontario Sailing. Management and staff are responsible to manage expenses and have operated to plan. Opportunities to improve and deliver programs across the Province are reviewed by management to reduce costs through travel, facilities rental, and collaboration with our Members and Partners. Net assets of \$964,145 were essentially unchanged from 2019. This provides a sound financial base for Ontario sailing manage organizational cash flow and to weather challenging economic conditions when required.
- The COVID pandemic had limited impact on the fiscal year ending March 31, 2020. As described earlier Ontario Sailing's balance sheet was in a sound position at March 31, 2020, provide a good base to navigate the extensive impacts anticipated in 2020 and 2021 due to the COVID pandemic.
- I would like to thank all the Ontario Sailing staff for a successful fiscal 2020, and for their efforts since March as well, managing very difficult conditions since the end of the fiscal year. On the financial side Laura Robson's efforts are particularly appreciated for all her excellent work as our Accounting Manager.

Question: Why can't the year end for Ontario Sailing be changed to coincide closer to the AGM held in November? The financials are almost 8 months old which, in the year of a pandemic, is an eternity?

Answer: Ontario Sailing's fiscal year end is the same as the Province's. To present the financials earlier, Ontario Sailing would have to hold two meetings. The financials are posted on the Ontario Sailing website when completed by the auditors (usually in the early summer). Financially, the bulk of the impact from COVID came after March 31, 2020. Since then, revenues have been down in a couple of areas although membership was strong and there were some decreases in expenses due to programs not running. Government subsidies also helped to offset some of the losses. There won't be a significant impact on our financial reserves through this fiscal year and the Board is actively looking at what our fiscal picture will look like after March 31, 2021 considering that government programs may end and COVID may persist thus impacting our revenues without the same amount of support. We want to ensure that the strong balance sheet that we have now stays that way over time.

- Peter Bradley asked for a Motion to accept the Auditor's Report of March 31, 2020.
- Peter Bradley asked for a Motion to appoint the Auditing Firm of Hilborn LLP as Auditors at a fee to be set by the Board of Directors for 2020/2021.

Motion: Charles Rishor
Second: Bill Frenke
All in Favour - Carried

Motion: Paul Brennan
Second: Ronald Kobrick
All in Favour - Carried

Nominating Committee Report

Mark Searle, Nominating
Committee Chair

- The Ontario Sailing Nominating Committee consists of Past President Mark Searle (Chair), Past President Donna Scott, and Outgoing President Peter Bradley.
- Four Director positions are to be filled at this AGM. Two vacancies are the results of terms ending for Peter Bradley and Daina Morgan. Two additional vacancies are the result of resignations by Tony Bowman and Alan Redfern who have two years and one year remaining on their terms, respectively.
- Having reviewed the applications, the Nominating Committee presents the following slate of directors for election at this AGM:
 - Ron Owston, Reef Boat Club, for a second 3-year term
 - Paul Cairol, Cedar Island Yacht Club, for a three-year term
 - Alexandria Cushing, Maple Leaf Fund, for a three-year term
 - Felicity Rodness, Royal Canadian Yacht Club, for a three-year term
 - Laurie Schroeder-Parkhill, Oakville Yacht Squadron, for a three-year term
- The following directors will remain consistent and continue to complete their terms:
 - Jeff Dejean, Ashbridge's Bay Yacht Club, with one year remaining.
 - Emily Hill, Royal Hamilton Yacht Club, with two years remaining.
 - Corey Glynn, Nepean Sailing Club, with two years remaining.
 - Stephen Brickell, Whitby Yacht Club, with two years remaining.
- Mark asked for a motion to accept this slate for election.

Motion: Mark Searle
Second: Doug Sanderson
All in Favour - Carried

Thank You to the Retiring Board of Directors:

Peter Bradley

- Daina Morgan, Tony Bowman, and Alan Redfern - Ontario Sailing could not succeed without a strong Board. You were all vital in your contributions to the Board. Thank You!!
- Also moving on will be Mark Searle as Past President as I take over that role. He had a steady hand on the tiller of Ontario Sailing for 5 years and was always a source of helpful guidance to me. Thank you for your long service to Ontario Sailing.
- Thank you to all the retiring directors. Thank you to Peter for his energy and efforts as President. To all the retiring directors – we really appreciate your candour, your help, and your support.

Glenn Lethbridge

Peter Bradley welcomed Don Adams, Hugh McGugen and Bob Greenhalgh from Sail Canada to the meeting and thanked them for their ongoing support.

Peter Bradley

Questions:

1. It would have been nice if you had allowed comments to be read by all attendees and thus allow some discussion. Answer: Thank you. We will take that under advisement for future virtual meetings.
2. Will BOOM resume post-COVID? Answer: We have made the decision, for this year, that we are not running BOOM. We have had an initial meeting with host sites and working on a plan to determine how Ontario Sailing can support them with boats, training, etc. to run their own programs. Moving forward, that will likely be the plan for the next couple of years. The Access BOOM program will still operate if we can safely do so. In 2020, we were safely able to run 2 weeks of the program hosted by Etobicoke Yacht Club.
3. Until recently, the Ontario Sailing Annual reports (2004-2016) included 27 pages with lots of good informative reports (approx. 13) and data from different groups and committees compared to 7 pages in the last few years. Why has all this good information from different committees like judges, race management, learn to sail and learn to cruise been removed for members of Ontario Sailing to see? Answer: A lot of information is now in Sail Canada's Annual Report. Much of the information that we provided was supplied by Sail Canada's statistical data. If you look at the Sail Canada Annual Report, it breaks down the information. Their numbers are the best snapshot of what is going on in the province as well as across the country.
4. Will you be running training sessions for new Learn to Sail coaches? Answer: Yes. We have already started online Fundamentals' courses and there will be more to come. Other courses will be posted in the new year.
5. Will there be additional guidance for clubs if COVID continues? While we managed this year, our club would appreciate authoritative interpretation of safety rules, club use, etc. We appreciate Ontario Sailing's efforts and guidance and realize that the information coming from government was far from clear. Answer: We relied on the interpretation of the regulations from legal counsel that is very familiar with the sport world. Ontario Sailing will continue to relay the information as it is presented.
6. Could you speak to the types of activities that are funded in the "Instructor Development Program" budget line? Answer: There are two things within this line ... a series of instructor courses as well as some staff time.
7. For many years, Ontario Sailing used to host a full or multi-day annual symposium offering seminars on varied topics that were of interest to instructors and other members of Ontario Sailing, usually in conjunction with the Annual General Meeting. Does Ontario Sailing have any intentions on offering similar seminars online to keep instructors and other members of Ontario Sailing engaged and informed over the winter months? Answer: Yes. Staff are working on putting together a series of online sessions that will be rolled out in the new year. Boating Ontario is currently running a series of sessions and information is on the front page of the Ontario Sailing website.

Canada had some very high-performing athletes that should have gone to the Olympics this year. The four Ontario athletes that have qualified for the Olympics are Tom Ramshaw, Sarah Douglas, as well as Mariah Millen and Ali Ten Hove in the 49er FX. Congratulations and all the best to them.

Peter Bradley asked for a motion to terminate the meeting at 8:06 p.m.

Motion: Phil Morris
Second: Ron Schute
All in Favour - Carried