



ROWING  
CANADA  
AVIRON

www.rowingcanada.org

**MINUTES  
ROWING CANADA AVIRON  
SEMI-ANNUAL MEETING MINUTES  
JANUARY 31, 2016  
OTTAWA, ONTARIO**

**PRESENT:**

**RCA Board of Directors:**

<b>Position</b>	<b>Name</b>
President	Walker, Mike
Athlete Director	Beare, Jon
Provincial Director	Purcer, Carol
Director	Crooker, Rick
Director	Fitzgerald, Andrew

**RCA Officers:**

Chief Executive Officer	Atkinson, Donna
Secretary	Murdoch, Sid

**Scrutineer and RCA Staff & Scutineers:**

Scrutineer	Kuran, Wes
Manager of Finance	Bell, Kimberley
Finance & Admin Assistant	Nutt, Lauren
Domestic Officer	Derry, David

RCA Members present and in good standing as of the voting registration deadline, 12 noon EST, January 30<sup>th</sup>, 2016:

<u>Province</u>	<u>Member</u>	<u># of Votes</u>	<u>Proxy</u>
AB	Alberta Rowing Association	1	
AB	Calgary Rowing Club	5	
AB	Central Alberta Rowing Club	1	Yes
AB	Edmonton Rowing Club	6	Yes
AB	Lakeland Rowing Club	3	Yes
BC	Brentwood College School	4	Yes
BC	Burnaby Lake Rowing Club	3	
BC	Delta Deas Rowing Club	3	Yes
BC	False Creek Rowing Club	1	Yes

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Member of: F.I.S.A./Membre de F.I.S.A., Canadian Olympic Committee/Comité Olympique Canadien  
Canadian Paralympic Committee/Comité paralympique canadien

BC	Fraser Valley Rowing Club	2	Yes
BC	Inlet Rowing Club (Port Moody, B.C.)	2	Yes
BC	John MS Lecky UBC Boathouse	1	
BC	Nanaimo Rowing Club	3	Yes
BC	Rockies Rowing Club	1	Yes
BC	Rowing British Columbia	1	
BC	Salt Spring Island Rowing Club	2	Yes
BC	South Cariboo Rowing Club	2	Yes
BC	St. Georges School	3	Yes
BC	St. Michael's University Rowing Club	4	Yes
BC	University of Victoria Rowing Club	3	
BC	Vernon Rowing & Dragon Boat Club	3	Yes
BC	Victoria City Rowing Club	6	
MB	Kenora Rowing Club	3	Yes
MB	Manitoba Rowing Association	1	
MB	Pinawa Sailing and Rowing Club	2	Yes
MB	Winnipeg Rowing Club	4	Yes
NB	Fredericton Rowing Club Inc.	3	
NB	Kennebecasis Rowing Club	4	
NB	Rowing New Brunswick Aviron	1	
NL	Labrador West Rowing Club	4	Yes
NL	Rowing Newfoundland	1	
NL	St. John's Rowing Club	2	
NS	Mic Mac Amateur Aquatic Club	3	Yes
NS	North Star Rowing Club	2	Yes
NS	Row Nova Scotia	1	
ON	Argonaut Rowing Club	5	
ON	Barrie Rowing Club	4	Yes
ON	Brock Rowing Club	1	Yes
ON	Brockville Rowing Club	2	Yes
ON	Cambridge Rowing Club	3	Yes
ON	Don Rowing Club	5	
ON	Durham Rowing Club	3	
ON	Guelph Rowing Club	4	Yes
ON	Haldimand Grand River Rowing Club	1	Yes
ON	Hanlan Boat Club	4	Yes
ON	Kingston Rowing Club	4	
ON	Kitchener Waterloo Rowing Club	3	Yes
ON	London Rowing Club	4	Yes
ON	Muskoka Rowing Club	2	Yes
ON	Niagara Falls Rowing Club	1	Yes
ON	Notre Dame Rowing Club	2	
ON	Ontario Adventure Rowing	2	
ON	Ottawa New Edinburgh Club	2	
ON	Ottawa Rowing Club	6	

ON	Queen's University Rowing	2	
ON	Quinte Rowing Club	3	Yes
ON	Ridley College Rowing Club	3	Yes
ON	Ridley Graduate Boat Club	2	
ON	ROWONTARIO	1	
ON	Severn River Rowing Club	1	Yes
ON	South Niagara Rowing Club	4	Yes
ON	St. Catharines Rowing Club	6	
ON	Sudbury Rowing Club	4	Yes
ON	Thunder Bay Rowing Club	2	Yes
ON	Trenton Rowing & Paddling Club	2	Yes
ON	University of Western Ontario Boat Club	2	
ON	Upper Canada Rowing Club	1	Yes
ON	Wellington Sculling Club	1	Yes
ON	Western Rowing Club	2	Yes
PEI	Rowing PEI	2	
PEI	Rowing Prince Edward Island	1	
QC	Association Québécoise d'Aviron	1	
QC	Club d'aviron de la Capitale	2	Yes
QC	Club d'aviron de Montréal - Montreal Rowing Club	5	
QC	Club d'aviron Terrebonne-GPAT	2	
SK	Lloydminster Rowing Club	1	
SK	Regina Rowing Club	3	
SK	Saskatchewan Rowing Association	1	
SK	Saskatoon Rowing Club	3	
Special Association	Canadian Henley Regatta Joint Commission	1	
Special Association	Canadian Henley Rowing Corporation	1	
Special Association	Canadian Indoor Rowing Association	1	
Special Association	Cascadia Regatta Association	1	
Special Association	Central Ontario Rowing Association	1	
Special Association	Dominion Day Regatta Association	1	
Special Association	St. Catharines World Rowing	1	

The 2016 Rowing Canada Aviron Semi-Annual Meeting was called to order by President Mike Walker at 9:00 am EST.

It was noted that this was the second Semi-Annual Meeting and the first held under the regular schedule of Annual Meetings and Semi-Annual Meetings under the new governance structure.

New Director at Large, Andrew Fitzgerald, was introduced. Director Joel Finlay and Director / Treasurer Brian Lamb sent their regrets and could not attend the meeting.

### **New Business:**

The location of the 2017 RCA National Conference will be announced.

### **Memorial Moment of Silence:**

There was a moment of silence in memory of those in the rowing community who had passed away during the year:

- **Bill Dickson** – St. Catharines Rowing Club
- **Bill Tooker** – Brockville Rowing Club
- **Carl Dorland** - Ridley Graduate BC
- **Don "Nip" O'Hearn** - St. Catharines Rowing Club
- **Frank Dwyer** – St. Catharines Rowing Club, RCA National Coach: 1975-76
- **Fred Loek** - Don Rowing Club
- **Greg Romak** - St. Catharines Rowing Club
- **John Marino** – St. Catharines Rowing Club
- **John Snowling** – Umpire, St. Catharines Rowing Club
- **Jon Pearce** - Leander Boat Club and Argonaut Rowing Club
- **Justin Fryer** - Maple Bay Rowing Club, Past-President RCA, Honorary Officer - RCA
- **Liz (Mary Elizabeth) Ikonikov** – Henley Island Helpers
- **Paul Bayliss** - Shawnigan Lake Rowing club, RCA umpire
- **Ross Sherwood** – Shawnigan Lake Rowing Club and Vancouver Rowing Club

### **Notice of Meeting**

The Notice of 2016 RCA Semi-Annual Meeting was read by the Secretary.

## **2. Establishment of Quorum**

### **2.1 Verification of Credentials and Roll Call by the Secretary**

The credentials of the meeting participants were verified as overseen by the Secretary with the assistance of Kimberley Bell, Lauren Nutt, David Derry.

The roll call of members present was recorded by the Secretary in the minutes.

Quorum:

The total number of votes, representing members in good standing, is 289. The total number of votes present at the meeting, in person or by proxy, is 213. Therefore, a majority of voting rights were present and a quorum was verified under Article 5.12 of the By-Laws.

## **3. Acceptance of the Agenda**

MOTION #1: 2016 RCA Semi-Annual Meeting Agenda

Moved by: Don Rowing Club  
Seconded by: Regina Rowing Club

That the Agenda of the 2016 RCA Semi-Annual Meeting be approved.

MOTION CARRIED.

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**4. Identification of the Scrutineers**

- Wes Kuran, Past President CARA, was appointed as Scrutineer for the meeting, assisted by Kim Bell, Lauren Nutt and David Derry.

**5. Reading and Adoption of the Minutes**

MOTION #2: Reading of the 2014 Annual Meeting Minutes

Moved by: St. Catharines Rowing Club  
Seconded by: Dominion Day Regatta Association

That we dispense with the reading of the 2014 RCA Annual Meeting minutes.

MOTION CARRIED.

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MOTION #3: Approval of the 2014 Annual Meeting Minutes

Moved by: Rowing British Columbia  
Seconded by: Burnaby Lake Rowing Club

That the minutes of the 2014 RCA Annual Meeting be approved.

MOTION CARRIED.

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MOTION #4: Reading of the 2015 Annual Meeting Minutes

Moved by: University of Victoria Rowing  
Seconded by: RowOntario

That we dispense with the reading of the 2015 RCA Annual Meeting minutes.

MOTION CARRIED.

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MOTION #5: Approval of the 2015 Annual Meeting Minutes

Moved by: University of Victoria Rowing  
Seconded by: RowOntario

That the minutes of the 2015 RCA Annual Meeting be approved.

MOTION CARRIED.

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MOTION #6: Reading of the 2015 Semi-Annual Meeting Minutes

Moved by: Dominion Day Regatta Association  
Seconded by: Ridley Graduate Boat Club

That we dispense with the reading of the 2015 RCA Semi-Annual Meeting minutes.

MOTION CARRIED.

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MOTION #7: Approval of the 2015 Semi-Annual Meeting Minutes

Revision: The minutes were revised to reflect the year in which the meeting was held, from 2014 to 2015.

Moved by: Don Rowing Club  
Seconded by: Burnaby Lake Rowing Club

That the minutes of the 2015 RCA Semi-Annual Meeting be approved as revised.

MOTION CARRIED.

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## **6. Presentation of Reports**

MOTION 8: Committee of the Whole

Moved: RowOntario  
Seconded: Notre Dame Rowing Club

That the 2016 RCA Semi-Annual Meeting be moved into a Committee of the Whole.

MOTION CARRIED

### 6.1 President's Report

- FISA activities were highlighted including the National Federations meetings held in March and September 2015.
  - Future Olympic events were discussed including gender equality for events and technical changes such as an adjustment of the PARA distance to 2000 metres.
  - Another National Federations meeting will held in March 2016 with further discussion on FISA's proposed changes to rules and events with more opportunity for feedback from the federations.

*There was a question from the floor regarding feedback from the membership on RCA's position on FISA events.*

- President Walker noted that a summary of RCA's response will be posted on the Rowing Canada Aviron website: [www.rowingcanada.org](http://www.rowingcanada.org) - feedback can be provided to the President or CEO.

*There was a question regarding Coastal rowing and if it is being considered by FISA at the Olympic level.*

- President Walker noted that it has been discussed at previous meetings but there is more emphasis by FISA on gender equality at the Olympic level for 2020.

*There was a question regarding feedback from national team athletes.*

- President Walker noted that there are designated athlete representatives, an Athlete Director on the Board and a High Performance Director to keep the athletes informed and involved.
- Also noted, a review of the RCA Rules of Racing will begin 2016, earlier than in past quadrennials, which will provide further opportunities for scrutiny of FISA's proposed changes.
- Canadian Olympic Committee (COC) Meetings
  - President Walker attended the most recent meeting of the COC. Former RCA National Team member *Tricia Smith* was elected as President at the meeting.

## 6.2 Chief Executive Officer's Report

The following summary from the Annual Report was provided by CEO Donna Atkinson:

- The 2015 Pan Am Games Regatta in Toronto was a success that included great medal results from our athletes. We were also pleased to report that 6 RCA umpires were certified as FISA Umpires during the Games.
- Coaching Education: RCA moved forward with its Coaching Education program including the completion of Performance Coach and up-to-date entries for all RCA coaches in the NCCP database. Excellent work was done by RCA staff on this project.
- RCA's Athlete Pathway was completed and provided to the membership. These were major steps going forward and have been considered as best practice by Sport Canada and other national sport's federations.
- National Rowing Championships (NRC): there is a 4 year agreement with Rowing British Columbia under the new NRC format - event to be held at Burnaby Lake.
- Canadian Masters Championships: the Kenora Rowing Club did a great job of preparing for and promoting the 2015 Canadian Masters Championships - it was disappointing that it was cancelled due to the lack of entries. Regina Rowing Club has stepped up as host of the 2016 event. Preparations for the regatta have already begun and we trust our members will support this event at an excellent location, Wascana Lake.
- RCA Strategic Plan: a strategic planning committee has been formed chaired by Director Andy Fitzgerald. It is anticipated that a report will be provided to the members at the next Semi-Annual meeting.

## 6.3 Treasurer's Report

- With the absence of RCA Treasurer Brian Lamb, the CEO noted that the Audited Financial Statement and Auditor's Report were formally approved by the membership at the RCA Annual Meeting in September.
- RCA operated in the past fiscal year on a balanced budget; however, following a depreciation of equipment at year end, a loss of \$48,000 is indicated on the audited financial statement.

## 6.4 RCA Committee on Dues and Fees Report

The Membership Dues and Fees report was reviewed at the RCA Plenary Session on Saturday afternoon. The impact of RCA domestic operations on fees was reviewed.

*There was a suggestion from a member that the Committee on Dues and Fees consider the size of clubs in relation to fees. Many small clubs struggle to pay annual dues and fees - a reduction in fees based on size could assist those clubs.*

George Barkwell, Chair of the 2015 Committee on Dues and Fees noted that the suggestion will be considered by the Committee with the next review.

There was no increase in fees recommended by the Committee. The following is the fee structure for April 1, 2016 to March 31, 2017:

### **RCA Member Fees**

- Provincial Rowing Associations : \$700.00
- Special Associations and Associate Organizations: \$500.00
- Rowing Clubs: \$400.00

### **RCA Participant Fees**

- Competitive Rower: \$50.00
- Sport Rower: \$10.00

## MOTION 9: Out of Committee of the Whole

Moved: Ottawa Rowing Club  
Seconded: Dominion Day Regatta Association

That the 2016 Rowing Canada Aviron Semi-Annual Meeting be moved out of a Committee of the Whole.

## MOTION CARRIED

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## MOTION 10: 2015 RCA Annual Report

Moved: Burnaby Lake Rowing Club  
Seconded: Canadian Henley Rowing Corporation

That the 2015 Rowing Canada Aviron Annual Report be accepted.

## MOTION CARRIED

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## 7. Report from the Committee on Dues and Fees

### MOTION 11: Report of the Committee on Dues and Fees

Moved: Argonaut Rowing Club  
Seconded: Ottawa New Edinburgh Club



That the report of the 2015 Rowing Canada Aviron Committee on Dues and Fees be accepted.

**MOTION CARRIED**

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**8. Amendments to the By-laws – Motion for Ratification**

**By-Law Amendment – Paragraph 6.1**

At the January 2015 Semi-Annual Meeting, RCA's new Bylaws stated in section 6.1 that to be eligible to vote, members must have been registered and be in good standing (and therefore have paid all dues and submitted an annual declaration) before the notice of meeting, **21 days** prior to the meeting. The traditional practice in past years had been to allow Members to declare and register to vote right up to the time of the meeting. A significant number of members attempted to register for the meeting after that deadline.

The Board recognized that this was an issue at the time and wanted to ensure that all members in good standing have the opportunity to vote. The Board, therefore, passed a special resolution before the meeting to allow the President to rule that those members would be allowed to vote. This was agreed by all members present at the Semi-Annual Meeting. The Board also committed to review Section 6.1 with a view to amending the By-law to allow for registration up to a time closer to the meeting date.

As a result, in accordance with Section 25 of the CARA Bylaws, the RCA Board of Directors has by Special Resolution passed the following motion that changes Paragraph 6.1, and will be considered for ratification by the Membership at the 2016 Semi-Annual Meeting:

Moved by Carol Purcer      Seconded,

That Members in Good Standing recorded in the books of CARA at the close of business on the day immediately preceding the day of the Semi Annual Meeting be eligible to cast their allocated votes and that Section 6.1 Member's Votes be changed:

**FROM:**

6.1      Members' Votes

Members in Good Standing recorded in the books of CARA at the close of business on the day immediately preceding the day on which the notice of the meeting is given shall have one vote plus additional votes in relation to the number of their rowers and coaches registered as Registered Participants with CARA in accordance with Section 7 as at the end of the preceding financial year, based on the following formula:

1-25 – no additional vote  
26-75 – 1 additional vote  
76-150 – 2 additional votes  
151-300 – 3 additional votes  
301-500 – 4 additional votes  
501+ – 5 additional votes

**TO:**

## 6.1 Members' Votes

Members recorded in the books of CARA at the close of business on the day immediately preceding the day on which the notice of the meeting is given shall have one vote plus additional votes in relation to the number of their rowers and coaches registered as Registered Participants with CARA in accordance with Section 7 as at the end of the preceding financial year, based on the following formula:

1-25 – no additional vote  
26-75 – 1 additional vote  
76-150 – 2 additional votes  
151-300 – 3 additional votes  
301-500 – 4 additional votes  
501+ – 5 additional votes

*Provided that they have submitted their annual declaration required under paragraph 7.5 and are in Good Standing:*

- a. In the case of the Annual Meeting, by no later than 21 days prior to the date of the Annual Meeting; and*
- b. In the case of the Semi-Annual Meeting, by no later than 12 noon local time at the location of the meeting, on the day before the Semi-Annual Meeting.*

### MOTION 12: Ratification – Paragraph 6.1 Member's Votes

Moved: Rowing British Columbia  
Seconded: Regina Rowing Club

That the membership ratify the amendment to Paragraph 6.1 of the RCA By-Laws as approved by the Board of Directors.

**CARRIED.**

## 9. Other Business

### 9.1 Report and Recommendations – Membership Category Working Group

#### Background

At the January 2014 RCA Annual General Meeting, a motion to better accommodate high school rowers within the existing membership structure led to the formation of the Membership Category Working Group (hereafter the Working Group). After a year of deliberations, it became evident that an all-encompassing review was required to consider all members of the rowing community and how they participate in rowing.

The Working Group, consisting of George Barkwell (Treasurer – ROWONTARIO Ontario and Chair of the RCA Member Dues and Fees Committee), Jennifer Fitzpatrick (Rowing BC, ED), Brian Lamb (RCA Treasurer), and Derek Ventnor (ROWONTARIO, ED) and supported by Rowing Canada Aviron staff, Jen Parfitt and RCA CEO Donna Atkinson, conducted a community-wide consultation. This consultation was to understand the needs of all organisations and understand the motivations and participation patterns of all individuals.

The Working Group believes a thorough and unbiased review of the entire rowing community has been conducted. The Working Group has carefully considered the data from the community-wide consultation in order to provide a new membership model to Rowing Canada Aviron's members and participants. The Canadian rowing community through this community-wide consultation has ultimately shaped this recommended model.

The RCA Membership Category Working Group recommends the following:

1. One base membership fee for each rowing participant.
2. A Competition Fee per ~~entry into~~ participant in an RCA on-water sanctioned event
3. A Supporter Membership for those friends/family/fans/alumni etc. who wish to be part of Rowing Canada Aviron with benefits associated with that membership.

With the membership's general support of this recommendation, Rowing Canada Aviron will have the endorsement it needs to pursue the technology requirements and the proper communication such a structure change would entail in the 2016/2017 fiscal year for full implementation by the start of fiscal year 2018 / 2019.

It was noted that in recommendation number 2, "entry into" was changed to participant in to clarify the thoughts of the Working Group.

#### Motion 13: RCA Membership Category Working Group Recommendations

Moved: Notre Dame Rowing Club

Seconded: Victoria City Rowing Club

That the RCA Membership Category Working Group recommendations be approved.

**CARRIED.**

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The Working Group was thanked for their efforts in submitting this proposal.

It was also noted that RCA's Treasurer will be included as a member of the Membership Category Working Group.

- 9.2 Dates of the next Annual and Semi Annual Meetings:
- RCA Annual Meeting – 5:30 pm PDT/8:30 pm EDT, September 15, 2016 via webinar and teleconference
  - RCA Semi-Annual Meeting – 9:00 am local, January 29, 2017 in Vancouver, British Columbia
- 9.3 Announcement of location of the 2017 RCA National Conference:
- January 26 – 28, 2017 in Vancouver, British Columbia
- 9.4 Tributes
- President Walker closed the meeting by thanking all of the staff and volunteers that supported the Semi-Annual Meeting and National Conference.
  - Debbie Sage was also recognized and thanked for her past service to RCA as a Director-at-Large.

10. Adjournment

- The meeting was adjourned by President Walker at 10:00 am EST.