



ROWING CANADA AVIRON
ANNUAL MEETING
September 21, 2023
at 5:30 p.m. PDT

Via Zoom Conference

MINUTES

Board of Directors:

Carol Purcer, President
Lindsay Bergen, Athlete Director
Fred Enns, Director at Large
Paul Fritz-Németh, Director at Large
Tom Hawker, Treasurer, Director at Large
Dana Thorne, Director at Large
Derek Ventnor, Provincial Director

RCA Staff & Scrutineer:

Terry Dillon	Chief Executive Officer
Sid Murdoch	Secretary
Ren Thompson	Communications Coordinator
Jeff Lay	Scrutineer

The following members in good standing participated in the online voting process and cast their ballots by 12 Noon PDT, September 21, 2023:

Club / Association	Weight
Alberta Rowing Association	1
Antigonish Rowing Club	2
Argonaut Rowing Club	5
ASSOCIATION QUBCOISE D'AVIRON INC.	1
Aviron Knowlton	3
Aviron Lachine Rowing	3
Branksome Rowing	2
Brentwood College School	3
Brock Rowing Club	2
Brockville Rowing Club	1

Burnaby Lake Rowing Club	3
Calgary Rowing Club	5
Canadian Henley Joint Commission Corp	1
Canadian Henley Rowing Corporation	1
Canadian Secondary Schools Rowing Association	1
Cascadia Regatta Association	1
Central Alberta Rowing Club	1
Central Ontario Rowing Association	1
Claremont Sports Institute	2
Club Aviron Terrebonne	3
Club d'aviron de Boucherville	3
Club d'aviron de l'Universit de Montral	2
Club d'aviron de Montral / Montreal Rowing Club	4
Club d'aviron Waterloo	1
Club d'vaviron d'vAlma	2
Collingwood Rowing Club	2
Cornwall Rowing C+B108lub	1
Deep Cove Rowing Club	3
Dominion Day Regatta Association	1
Don Rowing Club of Mississauga	5
Durham Rowing Club	3
Edmonton Rowing Club	4
False Creek Rowing Club	3
Fort Langley Community Rowing Club	3
Fort Langley Youth Rowing Society	2
Georgian Bay Rowing Club	2
Gorge Narrows Rowing and Paddling Club	4
Greater Victoria Youth Rowing Society	5
Guelph Rowing Club	4
Haldimand Grand River Rowing Club	2
Hanlan Boat Club	4
Hatchets Training Centre Inc.	1
Havergal College	2
Kamloops Rowing Club	1
Kennebecasis Rowing Club	3
Kingston Rowing Club	4
Lakeland Rowing Club	2
LaSalle Rowing Club	3
Leduc Boat Club	1
Lillooet Rowing Club	1

Manitoba Rowing Association	1
Maple Bay Rowing Club	3
McGill Rowing	2
Muskoka Rowing Club	2
Nanaimo Rowing Club	3
Niagara Falls Rowing Club	3
North Star Rowing Club	3
Ontario Adventure Rowing	3
Ontario Rowing Association	1
Open Aviron Rowing Coastal Association (OARCA)	1
Orillia Rowing Club	3
Ottawa New Edinburgh Club	3
Ottawa Rowing Club	6
Peterborough Rowing Club	4
Pinawa Sailing and Rowing Club	2
Prairie Fire Rowing Club Inc.	1
Queen's University Rowing Club	1
Quinte Rowing Club	1
Ridley College Rowing Club	2
Ridley Graduate Boat Club	2
Rockies Rowing Club	1
Row Nova Scotia	1
Rowing BC	1
Rowing PEI	3
Rowing Prince Edward Island	1
Royal Military College Rowing Club	1
Salt Spring Island Rowing Club	2
Saskatchewan Rowing Association Inc.	1
St Lawrence Rowing Club	1
St. Catharines Rowing Club	6
St. Catharines World Rowing	1
St. George's School	2
St. Michaels University School	2
Thunder Bay Rowing Club	3
Thunder Rowing Crew	3
Toronto Sculling Club	1
University of Alberta Rowing Team	2
University of British Columbia	2
University of Toronto	2
Upper Canada College Rowing	2

UWO Boat Club	3
Vancouver College	1
Vancouver Rowing Club	5
Vernon Rowing and Dragon Boat Club	2
Victoria City Rowing Club	6
Victoria Rowing Society	1
Welland International Flatwater Centre/City of Welland	1
Wellington Sculling Club	1

a. Call to Order & Territorial Acknowledgement

- President Purcer called the meeting to order at 5:30 p.m. PDT and provided a Territorial Acknowledgement.
- It was noted that 40 participants were in attendance for the zoom meeting.

b. Establishment of a quorum.

- The RCA Board of Directors appointed Jeff Lay as Scrutineer for the 2023 Annual Meeting.
- The Scrutineer stated there were 142 total member clubs and associations in good standing recorded as of the voting registration deadline, 21 days prior to the Annual Meeting – August 31st. Those members carried 322 weighted votes - a quorum is 162 votes.
- 98 members cast their ballots carrying 225 weighted votes; therefore, a quorum was present in accordance with paragraph 5.2 of the CARA By-Laws.

c. Report of the Scrutineer

- notice of the Annual Meeting was sent to all members at least 21 days prior to the meeting;
- adequate explanation of the balloting procedure under the by-laws was provided to all members;
- all members in good standing had the opportunity to cast their ballot;
- ballots were appropriately weighted according to each member’s number of registered participants and coaches;
- Rowing Canada Aviron provided adequate information for members to make an informed decision;
- members only cast their ballot once; and
- voting opened September 1st and closed at 12 Noon PDT, September 20th, 2023.

d. Report of the President and Chief Executive Officer

President Carol Purcer provided the following report:

- a. Reporting at this Annual Meeting covered the affairs of the corporation for the period April 1, 2022 to March 31, 2023

- b. Rowing season highlights and reporting were covered, for the most part, in the Annual Report published in January 2023 for the 2022 calendar year

The following is a summary of activities from February 2023 to present.

A full report on annual activities will be included in the RCA Annual Report published in January 2024 in both French and English.

During these past few years, many facets of our organization have grappled with some significant issues. These issues raised awareness and created opportunities and new understandings of how we can improve. Change is crucial for evolving; it is rarely a smooth journey. I compliment you for your tenacity as we continue to grow and move forward.

One of the opportunities that came from our journey was the unprecedented connection established between the membership and the President! I was able to talk directly with so many of you from across the country, answering your questions, clarifying processes and listening to your suggestions. Now that we have connected, let us continue to communicate! Reach out to me with your concerns or your thoughts. Each member club and association is unique. Acknowledging this uniqueness is part of our planning at RCA. Recently, I have visited Edmonton Rowing Club, Calgary Rowing Club and PEI Rowing Club, three very different clubs but all with the same passion for our sport and a commitment to make things better. We will continue to work with you to grow rowing in Canada. While speaking about clubs, please note that RCA is participating in a research project with University of Waterloo focused on community sport improvement. You will be hearing more about it in the next few months.

In our second year of the Community Sport for All Initiative, we have been successfully funded and fueled great ideas to reach out to diverse populations, introduce them to rowing and move into sustainable membership at clubs. Thank you to the Provincial Rowing Associations and the clubs for working together on this project.

Another opportunity from this journey is reflecting on our governance. I want to thank the current Board members for their commitment and diligence through some unusual times, but it has spawned new ideas and approaches to issues. We are improving our knowledge and skills to improve our processes and strengthen our organization. The wheels of change are in motion. Our Board configuration embraces directors with real skills in administration, law, finance and corporate governance. Skills to lead our sport organization. Also, the RCA Governance and Policy Committee has spent most of this year reviewing our current By-laws and has clarified and aligned them with the Canadian Sport Code that we must comply with by 2025. Our Semi-Annual meeting will be an opportunity to make decisions on the work of the Committee.

While speaking about the Board, I would like to take this opportunity to say thank you to Tom Hawker, our Treasurer. Tom, thank you for your eight-year commitment as a Board Member and your committee work before that point! Your dedication of time as well as your devotion to this organization's success, has been vital as we

moved through COVID and its aftermath financially. As he steps out of the role of Treasurer, he has assured me that he will support us through this big transition. Our National team continues to make an impact on the World stage! Congratulations to our Lightweight Women's Double crew – Jill Moffatt and Jenny Casson, on their fourth-place finish in the World Rowing Championships and for securing a quota spot for the Paris 2024 Olympics! Fantastic work!

Also, congratulations to the Womens 8+ - Morgan Rosts, Cassidy Deane, Avalon Wasteneys, Sydney Payne, Kirsten Edwards, Alexis Cronk, Kasia Gruchella- Wesierski, Jessica Sevick and Kristen Kit for coming fifth in the world and gaining a quota spot at the Olympics as well!

And next year, right after the Olympics, Canada will host the 2024 World Rowing Senior, Under 23 and Under 19 Championships in St. Catharines! The Local Organizing Committee chaired by Bill Schenck are very busy with preparations. For details, go to their website: stcrowing2024.com

In closing, I would like to acknowledge the many volunteers from across Canada for the variety of roles you play to ensure that the sport of rowing continues to grow. I genuinely appreciate the work of our small but mighty staff at the RCA office and the leadership of our CEO, Terry Dillon as we move through these times of change. Let's continue to work together as we address the needed organizational changes as we evolve from good to great.

CEO Terry Dillon provided the following report:

I would like to say a few words about the progress that we have made against our Strategic Priorities

SP #1 - Safe and Inclusive Culture – ABUSE FREE SPORT

We are seeing the value of the Harmonized Safe Sport Framework in terms of consistency of reporting and handling of complaints. We are now fully fledged signatories of Abuse Free Sport with close to 100% compliance regarding consent from our UCCMS eligible participants. Over the next few months, we will be collecting feedback from you on what is working and where we might improve the Independent Complaint process and the Safe Sport framework. Our aim is to simplify and to streamline where we can.

SP #2 - Sustainable and Thriving Clubs and Organizations - PARTICIPATION

We are seeing a bounce back in participation numbers both in terms of registration and participation in regattas – we had 12,000 registrants in 2019 and 11,500 in 2022. What is more exciting is that we had well over 5,000 Canadians pick up an oar for the first time in 2023 – that included 1,500 as part of National Come and Try Day and 4,000 participants from under-represented groups as a result of the community partnerships forged through the Community Sport for All program. Thank you to the many Clubs that created this unprecedented opportunity for our Sport. We look forward to a renewal of CSAI funding and a sustainable low-cost model for allowing community groups to access our sport.

SP #3 - Vibrant and Compelling National Events – EVENTS

It was great to see our regattas filling up again post-pandemic. We welcomed the opportunity to crown Canadian Masters Champions in partnership with the Henley Masters regatta.

We continue with our commitment to Coastal rowing and eagerly await the (twice-delayed) decision about the inclusion of Beach Sprints in the LA28 Games. This is now expected at the end of this month. That hasn't stopped us from continuing to grow the series of events across the country with national qualifying events in Quebec, Ontario, and BC. AND we are excited to be sending a team of 7 athletes to the World Rowing Beach Sprint Finals at the end of the month in the coastal town of Barletta, Italy

The Great Indoors is now a regular feature of our calendar and continues to grow through attracting current rowers as well as those new to our sport. We will be running a national TV ad campaign for this year's event as part of its promotion. I have to mention Susan Kitchen and her team for hosting a successful World Rowing Indoor Championships. AND as we might expect Bill Schenck and his team are working hard as we look forward to the rowing world returning to Canada for the Mega Worlds in St Catharines next year.

SP #4 - Sustainable Success on the World Stage - NATIONAL TEAMS

Supported by Allison Forsyth, we continue to embed the learning from the Culture Review of our High Performance Programs with oversight of the delivery of the recommendations from the Independent Accountability Committee. This is and will continue to be a work in progress.

We were pleased to announce the hire of National Para Lead Taylyr Dickinson. Taylyr has experience in all areas of Para sport, from coaching, and talent identification, through to team management. We are excited to support and see the benefits of Taylyr's leadership of RCA's Para rowing programming.

It has been encouraging to see the success of our NextGen athletes most notable being the 3 bronze medals in LW1x, W8 and LM4x at the U23's in Bulgaria. AND at the World Championships in Serbia, earlier this month, the qualification of W8 and LW2x - we still have work to do and more boats to qualify - lots of learning at the Championships and already seeing plans emerging from the debriefs this week as we head into final qualification for Paris 2024.

SP #5 - Establish a National Training Centre- NATIONAL TRAINING CENTRE

We continue to build out our facilities and local support for the National Team program at the National Training Centre in Quamichan. Those of you attending the NRCs next week will see the on-water improvements, including the start gates and the new docks that have been installed since last year. we're looking forward to some outstanding racing next week and welcoming 250 athletes representing their home provinces and clubs at Quamichan Lake, the home of our National Training Centre.

STRATEGIC PLANNING

We will be heading into a new planning cycle with consultation beginning January 2024 at our National Conference. We will have significant bodies of evidence and data on which to base our choices. We have several years of demographic Membership data from WebReg; regatta participation data from Regatta Central; feedback from the recent Membership Check-In survey; and more detailed feedback

from the Waterloo Project identifying barriers and opportunities for our Clubs. This will be an important conversation with our Membership and the rowing Community. Thank you to the Staff and to my Team Jen Fitzpatrick, Adam Parfitt, and Kim Bell. I couldn't hope to navigate this without their support. AND finally - but most importantly - our operations continue to rely on a huge amount of support from volunteers - that includes our committees, our umpires and events, our programs and not least our Board.

We couldn't do this without you. We look forward to seeing some of you at NRCs next week, and many more of you at the National Conference in Quebec, and in and around our events in 2024. Take Care.

Voting at the 2022 RCA Annual Meeting:

There were 2 questions considered by the membership along with the election of directors.:

e. Annual Financial Statements and Report of the Auditor

Moved: [Aviron Knowlton](#)

Seconded: [Cascadia Regatta Association](#)

[That RCA accept the audited financial statements for the year ending March 31, 2023 as reported on by Grant Thornton LLP, Chartered Accountants.](#)

Treasurer Tom Hawker provided the following report on the financial statements:

The audited financial statements for the Canadian Amateur Rowing Association for the year ended March 31, 2023, were provided for your review and approval.

This is a clean audit report there is no qualification or a scope limitation.

The following as a summary of the year's results:

1. The excess of expenditures over revenue is \$100,665. This is made up of 3 components, first the operational deficiency of \$373,567 which is less than budgeted, second the NTC net contributions of \$256,924 and again on sale of capital assets of \$15,978. Our original deficit was projected to be \$403,287.
2. The gross revenue this year was \$8,204,104 compared to 2022 of \$7,546,125. The substantive difference relates to the Community Sport for All Initiative we received of \$999,000 from Department of Canadian Heritage and then a reduction of Covid-19 Funding of \$213,282. I refer you to notes 12 and 13 for further details.
3. You will see that this year we COC funding of \$370,320, this relates to funding of \$350,000, NSF Enhancement of \$33,570, COC - Petro Points of \$15,000, Mental Health Subsidy of \$41,500.
4. Again, its great to see the return to normal in activity and the membership fees was \$508,231 which is close to pre pandemic level.
5. The Sport Associations and Foundations income decreased \$150,419. The funds received relates to Canadian Sport Center of Ontario of \$79,500 for programs operating there and the Canadian Olympic Foundation of \$65,000 which was \$150,000 in 2022.
6. Donations, events, and fundraising has increased and is composed of Henley Regatta of \$46,344, World Indoor Rowing Championship regatta \$60,094, NRC regatta \$44,173 the Conference \$77,748 and CanAmMex of \$70,898.
7. Competition and Camp Registrations increased by \$195,838 as we started to run camps in late 2022 and had a full year in 2023 fiscal.

8. Interest income reflects the higher rates and our cash levels invested in treasury and savings accounts to maximize the return.
9. The expenses are comparative for Communications, marketing and initiatives, Membership services and High Performance (for HP refer to Schedule 2 page 12, the key factor is the current amortization of \$102,106 of the facilities under lease at Quamichan Lake and the reduction in National Team Athlete support as in 2022 we received \$86,575 of Covid support funds for the athletes).
10. The Governance and National Operations cost (schedule 1) increased due to legal cost and Rubin Tomlinson cultural review of \$116,076 and the special membership meeting and Board face to face meetings which totalled \$27,094.
11. The Domestic Development (schedule 3) increases are due to the Community Sport for All Initiative of \$999,000 and Regatta and events which is primarily the CanAmMex cost of \$125,440, the conference \$71,885 and the World Indoor Rowing Championship of \$69,841.
12. On the Statement of Changes of Net Assets, we transferred \$90,618 from restricted to unrestricted to support the Safe Sport funding shortfall of \$65,618, the Cultural review of \$100,000 (from the Sustainable Organization Reserve) and then provided support to \$75,000 from our Unrestricted Funds to Restricted to fund NTC development cost.
13. Our cash resources declined as we paid out the 2022 Covid Grants of \$375,000 which were in 2022 accounts payable due to timing, invested in the Marigold fitness facility and the NTC totalling \$632,523 (majority coming from the NTC internally restricted funds) and made a deposit for the NTC land of \$250,000. On March 31st we were at \$1,017,572 down from 2022 level of \$2,303,357.
14. Our accounts payable are down by \$297, 374 (reason noted above) and our unearned revenue is back to normal levels.
15. Our fund balances have changed due to the unrestricted being reduced \$127,978 effectively by the deficiency adjusted for amortization (note the amortization was \$209,165), the Internally Restricted reduced by \$396,045 resulting from the NTC expenditures and the transfers from the Sustainable Organization reserve fund and the Invested in Tangible Capital Assets has increased \$423,358 which is the NTC investments and capital assets net of amortization.
16. I also refer you to notes 4, 9 and 11 which details our commitments and offers more detail on the internally restricted funds.

I repeat my comments of past years that we have a dedicated and talented team at Rowing Canada Aviron who are committed to you and the sport of rowing. As I have been your Treasurer for the past 7 years, I would like to express my sincere thanks to our CEO, Manager of Finance and Director of Partnerships and Sport Development for their support during that period.

National Sport Organizations are all facing tough times and its important that we concentrate on our financial well being and build a strong financial base to weather what the future may bring.

MOTION CARRIED

f. Appointment of Auditor

CAROL READS:

Moved: [Cascadia Regatta Association](#)
Seconded: [Aviron Knowlton](#)

That RCA appoint Grant Thornton LLP, Chartered Accountants, as auditors for the year ending March 31, 2024 at a fee to be decided by the Board of Directors.

MOTION CARRIED.

g. Election of Directors:

Under the terms of Section 11 of the RCA By-Laws, the RCA Nominating Committee submitted to the Membership, an initial slate of candidates for the Board of Directors to be elected at the 2023 RCA Annual Meeting.

In accordance with Paragraph 11.6, members in good standing were able to resubmit nominations or submit further nominations for election to the Board of Directors, provided such nominations meet the eligibility requirements set out in Paragraph 9.3 and are received by the registered office of RCA in the form set out in paragraphs 11.7 and 11.8 no later than 30 days prior to the Annual Meeting (August 22, 2023).

We note that the final closing date for further nominations passed and no additional nominations were received.

CANDIDATES FOR ELECTION

Provincial Director to a term to end at the 2026 Annual Meeting: The Provincial Advisory Council nominated Derek Ventnor to this position and Derek has confirmed his intention to stand for election.

In accordance with Paragraph 11.4 of the RCA Bylaws the Nominating Committee endorses the nomination of Derek Ventnor.

Directors at Large (2) to a term to end at the 2026 Annual Meeting: The Nominating Committee conducted an open call for Expressions of Interest and reviewed potential candidates for the positions.

For the **two positions** of Director at Large, **three** candidates were endorsed by the Nominating Committee as noted below (sorted in alphabetical order by last name):

- **MICHAEL BRYDEN** has submitted his intent to let his name stand for election. The Nominating Committee supports the nomination of **Michael Bryden** for election to a Director at Large position based on his expertise and experience.
- **CHARLES MINETT** has submitted his intent to let his name stand for re-election. The Nominating Committee supports the nomination of **Charles Minett** for election to a Director at Large position based on his expertise and experience.
- **DANA THORNE** has submitted her intent to let her name stand for election. The Nominating Committee supports the nomination of **Dana Thorne** for election to a Director at Large position based on her expertise and experience.

Election Results:

For the positions of Director at Large:

Mike Bryden	182 weighted votes
Charles Minett	133 weighted votes
Dana Thorne	125 weighted votes

Mike Bryden and Charles Minett were congratulated on being elected to the RCA Board of Directors.

Dana Thorne was thanked for putting her name forward. Dana's administrative, business and governance skills were a great asset to the board as we navigated through some difficult issues over the past 2 years. We also appreciated her clarity and perspective through an indigenous lens.

President Purcer also acknowledged the recent passing of **Nancy Storrs** – an icon within the rowing community – she will be missed.

Meeting participants were thanked for their attendance and were also invited to attend RCA's National Conference and Semi-Annual Meeting to be held in Québec City from Jan 26th to 28th, 2023. Further information will be provided via e-mail, social media and on our website www.rowingcanada.org.

In closing the meeting, President Purcer noted that September 30th is the *National Day for Truth and Reconciliation*. Our commemoration is a vital component of the reconciliation process.

h. Adjournment

The meeting was adjourned at 6:15 p.m. PDT