



**Ontario Speed Skating Association**  
**Minutes of the Annual General Meeting held May 26 – 27, 2012**  
**at Otonabee Inn, Peterborough, Ontario**  
**Hereinafter cited as AGM-12**

1. Welcome

at 9:30am on May 26, 2012, Graham Wilkins, President, welcomed delegates to the Ontario Speed Skating Association's (OSSA) 2012 Annual General Meeting and called the meeting to order.

Address by Speed Skating Canada (SSC) Board member Jim Elliott, welcomed the group and noted that it was nice to see lots of familiar faces. Noted that he hoped to speak to everyone about governance and a committee investigating the issue this afternoon at the SSC 2.0 workshop.

2. Confirmation of Delegates

A roll call was conducted of the members and voting delegates present. There were forty-one (41) club delegates and five (5) voting directors. Twenty-four (24) votes were needed to have a majority on any subsequent votes.

3. Agenda

**MOTION AGM-12-01:** Moved by, Don Clarke seconded by Sue Townley, that the agenda previously distributed and printed on page six of the reports package for the 2012 OSSA Annual General Meeting be approved.

Discussion regarding adding new items at new business.

Motion Carried.

4. Minutes – 2011 OSSA Annual General Meeting

**MOTION AGM-12-02:** Moved by Doug Flynn, seconded by Desmond Preudhomme that the minutes of the 2011 OSSA Annual General Meeting held on May 14 – 15, 2011 be accepted.

Discussion:

- Would like the minutes to be available sooner, there are action items that need to be considered and they need to be identified shortly after the AGM to ensure there is follow up and action on them.
- Board will ensure the minutes are reviewed at next meeting and that the minutes are posted in July.
- If possible have a vote by email to approve the minutes so that they don't need to be a draft for a year.
- Ensure that we have a clear action list.

Motion Carried.

5. President's Report

- Would like to recognize the efforts of the volunteers, coaches, officials and skaters over the year.
- Would like to make a special recognition for Hugh Morrison and the significant effort he has made doing the electronic timing at meets for many years. There are new volunteers taking over this role, but Hugh's accomplishments are important to recognize as we move forward.
- Noted that at SSC meetings over the past year that we learned that they wanted to significantly increase the fees levels that we pay. Two Ontario Speed Skating Association (OSSA) board members served on a committee to address this issue and help to ensure that the changes made would not be too onerous upon our members and that the fee categories would make sense for our sport.
- Another item that was worked on over the past year was the request that our Association spend more time and money on direct sport support. We determined as an association that we were spending too much staff money on administrative support and not enough on sport development. We began our search in August and did not have much success, but fortunately in our second position posting we were able to attract many excellent candidates including Sarah Leslie who has been a great addition to our staff. This should provide better trained and timelier responses on sport technical matters including coaching, technical bulletins and more.

**MOTION AGM-12-03:** Moved by Dave Hickman, seconded by Marg Oliveira that the President's report be accepted.



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Motion Carried.

6. Marketing Report

- OSSA has been busy this year on sponsorship, publicity, promotion and merchandise.
- Sponsorship:
  - After absorbing an SSC's consultant's advice, provided at the SSC AGM last June, Roger determined that speed skating was a high value sponsorship offer. Due to the Olympics the profile of speed skating was high as well.
  - Roger created a proposal for distribution, developed a target list of companies to approach and solicited sponsorship from them. Unfortunately companies do not respond well to cold calling. Further, when we did get to speak to someone we found that we do not have the criteria that they were looking for.
  - At this time we have not secured corporate support, but we will continue to pursue it.
- Publicity:
  - We had a lot of club news in a lot of reports. Congratulations to the clubs for achieving this coverage – well done! These news articles are compiled by the Executive Director on the OSSA website and it's been well received. For clubs that have not been able to have articles published we can help you find out how to make that happen.
  - Many clubs have also found ways to stream video of races, and we it's not the top notch quality of a national broadcast; it is fantastic to have this opportunity. Again, for clubs that have achieved this, well done. Note that often local television news stations are looking for material so approach them and you may be able to gain coverage on local news.
- Promotion and enabling:
  - We arranged a meeting with the new Minister of Sport in Ontario. Graham Wilkins, Roger Buxton and Jacqueline Deschenes attending this meeting in Toronto with the Minister and some of his staff members. We tried to impress upon him that reducing spending on sports is problematic for our sport and for Ontario. He was not able to make any commitments as the budget for the Province had not yet been passed, but he now has speed skating on his radar.
  - SSC, with the support of Intact insurance, hosted a public demonstration in Toronto in February that was supported by Brampton, Markham, Milton, Newmarket and Toronto. It was a cold day, but many skaters attended from our clubs and lead demonstrations on the coldest day of the winter. Catriona LeMay Doan and Kristina Groves appeared and spoke as well, but unfortunately we could not achieve television coverage.
  - Currently there is a new arena being planned in Markham with over 15,000 seats and Roger is working to ensure that international class competitions could be hosted by this arena by ensuring that they are able to reconfigure the seats and ice surface for speed skating. This would be a single ice surface facility. Figure skating also hosts international level competitions on Olympic sized ice, as well as some other hockey events. It may not be realistic for this facility to install an Olympic sized ice for just speed skating, but hopefully Roger can convince them that it's worthwhile. There was a comment that the goal for this facility is an NHL team and that may create a bigger challenge with this facility. Desmond Preudhomme also commented that perhaps we need to focus on making a speed skating specific facility in Toronto with 3,000-4,000 seats, but we may not be able to achieve that anytime soon.
- On a note separate from Marketing, Roger is working on a project to better automate the process of creating ranking lists and recording personal bests.
- Merchandise:
  - Sales were low this past year, partly due to having only one staff person for most of the season.
  - There is a merchandise sale here this evening between 5-7pm
  - Will also be approaching re-sellers.
- Next year we hope to have a committee – any volunteers in the room?
  - Will continue to solicit sponsors
  - Consider alternative and additional methods such as hiring a person on commission
  - Look into crowd funding and other social networking opportunities
  - Work with Sport4Ontario to improve coverage on major media properties – television and newspaper
  - Looking to expand the OSSA branded apparel options



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**MOTION AGM-12-04:** Moved by Graeme Tickner, seconded by Kosta Hatzis, that the Vice President Marketing Report be accepted.

Discussion:

- Members would like to have a copy of the SSC sponsorship presentation made available and the board will work to obtain permission to distribute it or post on website.
- There is a request to have advertising spots on the website. There is a spot there and we can improve it.
- Be sure to tell sponsors how many visits we have on our site weekly, monthly. Ensure that we support clubs with this information as well.
- The sponsorship package does have information about what coverage you receive depending on how much money you would like to spend. The clubs would like us to share that with them.
- Another option will be to sell specific advertising with a newspaper distribution and putting ad space in this circular. OSSA hopes to produce something similar to distribute to clubs to hand out at events. Will be 8-16 ad spaces available that we will be working to sell over the summer. Will also offer a short time on the website for advertisers. We hope to then work with them to continue the relationship on a longer term basis.
- Generally we target Ontario based companies and those that supply speed skating specifically.
- Gerald Quimette noted that we had a sponsor for the past Provincial Championship could potentially be long term sponsors and we need to let him know what we have to offer.
- There is a lot of inventory still, and while it has been written down in the past, it has not been written down this year.

Motion Carried.

7. Coaches and Officials

- Thank you to Doug Flynn and Blake Morrison for chairing the Officials and Coaches committees respectively.
- Officials Development Committee (ODC):
  - This year the ODC experimented with assigning officials to meets well in advance of all the meets and it worked reasonable well. We hope to do this again next year and Doug Flynn will be keeping a spreadsheet and publishing it early. There will also be an opportunity to request officials on your sanction application and the ODC will make best effort to honour those requests. In some areas where the official is not qualified or the ODC would like to provide an upgrade or mentoring opportunity then we will select someone else. Any clubs that find their officials selections to be cost prohibitive will have support from the committee.
- Coaches Development Committee (CDC):
  - Working to change the application process for coaches and managers attending events out of province and creating ideal ratios for coaches and skaters.
- What we need from clubs is the contact information for your officials and coaches so we can help them attend training and team them up with mentors when needed or requested.

Discussion:

- There was a question regarding the certification for managers – none, is this new, the Manager, Sport Programs is the default team manager.
- A club pointed out that it is important to consider the home club's officials as a priority. This is definitely part of the new sanction process, but the club responded that regardless of a request on a form the home officials should still be considered first. One reason for that in particular is that a club official can invite a parent to see what it's all about and it helps to recruit new volunteers. Doug Flynn mentioned that part of the problem with the Officials assignments is that officials often didn't respond when he contacted them to request their availability for meets. Desmond Preudhomme suggested that an official's coordinator is assigned for each club so that person can be included on official's communications. This way the club can know if their officials are not responding to the ODC. Doug noted that there were a lot of hours spent putting together assignments and that they often change. We do know have a database of officials that we would like to continue to expand.
- To make this process more easy we need to create a process that there is one club contact for each club hosting a



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race that Doug can connect with for their officials.

- Cindy commented that part of the training for meet coordinators teaches them what they need to do, including a section on pre and post-race responsibilities and officials assignments. Another course will be planned and it hasn't been well publicized in the past. In the future we will do a better job advertising these.
- Regarding the coaches' selection there was a comment from Michael Murray to note that a selection process draft was created in the past. Michael also noted that we need to plan coaches training throughout the year, not just over the summer.
- There is a challenge with courses and doing more than one or two per year as they achieve minimum numbers if we schedule too many and the facilitators are not available for more than 3 or 4 weekends.
- Michael Murray would like a more proactive approach from OSSA to find out exactly who wants to attend a course so that we can plan around demand.
- Will Wallace noted that another problem with course scheduling is that SSC is considering changing the courses and that can sometimes be discouraging. It is important to run courses despite a financial loss if we do not meet the minimum number of registrants whenever possible.
- Graham Wilkins noted that we are working with SSC on their proposed changes to try to make it easier to attend trainings and we hope that we can achieve this.
- Josée Bertrand noted that we don't run introduction to competition courses often enough and clubs need to identify who they need to upgrade to what level.
- Clubs would like to see this proactive approach as part of the year end club survey, but put in a specific section requesting information on what upgrades coaches and clubs need. Possibly solicit in the fall as well – this would be best directed at the FUNdamentals Leader level coach so we could then host one in the late fall.
- Marg Oliveira asked for more information regarding the opportunity to challenge the Introduction to Competition challenge pilot. It's looking like there is going to be enough coaches to run this pilot over the summer to see how this program will run.

**MOTION AGM-12-05:** Moved by Will Wallace, seconded by Vince Carruthers that the Vice President Coaches and Officials Report be accepted.

Motion Carried.

The number of voting delegates present changed. There were forty-two (42) club delegates and five (5) voting directors. Twenty-four (24) votes were needed to have a majority on any subsequent votes.

8. Vice President Finance and Administration Report

- Membership
  - Total of 2345 regular members and 2256 ordinary members which will be 7 delegates at the SSC AGM.
  - 26 clubs and Ottawa, Gloucester and Toronto have the highest number of members.
  - Displayed a graph of membership numbers over the past ten years. It demonstrated an uptick each Olympic year and a drop in the subsequent year.
  - Displayed a graph of membership across the country over the past seven years. A clear steady upwards growth is shown for Quebec, Alberta and the Maritimes.
  - The overall effect is that SSC's membership has held steady over the past year.
- Reviewed the draft financial statements.
  - Noted that the auditor has gone through our books, has been very diligent and is looking through some final documents that were recently provided before he can finalize the statements. The auditor has indicated that the amounts on the draft will not change and the final draft should be ready next week. The final draft will then be circulated and voted on via online survey.
  - Reviewed the draft statements:



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- Noted that we received a surplus of \$13, 758 which is significant since we had projected a deficit of about \$8500. Revenues were down, but expenses were also down.
- Revenue was down due to a grant program that ended. Our base grant remained the same despite an expectation that it would be lowered by 15%.
- Revenues reflected a slight drop in membership fees due to slightly decreased membership.
- We were hoping to have \$50,000 in sales and only achieved \$11,000.
- OSSA's major revenues are membership fees and grants.
- Looking forward to achieving better merchandise sales this year with the inventory sell off.
- Expenditures included a slight drop in salaries and benefits due to only one staff member. SSC membership fees were lower due to the change in the membership fees categorization and fewer clubs registering competitive members as they were not required to. This is expected to change for 2012-13.
- Requested a breakdown between audit and legal – auditor fees are \$8,700 and legal was approximately \$11,000. This is down from \$50,000 last year. The amount was high last year due to the negotiation of a settlement with a former employee. This legal issue had gone back to 2007 and is now resolved. We expect this amount to be even lower next year.
- Other technical revenues and expenses is mostly flow through for national competitions for meet entries and banquet tickets and items like that for when meet hosts require branch payment. One member suggested that perhaps entry fees should be their own category. Will look into breaking it down better in future.
- A member inquired about licencing our logo, but currently no one is licensed to reproduce it.
- Major expenses are salaries and technical expenses followed by audit and legal expenses and then SSC fees.
- Reviewed the operating funds. The first is a special operating or reserve fund. There is a small expense in the capital equipment fund for office furniture and new timing equipment. There was no change in the Canada Winter Games fund or the trust fund.
- Reviewed the balance sheet including the changes in each category year over year. Our net worth has increased over last year. Reviewed a chart to demonstrate net worth since 2005 and that while there was a significant drop in 2006 we are now back to the number we had achieved in 2005.

**MOTION AGM-12-06:** Moved by Stephen Arnold, seconded by Beth Wismer that the Vice President Finance and Administration report be accepted.

Discussion:

- A couple of clubs wanted to know how to access the trust fund. OSSA doesn't really have a program for that. OSSA also wants to ensure that the bulk of the money that is in that fund from a club that folded is available for that community to restart should they ever want to.
- Marg Oliveira believes that the trust fund is quite old and wanted to know how it is managed and who is authorized to withdraw from it and who is authorized to make decisions about it. There is a page determining exactly how the trust fund is to be used. We will make this information available in the information manual.
- Cindy Van Lierop noted that the part of the trust fund that is from a club should actually be its own separate fund. The problem with having a separate fund is how long you keep it available for that club.
- Don Clarke noted that we don't have a clear understanding of this trust fund and suggested that we need to do some research on the funds and create policies around both the trust fund and club fund should they not exist.

Motion Carried.

**MOTION AGM-12-07:** Moved by Steve Arnold, seconded by Vince Carruthers, that Graham Mathews be our auditor for the 2012-2013 season.

Motion Carried.



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9. Amendments

**MOTION AGM-12-08:** Moved by Stephen Arnold, seconded by Sandra Boulter-Vallée that the amendment to Article 7.02 of the By-Law, found in Appendix A, be accepted.

Discussion:

- Desmond asked for the history regarding this item. Michael Murray commented that it was related to clubs voting. Directors only represent themselves and not groups of athletes formed as clubs.
- Noted that this is only for elections, not for any other vote.
- The concern is that the Board could skew or stack the vote.
- Why do we have two standards, one for regular votes and one for elections? Perhaps we need to have one way or another.
- Michael Murray commented further that the Board is responsible to the clubs, clubs have the opportunity to vote in the board and there used to be about 9 or 10 board members and there were only about 15 or 20 club votes, so in the past the board held a significant portion of the votes. Since the board reports to the club the election is the chance for the club to choose who represents them it made sense to prevent them for voting on that specific item.

Motion Defeated.

**MOTION AGM-12-09:** Moved by David Stewart, seconded by Graeme Tickner, that the amendment to regulation #12.04.3 of the By-Law, found in Appendix A, be accepted.

Discussion:

- There were no volunteers for this position in the past season. Plan to actively recruit this season should no volunteers step up.
- Process for election of this position is in the information manual, but we have not required an election in the past.
- There seems to be interest in ensuring that it is clear who can vote on this.
- 16 is a minimum age, but there is no maximum. In the past this was voted on during the first meet of the year to ensure that the skaters choose, not volunteers.
- Cindy Van Lierop suggests that we be more proactive in soliciting these volunteers from the skaters. It was also voted on in the past at camps.
- Allen McGuire also noted that we are not actively engaging the skaters and we need to do a better job of doing that. Perhaps have forums for skaters to meet rather than asking them to call into a meeting.

Amendment proposed by Mark Miyasaki, seconded by David Stewart, to remove the term “active competitor” and replace it with registered ordinary member.

Motion Carried.

**MOTION AGM-12-10:** Moved by Stephen Arnold, seconded by Josée Bertrand that the amendment to #12.06 of the By-Law, found in Appendix A, be accepted.

Discussion:

- Noted that it was 72 days as opposed to an actual date due to the way similar bylaws are written.

Motion Carried.

**MOTION AGM-12-11:** Moved by David Stewart, seconded by Janique Gagnon that the amendment to regulation B10.02 of the Information Manual, found in Appendix A, be accepted.

Discussion:



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- It is listed in the sanction package, but now we will make it a rule.
- Cindy Van Lierop noted that the meet coordinator cannot be held responsible for this if they are not made aware of the injury. Need to make all parents aware of the injury forms and the medical assistance available onsite.

Motion Carried.

**MOTION AGM-12-12:** Moved by David Stewart, seconded by Beth Wismer that the amendment to Annex B10 of the Information Manual, found in Appendix A, be accepted.

Discussion:

- What defines an “OSSA” camp? We don’t have a definition, and we don’t need an “OSSA” camp, we want to help all camps run. Nothing in the rules forces us to require it be an “OSSA” camp.
- OSSA has taken a leadership role by helping to provide or find volunteers, funding and coaches.
- There are no requirements for to define a camp at this time.
- Jackie Deschenes noted that this is about restricted financial risk to OSSA, not restricting funding to camps.
- There needs to be better criteria on how this money can be spent by camps and this needs to be developed over the next years.
- Noted that the deadline of before the AGM and 60 days before the camp are conflicting.

Motion to table by Don Clarke, Seconded by Marg Oliveira.

Break until Sunday.

Resume Sunday at 9:00am

A roll call was conducted of the members and voting delegates present. There were thirty-eight (38) club delegates and five (5) voting directors. Twenty-two (22) votes were needed to have a majority on any subsequent votes.

**MOTION AGM-12-13:** discussion continued.

Amendment proposed by David Stewart, seconded by Doug Flynn that Annex B10 be changed to “OSSA will support the operation of speed skating camps hosted by any affiliated club by providing funding grants. Grant applications are due by July 1<sup>st</sup> each year and funds will be awarded at the discretion of the Board of Directors. OSSA will set the total amount of funds available for camps each season at the Annual General Meeting as part of the annual budgeting process. All camps must be sanctioned by OSSA. The sanction fee for camps is \$0.00”.

Discussion:

- Can the camp know the amount of funding before they run the camp? No.
- We need to set criteria for this – to do for next year
- Check budget wording

Motion Carried.

**MOTION AGM-12-14:** Moved by David Stewart, seconded by Vince Carruthers that the amendment to Annex A1 of the Information Manual, found in Appendix A, be accepted.

Motion Carried.

**MOTION AGM-12-15:** Moved by David Stewart, seconded by Dale Coolidge that the amendment to Annex A2 of the Information Manual, in Appendix A, to add vice chairs to the technical committee and include position descriptions, be accepted.



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Motion Carried.

**MOTION AGM-12-16:** Moved by David Stewart, seconded by Janique Gagnon that the amendment to Annex A2 of the Information Manual, found in Appendix A, removing the position description of office coordinator be accepted.

Motion Carried.

**MOTION AGM-12-17:** Moved by David Stewart, seconded by Mike Murray that the amendment to Annex A2 of the Information Manual, found in Appendix A, adding the position description of Manager Sport programs, be accepted.

Discussion:

- Members are very pleased to have this position filled.

Motion Carried.

**MOTION AGM-12-18:** Moved by Stephen Arnold, seconded by Vince Carruthers, that the amendment to Annex A4, of the Information Manual, found in Appendix A, be accepted.

Discussion:

- Participants can always switch categories during the year.
- If mini-meets are sanctioned to all members need to be registered as competitive members. Need to ensure that all parties are aware of what meets are sanctioned and which are not to ensure members are registered in the correct categories.
- Now that the definitions are changing back, there will be an increase of \$20 for some members who will now have to register as competitive again.
- Perhaps SSC can change the member definitions to include recreational skaters as FUNdamentals skaters.
- Where is the maximum price that you are charging for Fundamentals entry fee? The fee listed is a maximum, you can charge whatever suits your event. The sanction fee has a lot of flexibility between ½, one day and two day events.
- The financial viability of hosting a one day or two day meet may change due to the potential of reduced number of skaters at meets. We can call them a platinum meet so that we can ensure clubs aren't losing money this season. We also need clubs to tell us what they need so we can adjust well over the year and plan for the future.

Amendment proposed by Don Clarke, seconded by Janet Mason, that the introductory member fee be changed from \$25 to \$10. Amendment carried.

Amend proposed by Cheryl Wilson, seconded by Desmond Preudhomme, that the one day and two day maximum entry fee per individual be increased by \$20.

Discussion on proposed amendment:

- Is \$20 enough of an increase? There is some concern that we will have to replace \$4000 of revenue with fewer skaters attending a meet. Toronto feels that they could host at those rates.

Amendment carried.

Discussion continued:

- Mike Murray noted that club affiliation is not proportional per skater between smaller clubs and larger clubs, smaller clubs pay more per member for affiliation.

Motion Carried.





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**MOTION AGM-12-19:** Moved by Patti Pokol, seconded by Dave Hickman that the amendment to B9.09 of the Information Manual, found in Appendix A, be accepted.

Discussion:

- The criteria is in place and lines up with the SSC awards.
- This will give the OSSA staff the opportunity to present a full slate of candidates for various awards throughout the year.

Motion Carried.

10. Vice President Technical Programs report

- Ontario represented itself well at the various national events that we participated in outside of the province.
- The Technical Committee has put a lot of work into the bulletin that has been proposed.

**MOTION AGM-12-20:** Moved by David Stewart, seconded by Ron Richards that the Vice President Technical Programs report be accepted.

Motion Carried.

11. Approval of Club Reports

**MOTION AGM-12-21:** Moved by Will Wallace, seconded by Dennis Vogt that the Club Reports be accepted.

Discussion:

- Graham Wilkins noted that it can be hard for board members to attend all the meets, if they are at meets then other OSSA jobs have to be set aside.
- Please contact us any time you have problems or questions. We can't correct things we don't know about.

Motion Carried.

12. New Business

**MOTION AGM-12-22:** Moved by Vince Carruthers, seconded by Graeme Tickner that OSSA create a safety Task Group to work under the Officials Development Committee. The task group would include members from various affiliated clubs. The group would investigate the topic of safety, including concussions, with a provincial perspective with the goal of creating and implementing a plan to identify methods to promote safety and reduce the risk and impact of injury.

Discussion:

- This is not just about concussions, but safety.
- Does this need to be under the Officials Development Committee's purview? It works well as it often is related to rules at meets.
- We do not want to make this a permanent group as yet, but see how it develops and then change it's function or permanency as needed.
- Is there a timeline for striking this committee? Yes, if we pass this motion, they will start working on it immediately.
- Note, we would like clubs to identify who in their member group would be interested in participating in this committee. Contact OSSA or Vince Carruthers.

Motion Carried.

- Question from Ron Richards, when someone gets a blade puncture on a skate some officials interrupt the race immediately and some don't. Ron suggests that all officials should stop the race immediately and that those that don't need to be re-trained. Doug Flynn noted that the officials often work as a team to watch for these accidents and try to help the referee to



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notice them.

- Will Wallace – if the technical bulletin proceeds as it is currently written will the committee provide guidelines to the officials about how to officiate the new competition structures. Yes, this is part of the plan. Will have documentation and conference calls available. Marg Oliveira noted that it is also the coaches' responsibility to have the latest ISU/SSC/OSSA rules available for their use at meets. It is all free and downloadable.
- Patti Pokol wants clubs to recognize that anyone volunteering in your meets, from food service volunteers to on ice stewards, must be registered members. If they are only going to volunteer for one event they can be a special event member. Once they sign to be a member they are considered registered, even if you don't get them online immediately.
- Regarding the new race structure, members wanted to ensure that skaters from out of province will be required to follow the same rules and restrictions regarding ages as our members and this is the case.
- There is some concern about birth dates being posted as part of ranking lists and in meet management files. Ron Blackwell is suggesting that birth dates are only stored in the SSC database and are not shared anywhere else. Dave Hickman agreed that we need a policy regarding privacy and this should be covered as a part of that policy. Other provincial associations block names of players and in OSSA you can see names and birth dates. Ensure the provincial law is followed – it is about to be more restrictive. Confirm that SSC is following the federal law.
- Will Wallace noted that clubs are struggling with police background checks. OSSA does have a policy for provincial volunteers that clubs can adopt and we suggest that each club has one. The requirements for background checks are different in every municipality – ensure you are aware of what your community needs.
- Reminder, each club needs to send their one page draft response to the technical bulletin to Sarah Leslie by June 12<sup>th</sup>.

### 13. Elections

The number of votes was thirty-eight (38) club delegates. Twenty-three (23) votes were needed to have a majority on any subsequent votes. Note, this is a two-thirds majority.

Nominations committee: Desmond Preudhomme acted at the chair, additional support by Graeme Tickner & Diane Simpson.

Slate of candidates presented:

**Vice President Finance and Administration** (two year term): David Hickman

**Vice President Coaches and Officials** (two year term): Patti Pokol

**MOTION AGM-12-23:** Moved by Don Clarke, seconded by Anne Marie Malcolm, that the slate of candidates be accepted to form the OSSA Board of Directors.

Motion Carried.

Note:

- We have had a member make it known that she will volunteer for the Vice President of Development position.

**MOTION AGM-12-24:** Moved by Stephen Arnold, seconded by Patti Pokol, that the 2011 – 2012 financial statements be accepted.

Motion Carried.

Note:

- This vote was completed electronically via online survey following the meeting once the final audited financial statements were available.

**MOTION AGM-12-25:** Moved by David Stewart, seconded by Patti Pokol, that the meeting be adjourned.

Motion Carried.



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**Attendees - Ontario Speed Skating Association Annual General Meeting**

(V) = Voting Delegate

Name	Club	May 26	May 27
Mike Allen	Barrie	(V)	(V)
Sarah Beynon	Barrie	(V)	(V)
Sandra Boulter-Vallée	Brampton	(V)	(V)
Anne-Marie Malcolm	Brampton	(V)	(V)
Vince Carruthers	Cambridge	(V)	(V)
Mark Miyasaki	Cambridge	(V)	(V)
Marg Oliveira	Cambridge	(V)	(V)
Mariska Vergeer	Cambridge	(V)	(V)
Dale Coolidge	Clarington	✓	✓
Ron Richards	Clarington	(V)	(V)
Cheryl Wilson	Clarington	(V)	(V)
Mary Kay Boase	Durham	(V)	(V)
Josee Bertrand	Gloucester	(V)	(V)
Janique Gagnon	Gloucester	(V)	(V)
Allen McGuire	Gloucester	(V)	(V)
Dennis Vogt	Gloucester	(V)	(V)
Julie Harley	Hamilton	✓	Absent
Michael Murray	Hamilton	(V)	(V)
Dave Mullings	King	✓	✓
Saya Mullings	King	(V)	(V)
Don Clarke	Kitchener-Waterloo	(V)	(V)
Doug Flynn	Kitchener-Waterloo	(V)	(V)
Doug Gibbons	Kitchener-Waterloo	(V)	(V)
Dave Hickman	Kitchener-Waterloo	(V)	(V)
Kent Cunningham	London	(V)	(V)
Janet Mason	London	(V)	(V)
Cindy Van Lierop	London	✓	✓

Name	Club	May 26	May 27
John Van Lierop	London	✓	✓
Nicole Van Lierop	London	✓	✓
Nicholas Beck	Markham	(V)	(V)
Ron Blackwell	Markham	(V)	(V)
Lisa Liew	Markham	✓	✓
Diane Simpson	Newmarket	✓	✓
George Simpson	Newmarket	(V)	(V)
Marion Chase	Ottawa	(V)	(V)
Kosta Hatzis	Ottawa	(V)	(V)
Celeste Peixe-Bouma	Ottawa	(V)	(V)
Sue Townley	Ottawa	(V)	(V)
Simon Barker	Peterborough	(V)	(V)
Dave Clements	Quinte	(V)	Absent
Beth Wismer	Quinte	(V)	Absent
Barb LeBlanc	St. Lawrence	(V)	(V)
Gerald Ouimette	St. Lawrence	(V)	(V)
Desmond Preudhomme	Toronto	(V)	(V)
Jeanne Preudhomme	Toronto	(V)	(V)
Graeme Tickner	Toronto	(V)	(V)
Will Wallace	Toronto	(V)	(V)
Stephen Arnold	OSSA	(V)	(V)
Roger Buxton	OSSA	(V)	(V)
Jacqueline Deschenes	OSSA	✓	✓
Sarah Leslie	OSSA	✓	✓
Patti Pokol	OSSA	(V)	(V)
David Stewart	OSSA	(V)	(V)
Graham Wilkins	OSSA	(V)	(V)



## APPENDIX A – PROPOSED AMENDMENTS

### VOTING DELEGATES AND VOTES

DOCUMENT TO BE AMENDED (i.e. By-law): By-Law No. 6	
SECTION HEADING: Article 7: Voting Delegates and Votes	REGULATION #7.02
TITLE:	
EXISTING REGULATION (EXACT WORDING)	
7.02 - Each Director, save and except a Director who is the Chairperson of a Meeting of Members, shall be entitled to one (1) vote on each question or resolution at such Meeting of Members save and except:  (a) A resolution with respect to the election of any individual as a Director and/or officer of the Association.	
PROPOSED AMENDMENT (EXACT WORDING)	
7.02 - Each Director, save and except a Director who is the Chairperson of a Meeting of Members, shall be entitled to one (1) vote on each question or resolution at such Meeting of Members.	
RATIONALE	
In our democracy, elected representatives get to vote in a subsequent election in which they are a candidate and hence the directors should be permitted to vote as well.	
DATE SUBMITTED: March 14 <sup>th</sup> , 2012	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: MARCH 14 <sup>TH</sup> , 2012	



### SKATER REPRESENTATIVES

DOCUMENT TO BE AMENDED (i.e. By-law): By Law #6	
SECTION HEADING: Committees	REGULATION #:12.04.3
TITLE:	
EXISTING REGULATION (EXACT WORDING)	
12.04.3 - The active competitive skaters who are Ordinary Members and Independent Members shall elect an Ordinary Member who is an active competitive skater or an Independent Member who is an active competitive skater to be the Skaters' Representative. The Skaters' Representative so elected shall be a member of the Technical Committee and hold office from the termination of the meeting at which he/she is elected until the next Annual Meeting or until his/her successor is elected or appointed.	
PROPOSED AMENDMENT (EXACT WORDING)	
12.04.3 - The active competitive skaters who are Ordinary Members and Independent Members shall elect <b>two (2)</b> Ordinary Members who <b>are</b> active competitive <b>skaters to be the Skaters' Representatives, one (1) for short track and one (1) for long track.</b> The Skaters' Representative so elected shall be a member of the Technical Committee and hold office from the termination of the meeting at which he/she is elected until the next Annual Meeting or until his/her successor is elected or appointed.	
RATIONALE	
To ensure that both disciplines are fairly represented.	
DATE SUBMITTED: March 14 <sup>th</sup> , 2012	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: MARCH 14 <sup>TH</sup> , 2012	



### NOMINATION COMMITTEE DEADLINES

DOCUMENT TO BE AMENDED (i.e. By-law): By – Law #6	
SECTION HEADING: Committees	REGULATION #: 12.06
TITLE:	
EXISTING REGULATION (EXACT WORDING)	
12.06 - The Nominating Committee shall: <ul style="list-style-type: none"><li>• consist of three Ordinary members of the Association appointed by the Board subsequent to the Annual General Meeting (AGM) but in any event not later than the January 31<sup>st</sup> following the AGM,</li><li>• prepare a list of candidates for vacant offices,</li><li>• accept any written nominations for elected offices,</li><li>• make recommendations to the Board of individuals to fill vacancies in the offices, on the Board, or on any committee.</li><li>• conduct by ballot the Election of Directors, and,</li><li>• record the results of the ballot in the minutes of the meeting.</li></ul>	
PROPOSED AMENDMENT (EXACT WORDING)	
12.06 - The Nominating Committee, <b><i>with the assistance of the secretary</i></b> , shall: <ul style="list-style-type: none"><li>• consist of three Ordinary members of the Association appointed by the Board subsequent to the Annual General Meeting (AGM) but in any event not later than <b><i>seventy-two (72) days before the AGM</i></b>,</li><li>• prepare a list of candidates for vacant offices,</li><li>• accept any written nominations for elected offices,</li><li>• make recommendations to the Board of individuals to fill vacancies in the offices, on the Board, or on any committee.</li><li>• conduct by ballot the Election of Directors, and,</li><li>• record the results of the ballot in the minutes of the meeting.</li></ul>	
RATIONALE	
The current date is too early for many members to know for certain that they will be attending the Annual General Meeting. This new date provides a better opportunity to fill the committee.	
DATE SUBMITTED: March 14 <sup>th</sup> , 2012	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: MARCH 14 <sup>TH</sup> , 2012	



## INJURY REPORTS

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Post Competition Administration	REGULATION # B10.02
TITLE:	
EXISTING REGULATION (EXACT WORDING)	
B10.02 The Meet Co-ordinator of any OSSA sanctioned meet shall forward copies of: results (2 copies), special procedures (if applicable), and official lists, along with any supporting documents to the OSSA office within ten (10) days after the competition. Whenever application is made to SSC for new Canadian records, Meet Co-ordinators shall forward the original documents needed to process said applications to SSC, and send photocopies of these same documents to OSSA for processing Ontario records.	
PROPOSED AMENDMENT (EXACT WORDING)	
B10.02 The Meet Co-ordinator of any OSSA sanctioned meet shall forward copies of: results (2 copies), special procedures (if applicable), official lists <b>and injury reports</b> , along with any supporting documents to the OSSA office within ten (10) days after the competition. Whenever application is made to SSC for new Canadian records, Meet Co-ordinators shall forward the original documents needed to process said applications to SSC, and send photocopies of these same documents to OSSA for processing Ontario records.	
RATIONALE	
When there are injuries at a sanctioned event, clubs will fill out the reports but not all include them in the post event package. This will just remind the clubs to include those documents.	
DATE SUBMITTED: March 14 <sup>th</sup> , 2012	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: MARCH 14 <sup>TH</sup> , 2012	



**TRAINING CAMP**

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Training Camps	REGULATION #: Annex B10
TITLE:	
EXISTING REGULATION (EXACT WORDING)	
<p>1 OSSA will take a leadership role in the operation of training camps and make it clear to the membership that the hosting of summer or other camps is open to any member club and that the question of who and where will be determined each year prior to the AGM. The OSSA board will lead the facilitation and organization of these camps in conjunction with the hosting club, and with the help of the technical, officials, and coaching committees to provide instruction at camps, clinics to be held in conjunction to camps, and monetary assistance to the hosting club in the form of a grant up to \$3,000 depending on the requirement. Also, additional support for coaches and officials, will be provided to help cover the costs of facilitators, travel and accommodation arrangements. OSSA will market the camps. This can apply to long track camps.</p>	
PROPOSED AMENDMENT (EXACT WORDING)	
<p>1 OSSA will take a leadership role in the operation of training camps and make it clear to the membership that the hosting of summer or other camps is open to any member club and that the question of who and where will be determined each year prior to the AGM. The OSSA board will lead the facilitation and organization of these camps in conjunction with the hosting club, and with the help of the technical, officials, and coaching committees to provide instruction at camps, clinics to be held in conjunction to camps, and monetary assistance to the hosting club <b>of \$1000 maximum per camp, per year, with a \$5000 total. Deadline for applications is 60 days before camp. Camps that submit their application after this date may not receive funding.</b> OSSA will market the camps. This can apply to long track camps.</p>	
RATIONALE	
A cap per camp will allow OSSA to predict budget and provide a camp support fairly to all clubs.	
DATE SUBMITTED: March 14 <sup>th</sup> , 2012	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: MARCH 14 <sup>TH</sup> , 2012	





## ORGANIZATIONAL CHART

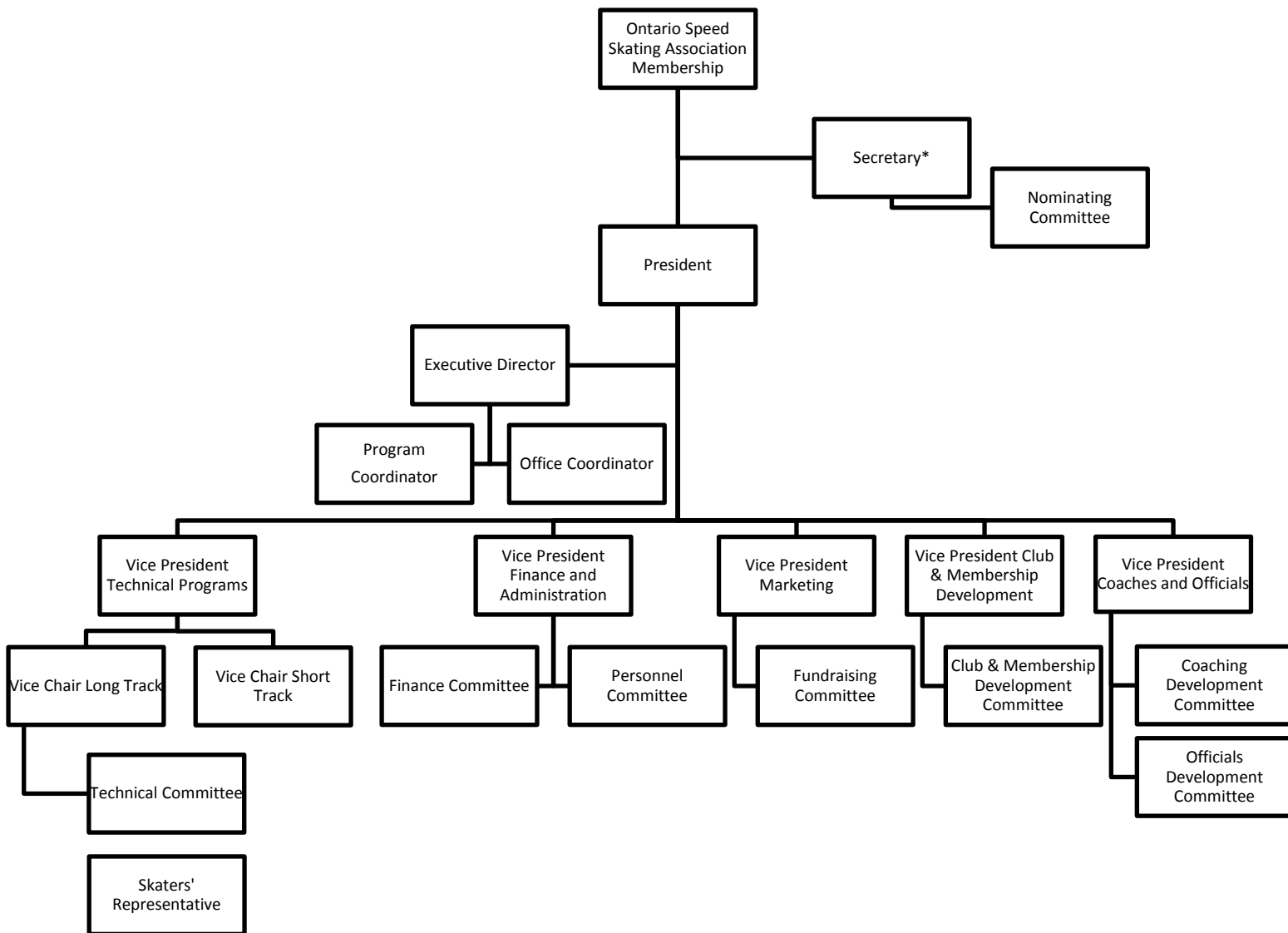
DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Annex A1 (Information Manual)	REGULATION # n/a (page 9)
TITLE: OSSA Organizational chart	
EXISTING REGULATION (EXACT WORDING)	
See attached labelled "current"	
PROPOSED AMENDMENT (EXACT WORDING)	
See attached labelled "proposed"	
RATIONALE	
Update the structure to take out the eliminated job position and show changed job titles.	
DATE SUBMITTED: March 14 <sup>th</sup> , 2012	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: MARCH 14 <sup>TH</sup> , 2012	



**ANNEX A1: OSSA ORGANISATIONAL CHART – CURRENT**

Note: The Board reports directly to the membership at the Annual General Meeting or Special Meeting

\*The Secretary reports directly to the membership at the Annual General Meeting or Special Meeting, but is appointed by The Board

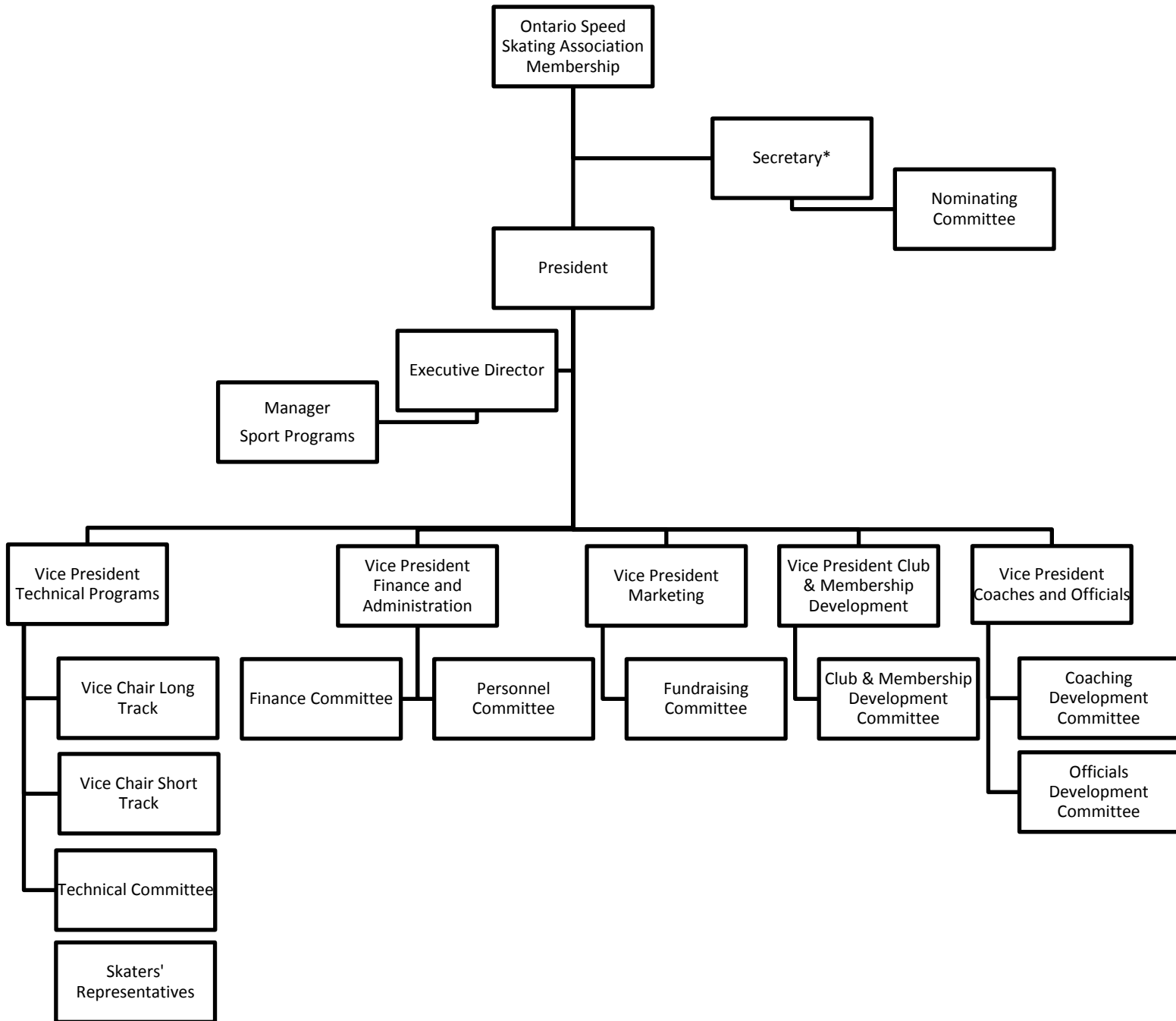




**ANNEX A1: OSSA ORGANISATIONAL CHART – PROPOSED**

Note: The Board reports directly to the membership at the Annual General Meeting or Special Meeting

\*The Secretary reports directly to the membership at the Annual General Meeting or Special Meeting, but is appointed by The Board





**JOB DESCRIPTION – VICE CHAIR TECHNICAL COMMITTEE**

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Annex A2	REGULATION #
TITLE: Job Descriptions, Vice Chairs in Technical Committee	
EXISTING REGULATION (EXACT WORDING)	
None currently existing	
PROPOSED AMENDMENT (EXACT WORDING)	
See Attached	
RATIONALE	
Two vice chairs to sit on the Technical Committee, one representing long track speed skating and the other to represent short track speed skating.	
The purpose of these positions are to assist the Vice President Technical Programs Administration in all aspects of short and long track speed skating.	
DATE SUBMITTED: March 14 <sup>th</sup> , 2012	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: JANUARY 13 <sup>TH</sup> , 2012	

**Vice Chair in Technical Committee – Long Track**

The person in this position answers to the Vice-President Technical Programs Administration and is responsible for helping the Vice President in all aspects of long track speed skating. The tasks of the Vice Chair in Technical Committee for long track include:

- Be a member of the Technical Committee
- Lead the development of sanction criteria
- Lead the development/maintenance of ranking of long track athletes
- Leads, develops and assists in implementation of competition formats and rules for OSSA sanctioned long track competitions
- Assists in the production of the OSSA technical bulletins
- Assists in responding to member inquiries regarding Long Track
- Assists in determining selection criteria for national events.



**Vice Chair in Technical Committee – Short Track**

The person in this position answers to the Vice President Technical Programs Administration and is responsible for helping the Vice President in all aspects of short track speed skating. The tasks of the Vice Chair in Technical Committee for short track include:

- Be a member of the Technical Committee
- Lead the development of sanction criteria
- Lead the development/maintenance of ranking of short track athletes
- Leads, develops and assists in implementation of competition formats and rules for OSSA sanctioned short track competitions
- Assists in the production of the OSSA technical bulletins
- Assists in responding to member inquiries regarding Short Track
- Assists in determining selection criteria for national events.

**JOB DESCRIPTION – OFFICE COORDINATOR**

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Annex A2	REGULATION # 8
TITLE: Job Description, Board Structure	
EXISTING REGULATION (EXACT WORDING)	
Office Coordinator Job Description	
PROPOSED AMENDMENT (EXACT WORDING)	
Removing job description	
RATIONALE	
Position no longer exists	
DATE SUBMITTED: March 14 <sup>th</sup> , 2012	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: JANUARY 13 <sup>TH</sup> , 2012	



## JOB DESCRIPTION – MANAGER, SPORT PROGRAMS

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Annex A2	REGULATION # 9
TITLE: Job Description for Manager, Sport Programs	
EXISTING REGULATION (EXACT WORDING)	
None Currently Existing	
PROPOSED AMENDMENT (EXACT WORDING)	
Manager, Sport Programs Job Description (see attached)	
RATIONALE	
Update staff job descriptions to the information manual.	
DATE SUBMITTED: March 14th, 2012	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: JANUARY 13 <sup>TH</sup> , 2012	



## **Manager, Sport Programs Position Description**

The Ontario Speed Skating Association's strategic approach is athlete centered and coach driven with its administration designed to support that approach. The Manager, Sport Programs will be responsible for providing operational support for the initiatives of the OSSA Technical Committee as well as the Coaching Development Committee and the Officials Development Committee. The Manager, Sport Programs will oversee the management of athletes and coaches who represent the Association at competitions across Canada. The Manager, Sport Programs will play a leadership role in developing strategies designed to support OSSA's effort to implement the Long Term Participant and Athlete Development Model and OSSA's competition model.

The Manager, Sport Programs will be OSSA's primary staff member for all the day-to-day sport specific activities of the Association and its member clubs. As such, the Manager, Sport Programs plays an important role in the promotion and development of speed skating across Ontario.

## **REPORTING AND RESPONSIBILITIES**

The Manager, Sport Programs reports to the Association's Executive Director, taking direction from the OSSA Board and its committees.

On a functional basis, the Manager, Sport Programs will work closely with the three committees responsible for the sport, technical, coaches and officials development. The Manager, Sport Programs will advise and provide administrative assistance to these committees under the direction of the OSSA Executive Director.

Duties include the general administration of technical programs, execution of the Quest for Gold Ontario Athlete Assistance Program, Branch meet registrations, Ontario and Canada Games programs, the development of the sport of speed skating in Ontario and such other duties as may be assigned by the Board, through OSSA Executive Director, from time to time.

## **KEY ACTIVITIES**

Is responsible for sport development on an operational level, by:

- Assisting the Technical Committee in the implementation of its programs and the Association's competition structure
- Assisting the Officials Development Committee in the implementation of its programs and policies.



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**Hereinafter cited as AGM-12**

- Assisting the Coaching Development Committee in the implementation of its programs and policies.
- Providing assistance and support to the Technical Committee in implementing athlete development and training programs and plans established by the Technical Committee consistent with OSSA's Long Term Participant and Athlete Development Model.
- Acting as Provincial Team Manager for all teams designated by the Technical Committee including registration, travel and accommodation arrangements, at competition management and reporting.
- Acting as an ex-officio member of and staff liaison to the Technical, Coaches Development and Officials Development Committees.
- Preparing or assisting with applications and reports for applicable grant and funding programs.
- Maintaining a database of information on athletes and their performance, including records, necessary to support athlete development programs and to provide data to support the establishment of team selection criteria and competition entry criteria and the conduct of competitions.
- Completing or contributing to, as applicable, various Provincial funding applications and programs such as the Quest for Gold Ontario Athlete Assistance Program and the Provincial Development and Training teams.
- Implementing club and membership development programs and policies established by the Club and Membership Development Committee for the identification, establishment and growth of new and existing clubs.

## **QUALIFICATIONS**

- At least five years experience in the sport of speed skating; coaching and/or officiating certification preferred.
- Possesses an undergraduate degree.
- Excellent team player with strong organizational and interpersonal skills.
- Proficiency in various software applications, including Microsoft Windows and Office.
- Self-starter with the ability to prioritize tasks and work well under the pressure of deadlines.
- Willingness to travel throughout Ontario and Canada.

## **LOCATION**

The Manager, Sport Programs will operate from the Ontario Speed Skating Association office in Lakefield, Ontario with travel required to various clubs in Ontario and competitions within Canada.

## **RENUMERATION**

Salary will be commensurate with experience and qualifications of the successful applicant and competitive with sport technical positions of similar responsibilities and expectations.





CRADLE RACES FEE

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Fees, Dues, Special Assessments	REGULATION #: Annex A4
TITLE:	
EXISTING REGULATION (EXACT WORDING)	
Fee schedule	
PROPOSED AMENDMENT (EXACT WORDING)	
Add Cradle races to fee schedule to indicate 0\$ fee applicable	
RATIONALE	
To show people who are interested in applying to events that there is no fee applicable for the cradle races	
DATE SUBMITTED: March 14 <sup>th</sup> , 2012	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: JANUARY 16 <sup>TH</sup> , 2012	

<b>Club Fees - Affiliation (see Note 1)</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
<b>10-50 members</b>	<b>260</b>	<b>300</b>	<b>300</b>	
<b>51-100 members</b>	<b>310</b>	<b>350</b>	<b>350</b>	
<b>101-150 members</b>	<b>360</b>	<b>400</b>	<b>400</b>	
<b>151-200 members</b>	<b>410</b>	<b>450</b>	<b>450</b>	
<b>201+ members</b>	<b>460</b>	<b>500</b>	<b>500</b>	
<b>Liability and sport accident insurance</b>	<b>210</b>	<b>220</b>	<b>220</b>	



*Ontario Speed Skating Association  
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<b>Membership Fees (see Note 2)</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
Elite skater	--	--	--	
Competitive skater	80	90	95	
Recreational skater	70	75	80	
Family (minimum 4 family members)	200	220	220	
Associate, Associate-Coach, Associate-Official (see Note 3)	20	20	20	
Independent skater	105	115	115	
Independent associate	--	25	25	
Introductory member (see Note 4)	--	25	25	
Special event (see Note 5)	5	5	5	
<b>Competition Fees</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
Sanction fee (club)				
Two day	95	100	100	100
One day	80	85	85	85
½ day (check-in fee is waived)	45	45	45	25
Cradle	--	--	0	0
<b>Maximum entry fee per individual (Note 8)</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2010-11</b>	<b>2012-13</b>
Two day	60	80	80	
One day	50	60	60	
Platinum Two day (Note 6)	--	125	125	
Check-in fee per individual (Note 7)	4.00	4.25	4.25	



**FEES UPDATE FOR 2012-13 SEASON**

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Fees, Dues, Special Assessments	REGULATION #: Annex A4
TITLE:	
EXISTING REGULATION (EXACT WORDING)	
See attached fee schedule.	
PROPOSED AMENDMENT (EXACT WORDING)	
See attached fee schedule.	
RATIONALE	
<p>At this time we need to increase member fees to match the increases that will be imposed by Speed Skating Canada.</p> <p>We have not increased Affiliation fees in recent years and we believe it is time to increase them about 5% to match the inflation rate.</p> <p>Last, OSSA would like to encourage Bronze Level/Mini Meets within clubs or between two or three clubs and therefore proposes to reduce the fee to \$25. Sanctioning allows OSSA to better track participation and reporting as well as advertise events.</p>	
DATE SUBMITTED: March 14 <sup>th</sup> , 2012	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: JANUARY 16 <sup>TH</sup> , 2012	

<b>Club Fees - Affiliation (see Note 1)</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
<b>10-50 members</b>	<b>260</b>	<b>300</b>	<b>300</b>	<b>320</b>
<b>51-100 members</b>	<b>310</b>	<b>350</b>	<b>350</b>	<b>370</b>
<b>101-150 members</b>	<b>360</b>	<b>400</b>	<b>400</b>	<b>420</b>
<b>151-200 members</b>	<b>410</b>	<b>450</b>	<b>450</b>	<b>470</b>
<b>201+ members</b>	<b>460</b>	<b>500</b>	<b>500</b>	<b>520</b>
<b>Liability and sport accident insurance</b>	<b>210</b>	<b>220</b>	<b>220</b>	<b>230</b>



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<b>Membership Fees (see Note 2)</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
Elite skater	--	--	--	105
Competitive skater	80	90	95	100
Recreational skater	70	75	80	80
Family (minimum 4 family members)	200	220	220	220
Associate, Associate-Coach, Associate-Official (see Note 3)	20	20	20	20
Independent skater	105	115	115	120
Independent associate	--	25	25	25
Introductory member (see Note 4)	--	25	25	25
Special event (see Note 5)	5	5	5	5
<b>Competition Fees</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
Sanction fee (club)				
Two day	95	100	100	100
One day	80	85	85	85
½ day (check-in fee is waived)	45	45	45	25
Cradle	--	--	0	0
<b>Maximum entry fee per individual (Note 8)</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2010-11</b>	<b>2012-13</b>
Two day	60	80	80	80
One day	50	60	60	60
Platinum Two day (Note 6)	--	125	125	125
Check-in fee per individual (Note 7)	4.00	4.25	4.25	4.25



## ANNEX A4: FEES, DUES, SPECIAL ASSESSMENTS - NOTES

Note 1: Based upon membership as of March 31 of previous season. For a new club, the affiliation club fee is not charged for the first year of membership. The second year is charged at  $\frac{1}{2}$  of the regular fee and for the third year,  $\frac{3}{4}$  of the regular fee.

Note 2: From each elite skater, competitive skater, recreational skater, associate, independent and special event skater fee received by OSSA, \$30, \$25, \$5, \$5, \$5 and \$0, respectively, is remitted to Speed Skating Canada. Furthermore, \$2 of each membership fee is classified by OSSA as insurance revenue.

Note 3: The Associate-Coach and Associate-Official categories should be used to designate registered coaches and officials who are not also competing at sanctioned events.

Note 4: This type of member can participate for a maximum of eight **weeks**.

Note 5: Special Event Members will be those individuals who become non-competitive Members on a single-event basis. That is, they are Members only for the duration of an event. Furthermore, they can only take out such a membership once per season. To formally take part in more than one speed skating event in a season, they must register as an Ordinary Member. The Special Event Membership class is meant to accommodate volunteers who may assist at only one event a year. These individuals would not formally participate in speed skating at any other time. It is also meant for those individuals who come out to try speed skating once on a trial basis whether through a clinic, drop-in class, try-out class, or camp.

Note 6: The Platinum Two day fee is for an event wherein a special sanction is permitted once or twice a year and is provided by the Technical Committee for a trials type event such as the Ontario Winter Games, Canada Winter Games Trials, or as preparation for such an event in years without that level of competition.

Note 7: The maximum entry fee is the upper limit that a club can charge for an event and includes the check-in fee if charged separately.

Note 8: No check-in fee is charged for a Special Event Member.

Note 9: Planned increases to Speed Skating Canada fees are as follows:

- 2013 – 2014; From each elite skater, competitive skater, recreational skater, associate, independent and special event skater fee received by OSSA, \$40, \$30, \$10, \$5, \$5 and \$0, respectively.
- 2014 – 2015; From each elite skater, competitive skater, recreational skater, associate, independent and special event skater fee received by OSSA, \$50, \$35, \$15, \$5, \$5 and \$0, respectively.



## AWARDS

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Awards	REGULATION #: B9.08
TITLE:	
EXISTING REGULATION (EXACT WORDING)	
The Kit Jarosz Memorial Award – Fastest Female skater The Rick Morrison Memorial Award – Fastest Male skater	
PROPOSED AMENDMENT (EXACT WORDING)	
The Kit Jarosz Memorial Award – Fastest Female skater The Rick Morrison Memorial Award – Fastest Male skater <b><i>Skater of the Year(Long Track) – Male and Female</i></b> <b><i>Skater of the Year(Short Track) – Male and Female</i></b> <b><i>Rising Star Award – Long and Short Track</i></b> <b><i>Official of the Year</i></b> <b><i>Coach of the Year – Male and Female</i></b> <b><i>Outstanding Administrator Award</i></b> <b><i>Volunteer of the Year Award</i></b> <b><i>OSSA Award of Excellence</i></b>	
RATIONALE	
Recognize OSSA Member achievements and dedication. This will give the OSSA office the information it needs to provide nominations for other awards such as Speed Skating Canada, Ontario Sport awards, and more.  Criteria for each award will match that of Speed Skating Canada and so will the application forms.	
DATE SUBMITTED: March 14 <sup>th</sup> , 2012	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: MARCH 14 <sup>TH</sup> , 2012	
PROPOSALS TO CHANGE THE BY-LAW MUST BE SUBMITTED TO THE OSSA OFFICE NO LATER THAN 60 DAYS PRIOR TO THE AGM AND WILL BE POSTED NO LESS THAN 21 DAYS PRIOR. (Administrative Regulations - Article A3)	