



**Ontario Speed Skating Association**  
**Minutes of the Annual General Meeting held May 24-26, 2013**  
**at Quality Hotel and Conference Centre, Oshawa, Ontario**  
**Hereinafter cited as AGM-13**

1. Welcome

At 9:00am on Saturday May 25, 2013, Graham Wilkins, President, welcomed delegates to the Ontario Speed Skating Association's (OSSA) 2013 Annual General Meeting and called the meeting to order.

2. Confirmation of Delegates

A roll call was conducted of the members and voting delegates present by Executive Director Jacqueline Deschenes. There were fifty-one (51) club delegates and four (4) voting directors. Twenty-six (26) votes were needed to have a majority on any subsequent votes.

3. Agenda

**MOTION AGM-13-01:** Moved by, Don Clarke seconded by Carl Hill, that the agenda previously distributed and printed on page five of the reports package for the 2013 OSSA Annual General Meeting be approved.

Motion Carried.

4. Minutes – 2012 OSSA Annual General Meeting

**MOTION AGM-13-02:** Moved by Stephen Arnold, seconded by Desmond Preudhomme that the minutes of the 2012 OSSA Annual General Meeting held on May 25-27, 2012 be accepted.

Discussion:

- Change bullet 3 to include Don Clarke's last name.

Motion Carried with amendment.

5. President's Report as presented by Graham Wilkins

- Would like to thank and recognize Jacqueline Deschenes and Sarah Leslie for their contributions to the organization over the past year.
- Would also like to acknowledge the contributions of the clubs to the growth of our sport.
- Highlighted work done by the Technical Committee and clubs to create changes to the racing series.
- Congratulations to the Kitchener-Waterloo Club on 50 years and the Cambridge Club on 40 years in existence.

**MOTION AGM-13-03:** Moved by Mike Murray, seconded by Mark O'Donnell that the President's report be accepted.

Motion Carried.

The number of voting delegates present changed. There were 52 club delegates and four (4) voting directors. 27 votes were needed to have a majority on any subsequent votes.

6. Marketing Report as presented by Roger Buxton

- OSSA has been busy this year on sponsorship, publicity, promotion and merchandise.
- Sponsorship:
  - Looking for a big fish sponsor continues to be difficult.
  - At this time we have not secured corporate support, but we will continue to pursue it.
  - Pursuing Olympic ice surface at GTA Centre is no longer an option.
- Publicity:
  - Clubs encouraged to raise media profile through publicity in news and continued streaming of meets on web. Also try local TV coverage.
  - Have had some meetings with the Minister of Sport to keep awareness high. Support is required.
- Promotions:
  - Race results need to be automated. Discussions continue behind the scenes.
- Merchandise:



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- Merchandise sales continue to be handled by OSSA office.
- Support for other tasks:
  - Ideas for next year include: a committee is needed to support the VP Marketing, continue to solicit sponsors, work with news media to increase publicity in Olympic year, expand OSSA branded apparel.

**MOTION AGM-13-04:** Moved by Carl Hill, seconded by Mariska Vergeer, that the Vice President Marketing Report be accepted.

Discussion:

- A question regarding the marketing budget. Are there funds to advertise in large papers? There is currently no advertising budget. Members commented that funds need to be dedicated towards promoting the sport, especially in an Olympic year.
- If sponsorship funds were secured, how would they be used? The response was to put funds towards athlete support and offsetting the costs of coaching support. Members noted that intentions need to be very clear about the use of possible funds otherwise it's unlikely a company will support OSSA.
- Inquiry as to the amount of funding allocated to marketing. Response was minimal aside from some administrative support from the office.
- It was suggested that projects be identified in advance of soliciting dollars so a clear project plan can be presented to potential sponsors.

Motion Carried.

7. Coaches and Officials Report as presented by Patti Pokol

- Thank you to Sarah Leslie for developing a coach and athlete survey which sheds perspectives on their experience at a competition.
- Recognition for Sarah Leslie for her outstanding work in delivering the coaches symposium in May.
- Would like to thank the volunteers from both the Coaching and Officials committees.
- Post-event surveys were sent out after national level meets to obtain feedback from skaters, parents, and coaches about their experience.
- Officials Development Committee (ODC):
  - Working on strengthening their officiating program so they do not have to bring in officials from other provinces.
  - There is a great need for more certified Level 1 Officials and upgrades to higher levels. Ontario needs to staff its meets within the province to decrease cost and reliance on others.
- Coaches Development Committee (CDC):
  - Financial coaching support continues to be a major issue and the CDC is looking for input on how funds should be spent for coaching support.

Discussion:

- How was the survey results handled? Responses received were around 50% and were anonymous. Results were shared with the assigned provincial coach and the CDC.
- One issue identified is that host clubs didn't know which officials were coming to their meet. Changes will be implemented this year to reduce confusion when filing positions. Clubs will be responsible for filing the majority of the positions with their own members to encourage development. If stuck, they should contact the ODC for assistance. Chief Starters and Referees will be assigned by the ODC and clubs will be notified.
- There was much discussion about the process to become an official and pursue upgrades. Members were asked to refer to the presentation later in the day by Rocky Lamontagne.
- There was much discussion about the process to become a certified coach. OSSA and its members are very frustrated by the barriers to complete certification. Talks continue with SSC.
- OSSA is working towards advocating for more coaching courses and a system that works for evaluating coaches.



**MOTION AGM-13-05:** Moved by Jacky Shoebridge, seconded by Marion Chase that the Vice President Coaches and Officials Report be accepted.

Motion Carried.

8. Vice President Finance and Administration Report as presented by Graham Wilkins

a) Approval of 2012-2013 Audited Statements

- The auditor did not meet the timeline to complete the audited financial statements for the Annual General Meeting. Therefore an accurate financial report was not ready to present. This error was solely his fault as he didn't schedule his time efficiently in the past 2 months and OSSA was not advised of any problems until the day before the AGM. There have been problems with this auditor in past years and the President suggested a new auditor should be found.
- OSSA VP Finance resigned from his position in the days prior to the AGM. The Board met and it was suggested Patti Pokol resign from C&ODC to assume position of VP Finance for the remaining year. The membership requested that a call for volunteers be made first before assigning the person for the position of VP Finance and Administration.

**MOTION AGM-13-06:** Moved by Don Clarke, seconded by Laurel Weidemann that the Vice President Finance and Administration report be accepted with the amendment that the position of VP Finance is open for any interested volunteers to step forward and make themselves known. The Board will make the final decision on the position.

Discussion:

- Members reviewed projected financials.
- A member asked if the entire membership should have been consulted about the Board's decision to replace VP Finance. This decision should have been better communicated for transparency. The Board replied that they were following the By-Laws and a proper election cannot take place until the next AGM. This was a feasible solution as Patti has experience in financial matters.
- A suggestion from Mike Murray to change our constitution so that we can accept nominations from the floor when a position is vacant.
- Discussion about the finances surrounding marketing and merchandise. Selling the existing inventory (already bought and paid for) will continue to show as a loss. Purchase of helmet covers and Team Ontario jackets show up as marketing items which caused confusion.

Motion Carried.

**MOTION AGM-13-07:** Moved by Graham Wilkins, seconded by Jacky Shoebridge, that the 2012 – 2013 financial statements be accepted.

Motion voted on via Survey Monkey post AGM. Motion Carried.

b) Approval of Auditor for 2013-2014

**MOTION AGM-13-08:** Moved by David Stewart, seconded by Marg Oliveira, that Matt Holmes BDO in Peterborough be our auditor for the 2013-2014 season.

Motion has been amended (moved by Don Clarke) to include a process for receiving quotes from 3 auditors. The board will review the quotes and put forth a recommendation to the membership of which auditor to use and they will vote. The membership will approve. Motion seconded by Laurel Weidemann.



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Motion carried.

c) Proposed Amendments

**MOTION AGM-13-09:** Moved by Diane Simpson seconded by Kelly Ball that the amendment to regulation B1.12 of the Information Manual, found in Appendix A, be accepted.

Motion Carried.

**MOTION AGM-13-10:** Moved by Josée Bertrand, seconded by Marion Chase that the amendment to regulation B3.01 of the Information Manual, found in Appendix A, be accepted.

Motion Carried.

**MOTION AGM-13-11:** Moved by Jacky Shoebridge, seconded by Carl Hill that the amendment to regulation B6.01 of the Information Manual, found in Appendix A, be accepted.

Motion Carried.

**MOTION AGM-13-12:** Moved by Josée Bertrand, seconded by Bonnie Mack that the amendment to Annexes B2, B8, and D2 of the Information Manual, found in Appendix A, be accepted.

Discussion:

- Corrections to be made to Annex B2: Brampton colors are blue and orange; Clarington colors are blue, yellow, and black; Gloucester colors are navy and teal (grey accent); London colors are purple, black, and green; Newmarket colors are black and red; Toronto colors are royal blue, white and black.

Motion Carried.

**MOTION AGM-13-13:** Moved by Josée Bertrand, seconded by Jacky Shoebridge that the amendment to Annexes B4, B5, B6 and B9 of the Information Manual, found in Appendix A, be accepted.

Discussion:

- A healthy discussion surrounded the removal of these items from the Information Manual. Members were concerned that they would lose stake in the format of competitions and any future changes. The Board responded by indicating that all the information would be listed in the Technical Bulletin and the Technical Committee needed the flexibility this provided to make changes to the racing series as needed to best accommodate skaters. Members would continue to have input on the bulletin on a yearly basis but the information should be in the bulletin. The Information Manual is too static and is always behind because of its nature.

Motion Carried.

**MOTION AGM-13-14:** Moved by Matt O'Donnell, seconded by Desmond Preudhomme that the amendment to Articles B7 and B8 of the Information Manual, found in Appendix A, be accepted.

Discussion:

- Similar concerns and discussion as listed in Motion AGM-13-13.

Motion Carried.

**MOTION AGM-13-15:** Moved by Dennis Vogt, seconded by Mike Allen that the amendment to Annex B7 of the Information



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Manual, found in Appendix A, be accepted.  
Motion Carried.

**MOTION AGM-13-16:** Moved by Carl Hill, seconded by Anne-Marie Malcolm that the amendment to Annex E1, Part II of the Information Manual, found in Appendix A, be accepted.

Discussion:

- Proposed amendment to the motion by Marg Oliveira, seconded by Mark Miyasaki:  
“To be eligible for selection to act as a coach for OSSA sponsored teams, the Coaching Development Committee (CDC) will maintain a Championship Coaches List of fully certified Level 2 coaches, certified Introduction to Competition coaches, or equivalent, and above who must maintain an appropriate level of coaching and developmental activity based on Speed Skating Canada recommendations or equivalencies.”

Motion Carried.

**MOTION AGM-13-17:** Moved by Jacky Shoebridge, seconded by Mark Miyasaki that the amendment to Annex E1, Part I of the Information Manual, found in Appendix A, be accepted.

Discussion:

- Grammatical correction:  
“In accordance with the By-laws, the term of Committee members is for the current season. The Board appoints Committee members, on the recommendation of the Vice-President Coaches and Officials, prior to the commencement of each season.”

Motion Carried.

**MOTION AGM-13-18:** Moved by Diane Simpson, seconded by Jacky Shoebridge that the amendment to Annex E2 of the Information Manual, found in Appendix A, be accepted.

Discussion:

- Grammatical correction:  
“In accordance with the By-laws, the term of Committee members is for the current season. The Board appoints Committee members, on the recommendation of the Vice-President Coaches and Officials, prior to the commencement of each season.”

Motion Carried.

**MOTION AGM-13-19:** Moved by Bonnie Mack, seconded by Desmond Preudhomme that the amendment to Annex C5 of the Information Manual, found in Appendix A, be accepted.

Discussion:

- SSC has a code of conduct but does not provide recommendations for disciplinary action.
  - Discussion about whether the term “spectator” should be amended, and be a member of OSSA. Too difficult to verify and enforce.
- ISU rule book was discussed and it lists disciplinary actions.

Jacky Shoebridge moved to table this motion for further discussion. Seconded by Ron Richards.

**MOTION AGM-13-20:** Moved by Ron Richards, seconded by Cheryl Wilson that the amendment to Annex D3 and regulation B9.06 of the Information Manual, found in Appendix A, be accepted.

Motion Carried.



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**MOTION AGM-13-21:** Moved by Ron Richards, seconded by Cheryl Wilson that the amendment to regulation B9.07 of the Information Manual, found in Appendix A, be accepted.

Motion Carried.

**MOTION AGM-13-22:** Moved by Ron Richards, seconded by Mike Murray that the amendment to Annex A4 of the Information Manual, found in Appendix A, be accepted.

Discussion:

- Members discussed that skaters should register as lowest category anticipated and, if that changes during the season, they can upgrade their category.

Motion Carried

Break until Sunday.

Resume Sunday at 9:00am

A roll call was conducted of the members and voting delegates present. There were 50 club delegates and four (4) voting directors. 26 votes were needed to have a majority on any subsequent votes.

**MOTION AGM-13-22 Revisited:** Moved by Steve Arnold, seconded by Simon Barker that the amendment to Annex A4 of the Information Manual, found in Appendix A, be amended.

Discussion:

- Kingston club relies heavily on its Learn to Speed Skate program to recruit new members. It provides lessons 2x/ week for 5 weeks (10 sessions) and would not meet the criteria previously stated. What is the right number for an introductory program?

Amendment:

“Note 8: This type of member can participate for a maximum of 10 ice sessions. This type of member cannot participate in sanctioned competition.”

Motion Carried.

## 9. Technical Report

- Recognition of all the people who worked together to implement the bulletin over the past year. The draft 2013-2014 bulletin is prepared with more long track details. Overall, there were no major changes, just adjusting wording to provide more clarity. Some details have been left out pending decisions at the SSC AGM next month and those will be addressed by the new Technical Committee. Clubs will be able to review the draft this month and provide comments to Sport Manager (1 reply per club please).
- There was a lot of racing in Ontario this past year and strong performances at national meets with many medals earned.
- 2014 OWG will be run in the same format as 2012. Since Huntsville doesn't have a home club, work groups will be needed to handle logistics.

**MOTION AGM-13-23:** Moved by Jacky Shoebridge, seconded by Mike Murray that the Vice President Technical Programs report be accepted.



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Motion Carried.

10. Statistician's Report

- Charts were presented showing trends in top speeds at Provincial Championships, participation level among age groups, and meet participation numbers over the past 3 seasons. Stats will continue to be collected in future years to assess progress and trends.
- Multiple pages of Provincial Records were presented. Records had not been approved in the past 3 years for a variety of reasons and there are many record applications because of the changes in track size, age groupings, and distances skated.

Discussion:

- Members would like to see certificates produced for skaters who established Provincial Records. This used to be the practice. OSSA agreed this will take place now that we have caught up with the administrative work.
- Question – Of the 28 meets, how many were full? The first 2-day meets of the year (London and Ottawa) were not at capacity but there was scheduling conflict with other meets in Quebec and Calgary. A few meets in February were not full and that month may have been over scheduled for meets. November and December went well. Provincial B had very low numbers attributed to conflict with March Break.
- Question – was there an increase in the number of races done at each event? Generally no but the idea was to accommodate the longer distances, have less wait time, and have shorter days at the rink.

**MOTION AGM-13-24:** Moved by Don Clarke, seconded by Carl Hill that the Statistician's report be accepted.

Motion Carried.

11. Approval of Club Reports

**MOTION AGM-13-25:** Moved by Ron Richards, seconded by Dennis Vogt that the Club Reports be accepted.

Motion Carried.

12. New Business

- Coaching at championship events

Discussion:

- Presentation of funding chart on p.63 of AGM manual. Numbers reflect all Ontario skaters who attended the event (based in and out of province). OSSA is no longer able to fully fund coaches to attend all the national level meets. Members were asked to offer solutions. Should families pay or raise registration fees or other fundraising efforts or investigate funds for a provincial coach, etc.? Bottom line is OSSA needs to find money to cover costs of provincial assigned coaches.

Motion by Jacky Shoebridge, seconded by Carl Hill

“OSSA will no longer pay for registration fees at Championships events and these funds will be put towards coaching fees. This will be a budgeted process.”

Motion Carried.

- Online meet registration
  - Pacers would like to pilot an online meet registration this fall. Still investigating the level of privacy. Individual or club responsibility to register and what about payment?



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- Cindy Van Lierop discussed plans for next year as Provincial Registrar: all club registrations will go through her to manage waitlists and she will work with club registrars. All club registration forms must have SSC#.
- Membership agreed individual registration should be avoided. Carl Hill to look at software so there are not multiple databases being used. Bonnie Mack (Pacers) to talk with Carl.
- Membership categories  
Request from Pacers that SSC add another category to accommodate non-competitive skaters who want to race 1 event (Provincial long track). Executive Director stated this was unlikely because of conflict with other category definitions. Skaters will need to be reclassified prior to the event and pay the difference (\$20).

### 13. Elections

The number of votes was 50 club delegates. 34 votes were needed to have a majority on any subsequent votes. Note this is a two-thirds majority.

Nominations committee: Mark Miyasaki acted at the chair, additional support by Jackie Deschenes.

**Slate of candidates presented:**

**President (two year term):** David Stewart

**Vice President Development (one year term):** Blake Morrison

**Vice President Marketing (two year term):** Carl Hill

**Vice President Technical Programs (two year term):** Jacky Shoebridge

**MOTION AGM-13-26:** Moved by Don Clarke, seconded by Diane Simpson, that the slate of candidates be accepted to form the OSSA Board of Directors.

Motion Carried.

**Note:**

- The new Board was asked about transparency and conflict considering Jacky Shoebridge and Dave Stewart are also high level officials in the province. Jacky and Dave recognized the potential for conflict and intend to avoid such situations. It is essential all Board positions be filled so quorum can be met in their absence.

**MOTION AGM-13-27:** Moved by Marg Oliveira, that the meeting be adjourned. This motion was withdrawn since the financials will need to be sent to the clubs for review. Then a motion to adjourn can take place.





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

(V) = Voting Delegate

Name	Club	May 25	May 26
Mike Allen	Barrie	(V)	(V)
Sarah Beynon	Barrie	(V)	(V)
Sandra Boulter-Vallee	Brampton	(V)	(V)
Anne-Marie Malcolm	Brampton	(V)	(V)
Mark Miyasaki	Cambridge	(V)	(V)
Blake Morrison	Cambridge	Absent	Absent
Marg Oliveira	Cambridge	(V)	(V)
Mariska Vergeer	Cambridge	(V)	(V)
Dale Coolidge	Clarington	✓	✓
Ron Richards	Clarington	(V)	(V)
Cheryl Wilson	Clarington	(V)	(V)
Brian McGregor	Durham	Absent	(V)
Darryl Rowsell	Durham	✓	✓
Josée Bertrand	Gloucester	(V)	(V)
Cheryl Marinsky	Gloucester	Absent	Absent
Dennis Vogt	Gloucester	(V)	(V)
Laurel Weidemann	Gloucester	(V)	(V)
Mike Murray	Hamilton	(V)	(V)
Simon Barker	Kawartha	(V)	(V)
Jack Lapum	Kawartha	(V)	Absent
Alice Pelkman	Kawartha	✓	(V)
Rose Kimber	King	(V)	(V)
Stephen Arnold	Kingston	(V)	(V)
Kelly Ball	Kingston	(V)	(V)
Don Clarke	Kitchener-Waterloo	(V)	(V)
Doug Gibbons	Kitchener-Waterloo	(V)	(V)
Kelly Schmidtke	Kitchener-Waterloo	(V)	(V)
Jacky Shoebridge	Kitchener-Waterloo	(V)	(V)
David Wong	Kitchener-Waterloo	(V)	(V)
Kent Cunningham	London	(V)	(V)
Peter Ferguson	London	(V)	(V)
Cindy Van Lierop	London	✓	✓
Nicole Van Lierop	London	✓	✓
Nick Beck	Markham	(V)	(V)
Ron Blackwell	Markham	(V)	(V)

Name	Club	May 25	May 26
Lisa Liew	Markham	(V)	(V)
Paul Emblin	Milton	(V)	(V)
Sandra Grenier-Howell	Milton	(V)	(V)
Tim Howell	Milton	✓	✓
Diane Simpson	Newmarket	(V)	(V)
George Simpson	Newmarket	(V)	(V)
James Simpson	Newmarket	✓	✓
Emma O'Donnell	Oakville	(V)	(V)
Mark O'Donnell	Oakville	(V)	(V)
Matthew O'Donnell	Oakville	(V)	(V)
Susanne Bowen	Ottawa	(V)	(V)
Marion Chase	Ottawa	(V)	(V)
Bonnie Mack	Ottawa	(V)	(V)
Susan Townley	Ottawa	(V)	(V)
Sue Warren	Portland	✓	Absent
Dave Clement	Quinte	(V)	Absent
Carol Coupland	Quinte	Absent	(V)
Paul Pickard	Quinte	(V)	(V)
Gerald Ouimette	St. Lawrence	(V)	(V)
Carl Hill	Toronto	(V)	(V)
Josée Letarte	Toronto	(V)	(V)
Desmond Preudhomme	Toronto	(V)	(V)
Jeanne Preudhomme	Toronto	(V)	(V)
Graeme Tickner	Toronto	✓	✓
Dirk Kassenaar	Toronto	✓	Absent
Rocky Lamontagne		✓	✓
Roger Buxton	OSSA	(V)	(V)
Jacqueline Deschenes	OSSA	✓	✓
Hannah Juneau	OSSA	✓	Absent
Sarah Leslie	OSSA	✓	✓
Patti Pokol	OSSA	(V)	(V)
David Stewart	OSSA	(V)	(V)
Graham Wilkins	OSSA	(V)	(V)



## APPENDIX A – PROPOSED AMENDMENTS

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Article B1: Sanctions, Sanction Fee and Check-In Fees	REGULATION #: B1.12
TITLE: N/A	
EXISTING REGULATION (EXACT WORDING)	
B1.12 Two (2) entry forms must be sent by the club hosting a sanctioned event to the President of each affiliated club at least twenty (20) days prior to such event.	
PROPOSED AMENDMENT (EXACT WORDING)	
Remove.	
RATIONALE	
With the availability of all entry forms on the OSSA website at all times this is no longer necessary to ensure clubs and members have access to entry forms and information.	
DATE SUBMITTED: March 24, 2013	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: February 4, 2013	
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)	



DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Article B3: Events	REGULATION #: B3.01
TITLE: N/A	
EXISTING REGULATION (EXACT WORDING)	
B3.01 OSSA shall oversee the running of the following <b>six (6)</b> annual Provincial Championships, which will be, closed competitions.  These events are:  a) The Ontario Long Track Mass Start Championships b) The Ontario Olympic Style All Round Championships c) The Ontario Olympic Style Sprint Championships d) The Ontario Short Track Championships e) The Ontario Regional Ability Short Track Championships f) The Ontario Masters Short Track Championships	
PROPOSED AMENDMENT (EXACT WORDING)	
B3.01 OSSA will oversee the running of the Provincial Short Track Championships and the Provincial Long Track Championships as outlined in the current season Technical Bulletin. The Provincial Championships are closed competitions.	
RATIONALE	
OSSA ran four different provincial championships in the past season and three the year before. Given the changing nature of the needs of the sport this should be revised annually and therefore a part of the Technical Bulletin, not the Information Manual.	
DATE SUBMITTED: March 24, 2013	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: February 4, 2013	
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)	



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DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Article B6: Age Classes	REGULATION #: B6.01
TITLE: N/A	
EXISTING REGULATION (EXACT WORDING)	
B6.01 A skater's age shall be determined by referring to SSC Rule K22-100.	
PROPOSED AMENDMENT (EXACT WORDING)	
B6.01 A skater's age shall be determined using guidelines from the SSC Red Book. Refer to the current season Technical Bulletin for determination of age categories.	
RATIONALE	
Currently the rule in the SSC Red Book governing skater's age is B1-200. There is no guarantee this will remain the same number annually and therefore the reference to the exact regulation should be removed.	
DATE SUBMITTED: March 24, 2013	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: February 4, 2013	
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)	



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DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Annex B2, B8, D2	REGULATION #:
TITLE: N/A	
EXISTING REGULATION (EXACT WORDING)	
Annex B2: Eastern and Western Regions  Annex B8: Competition Software Club Codes  Annex D2: Club Colours	
PROPOSED AMENDMENT (EXACT WORDING)	
Propose that Annex D2 and B8 be removed and the information be added into Annex B2. Suggest that we remove the east/west/central part of the information and refer members to the technical bulletin as this information changes often. See next page for complete proposed Annex B2.	
RATIONALE	
There is no need for three separate pages to detail this information as it can all fit on one page. East, Central and West designations fit into the Technical Bulletin more naturally as that document references and lists the regions each year anyway.	
DATE SUBMITTED: March 24, 2013	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: February 4, 2013	
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Annex B2: Club Colours & Competition Software Club Codes

Club	Software Code	Colours
Barrie	BAR	Blue, Red, Gold
Brampton	BRA	Black, Silver (Grey)
Cambridge	CAM	Black, Green, Gold
Clarington	CLA	Royal Blue and Yellow
Durham	DUR	Blue, Maroon
Gloucester	GLO	Navy, Tea (Grey accent)
Golden Horseshoe	GHS	Gold, Black, Silver Grey
Hamilton	HAM	Black, Gold, Grey
Kawartha	KAW	Black, Orange
King	KNG	Black and Green (Grey accent)
Kingston	KIN	Blue, Red, White
Kitchener-Waterloo	KWL	Black, Gold (White accent)
Lakefield	LAK	Double Blue (Navy & Sky Blue)
London	LON	Purple, Grey, Black
Markham	MAR	Black, White, Red
Milton	MIL	Green, Blue, Black
Newmarket	NEW	Royal Blue, Orange
Niagara	NIA	Blue, Black, White
Oakville	OAK	Royal Blue, Black (Gold accent)
Ottawa	OTT	Blue, White
Portland	POR	N/A
Quinte	QUI	Black, Green
Sault Ste. Marie	SSM	Black, Red, White
St. Lawrence	STL	Navy, Grey, Royal Blue accents
Sudbury	SUD	Royal Blue, Yellow
Thunder Bay	TBB	Red, Black, Silver
Toronto	TOR	Royal Blue, White

For club region designation (ie. east, west, or central) please see current Technical Bulletin.



DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Annex B4, B5, B6, and B9	REGULATION #:
TITLE: N/A	
EXISTING REGULATION (EXACT WORDING)	
Annex B4: Racing Format for Ability Competitions Annex B5: Points Schedule Annex B6: All Points Racing Format for Age Class Competitions Annex B9: Provincial Regional Ability and Masters Championships	
PROPOSED AMENDMENT (EXACT WORDING)	
Propose that all are removed from the information manual and placed into the technical bulletin. Annex B4 will be amended per below to refer members to the technical bulletin. Note, Annex B10 will become Annex B5.	
RATIONALE	
These sections are out of date and often change. Members are more likely to review the information annually if it is in the bulletin and it can be updated annually to match bulletin.	
DATE SUBMITTED: March 24, 2013	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: February 4, 2013	
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#### Annex B4: Technical Bulletins

A technical bulletin will be issued to govern various aspects of competitions in Ontario. This bulletin will remain the governing document for Ontario Speed Skating Association until a new bulletin is issued superseding it. The bulletin will include regulations regarding the following when appropriate:

- All points racing format for age class competitions
- Conduct of competitions
- Points schedule
- Program of events
- Provincial regional ability and masters championships
- Racing format for ability competitions

A separate technical bulletin will also be issued to govern Ontario Speed Skating Association's participation in each of the Ontario Winter Games and Canada Winter Games during the season in which those events occur.



**Ontario Speed Skating Association**  
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**at Quality Hotel and Conference Centre, Oshawa, Ontario**  
**Hereinafter cited as AGM-13**

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Article B7 and Article B8	REGULATION #: N/A
TITLE: N/A	
EXISTING REGULATION (EXACT WORDING)	
Article B7: Conduct of Competitions  Article B8: Program of Events	
PROPOSED AMENDMENT (EXACT WORDING)	
Propose that both are removed from the information manual and placed into the technical bulletin.  An amendment has been proposed separately for to Annex B4 which will refer members to the technical bulletin to find this information, assuming it is passed.	
RATIONALE	
Both of these sections are out of date and need to be fully re-written. Members are more likely to review the information annually if it is in the bulletin and it can be updated annually to match bulletin.	
DATE SUBMITTED: March 24, 2013	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: February 4, 2013	
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)	





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DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Annex B7	REGULATION #:
TITLE: The Ontario Winter Games	
EXISTING REGULATION (EXACT WORDING)	
Annex B7: The Ontario Winter Games	
PROPOSED AMENDMENT (EXACT WORDING)	
Remove completely Annex B7 – Ontario Winter Games. Refer to current season OWG Selection Bulletin	
RATIONALE	
This information changes with each Ontario Winter Games and a bulletin is published to detail the information for each iteration of the event, it does not need to be in the information manual.	
DATE SUBMITTED: March 24, 2013	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: February 4, 2013	
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DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Annex E1: Terms of Reference—Coaching Development Committee (CDC)	REGULATION #: Part II
TITLE: Selection Criteria for Championship Coaches	
EXISTING REGULATION (EXACT WORDING)	
To be eligible for selection to act as a coach for OSSA sponsored teams, the Coaching Development Committee (CDC) will maintain a Championship Coaches List of fully certified Level 2 coaches and above who must maintain an appropriate level of coaching and developmental activity.	
PROPOSED AMENDMENT (EXACT WORDING)	
To be eligible for selection to act as a coach for OSSA sponsored teams, the Coaching Development Committee (CDC) will maintain a Championship Coaches List of fully certified Level 2 coaches or certified Introduction to Competition and above who must maintain an appropriate level of coaching and developmental activity.	
RATIONALE	
Level 2 and certified Introduction to Competition are equivalencies and both should be recognized in the statement.	
DATE SUBMITTED: March 24, 2013	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: February 4, 2013	
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DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Annex E1: Terms of Reference — Coaches Development Committee (CDC)	REGULATION #: Part 1
TITLE: Purpose	
EXISTING REGULATION (EXACT WORDING)	
(third paragraph)  In accordance with the By-laws, the term of Committee members is for the current season. The Board appoints Committee members, on the recommendation of the Vice-President, Technical Programs Administration, prior to the commencement of each season.	
PROPOSED AMENDMENT (EXACT WORDING)	
In accordance with the By-laws, the term of Committee members is for the current season. The Board appoints Committee members, on the recommendation of the Vice-President, Coaches and Officials, prior to the commencement of each season.	
RATIONALE	
The organizational structure indicates that the committee reports to the Vice-President, Coaches and Officials and therefore that is the Board member who should recommend members for the committee.	
DATE SUBMITTED: March 24, 2013	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: February 4, 2013	
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)	



DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Annex E2: Terms of Reference—Officials Development Committee (ODC)	REGULATION #: N/A
TITLE: Purpose	
EXISTING REGULATION (EXACT WORDING)	
(third paragraph)  In accordance with the By-laws, the term of Committee members is for the current season. The Board appoints Committee members, on the recommendation of the Vice-President, Technical Programs Administration, prior to the commencement of each season.	
PROPOSED AMENDMENT (EXACT WORDING)	
In accordance with the By-laws, the term of Committee members is for the current season. The Board appoints Committee members, on the recommendation of the Vice-President, Coaches and Officials, prior to the commencement of each season.	
RATIONALE	
The organizational structure indicates that the committee reports to the Vice-President, Coaches and Officials and therefore that is the Board member who should recommend members for the committee.	
DATE SUBMITTED: March 24, 2013	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: February 4, 2013	
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DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Annex C5	REGULATION #: N/A
TITLE: Sanctions for Coaches, Team Leaders, Support Staff and Spectators	
EXISTING REGULATION (EXACT WORDING)	
Does not currently exist.	
PROPOSED AMENDMENT (EXACT WORDING)	
See next page for proposed policy which has been reviewed by the both the Coaching and Officiating Development Committees.	
RATIONALE	
At this time there are no clear and direct procedures for disciplining OSSA members participating in a meet that are not skaters. This process will allow for simple and clear consequences for members behaving inappropriately at meets as deemed by officials.	
DATE SUBMITTED: March 24, 2013	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: February 4, 2013	
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#### Annex C5: Sanctions for Coaches, Team Leaders, Support Staff and Spectators

Coaches, Team Leaders, Support Staff and Spectators are subject to the conditions of the General Regulations. Failure to observe these Rules and/or misconduct can result in the following sanctions;

- If a coach, team leader, support staff or spectator is assessed a Yellow Card this will result in suspension from the Field of Play for the day.
- If a coach, team leader, support staff or spectator is assessed a Red Card this will result suspension from the Event/Competition with removal of the accreditation.

The penalized coach, team leader, support staff or spectator is required to write a letter of apology addressed to the officials and volunteers of the event at which the card was assessed. This letter must be received at the OSSA office for distribution within ten business days of the conclusion of the event.

#### **Further Sanctions**

- The following additional penalties will be automatically be assessed:
  - A second yellow card within three months will result in suspension from all events/competitions scheduled for the next four weeks.
  - A third yellow card within six months will result in suspension from all events/competitions scheduled for the next eight weeks.
  - A second red card within three months will result in suspension from all events/competitions scheduled for the next eight weeks.
  - A third red card within six months will result in suspension from the remaining events/competitions scheduled for the remainder of the season.

#### **Supplementary Sanctions**

- Upon receipt of the Report of the Referee the Technical Committee will decide on any further disciplinary action before the next scheduled competition. Any disciplinary action, including a further suspension of the coach, will start at the moment the penalty is communicated to the coach and club.

#### **Additional notes:**

- Appeals will not be considered as the decision of a referee to assess a yellow or red card is not subject to review.
- Suspension from an event includes any and all participation. The suspended coach, team leader, support staff or spectator is not permitted onsite during the event/competition at any time.
- Suspensions will carry over from one season to the next if there are not enough weeks remaining in a season to fulfill the requirements of the penalty.
- These sanctions do not require board approval or confirmation for any given yellow or red card. Communication of a sanction will be sent to the coach, team leader, support staff or spectator and their club specifying the competitions from which they are suspended.



DOCUMENT TO BE AMENDED (i.e. By-law): Section B – Competition Regulations	
SECTION HEADING: Awards	REGULATION #: B9.06 and Annex D3
TITLE: Kit Jarosz Memorial Award	
EXISTING REGULATION (EXACT WORDING)	
<p>The trophy donated by Jean Marie Leduc along with a cheque donated by Mr. &amp; Mrs. Ludi Jarosz will be awarded annually at the Provincial Short Track Championships. The award recipient will be chosen according to the following criteria:</p> <ul style="list-style-type: none"> <li>a) This award will be based on time only;</li> <li>b) It recognizes the fastest 500 metre short track race by a female skater at a sanctioned competition in Ontario;</li> <li>c) If electronic timing is not used at a meet 0:00.2 must be added to the official time;</li> <li>d) The athlete must skate in the Provincial Championships to be eligible and must be a member in good standing of the Ontario Speed Skating Association;</li> <li>e) The athlete must be Intermediate Age Class or younger;</li> <li>f) The athlete must not be or have been a member of the National Team.</li> </ul> <p>This trophy and cheque are intended to encourage younger female athletes to obtain the goals they have set out for themselves.</p>	
PROPOSED AMENDMENT (EXACT WORDING)	
<p>The trophy donated by Jean Marie Leduc along with a cheque donated by Mr. &amp; Mrs. Ludi Jarosz will be awarded annually at the Provincial A Short Track Championships. The award recipient will be chosen according to the following criteria:</p> <ul style="list-style-type: none"> <li>a) This award will be based on time only;</li> <li>b) It recognizes the fastest 500 metre short track race by a female skater at an OSSA sanctioned competition in Ontario skated on a 111.12m track;</li> <li>c) Times from national level meets hosted in Ontario are not eligible;</li> <li>d) If electronic timing is not used at a meet, 0:00.2 must be added to the official time;</li> <li>e) The athlete must skate in the Provincial A Short Track Championships to be eligible and must be a member in good standing of the Ontario Speed Skating Association;</li> <li>f) The athlete must be Junior A (racing age 18) or younger;</li> <li>g) The athlete must not be or have been a member of the National Team, National Junior Team, or National Development Team.</li> </ul> <p>This trophy and cheque are intended to encourage younger female athletes to obtain the goals they have set out for themselves.</p>	
RATIONALE	
The existing regulation no longer reflects the current racing structure in Ontario. Changes to wording are necessary to avoid confusion and to keep with the original spirit of the award.	
DATE SUBMITTED: March 1, 2013.	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: March 1, 2013.	
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)	



DOCUMENT TO BE AMENDED (i.e. By-law): Section B – Competition Regulations	
SECTION HEADING: Awards	REGULATION #: B9.07
TITLE: Rick Morrison Memorial Award	
EXISTING REGULATION (EXACT WORDING)	
<p>The trophy donated by the Clarington Speed Skating Club will be awarded annually at the Provincial Short Track Championships. The award recipient will be chosen according to the following criteria:</p> <ul style="list-style-type: none"> <li>a) This award will be based on time only;</li> <li>b) It recognizes the fastest 500 metre short track race by a male skater at a sanctioned competition in Ontario;</li> <li>c) If electronic timing is not used at a meet 0:00.2 must be added to the official time;</li> <li>d) The athlete must skate in the Provincial Championships to be eligible and must be a member in good standing of the Ontario Speed Skating Association;</li> <li>e) The athlete must be Intermediate Age Class or younger;</li> <li>f) The athlete must not be or have been a member of the National Team.</li> </ul> <p>This award is intended to encourage younger male athletes to obtain the goals they have set out for themselves.</p>	
PROPOSED AMENDMENT (EXACT WORDING)	
<p>The trophy donated by the Clarington Speed Skating Club will be awarded annually at the Provincial A Short Track Championships. The award recipient will be chosen according to the following criteria:</p> <ul style="list-style-type: none"> <li>a) This award will be based on time only;</li> <li>b) It recognizes the fastest 500 metre short track race by a male skater at an OSSA sanctioned competition in Ontario skated on a 111.12m track;</li> <li>c) Times from national level meets hosted in Ontario are not eligible;</li> <li>d) If electronic timing is not used at a meet, 0:00.2 must be added to the official time;</li> <li>e) The athlete must skate in the Provincial A Short Track Championships to be eligible and must be a member in good standing of the Ontario Speed Skating Association;</li> <li>f) The athlete must be Junior A (racing age 18) or younger;</li> <li>g) The athlete must not be or have been a member of the National Team, National Junior Team, or National Development Team.</li> </ul> <p>This award is intended to encourage younger male athletes to obtain the goals they have set out for themselves.</p>	
RATIONALE	
<p>The existing regulation no longer reflects the current racing structure in Ontario. Changes to wording are necessary to avoid confusion and to keep with the original spirit of the award.</p> <p>*Also proposing it is included in Annex D3 (as with Kit Jarosz Memorial Award) and list of award recipients are maintained.</p>	
DATE SUBMITTED: March 1, 2013.	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: March 1, 2013.	
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DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Annex A4	REGULATION #: N/A
TITLE: Fees, Dues, Special Assessments	
EXISTING REGULATION (EXACT WORDING)	
See below and next two pages.	
PROPOSED AMENDMENT (EXACT WORDING)	
See below and next two pages.	
RATIONALE	
This chart is updated annually.	
DATE SUBMITTED: March 24, 2013	SUBMITTED BY: Board of Directors
DATE OF LAST REVISION: February 4, 2013	
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)	

Annex A4: Fees, Dues, Special Assessments

<b>Club Fees - Affiliation</b> (see Note 1)	<b>2012-13</b>	<b>2013-14</b>	<b>Notes</b>
<b>10-50 ordinary members</b>	<b>320</b>	<b>320</b>	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 ½ of the regular fee and for the third year, ¾ of the regular fee.
<b>51-100 ordinary members</b>	<b>370</b>	<b>370</b>	
<b>101-150 ordinary members</b>	<b>420</b>	<b>420</b>	
<b>151-200 ordinary members</b>	<b>470</b>	<b>470</b>	
<b>201+ ordinary members</b>	<b>520</b>	<b>520</b>	
<b>Liability &amp; sport accident insurance</b>	<b>230</b>	<b>230</b>	Note 2: 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, is remitted to Speed Skating Canada*. Furthermore, \$2 of each membership fee is classified by OSSA as insurance revenue. Please see Note 13 on page three of this document for planned increases to Speed Skating Canada fees.



<b>Membership Fees (see Note 2)</b>			
	<b>2012-13</b>	<b>2013-14</b>	
<b>Elite skater</b> (see Note 3)	<b>105</b>	<b>115</b>	Note 3: This type of member is a skater who competes in International and/or Domestic sanctioned competitions including SSC National Championships (Age Class, Junior, Senior) Qualifiers, Canada Cups, North Americans, Canada Winter Games and selection events in Canada.
<b>Competitive skater</b> (see Note 4)	<b>100</b>	<b>105</b>	Note 4: This type of member is a skater who competes in any SSC or Branch sanctioned competition not listed in note 3.
<b>Recreational skater</b> (see Note 5)	<b>80</b>	<b>85</b>	Note 5: This type of member is a skater who is a member of OSSA who does not compete in a sanctioned event.
<b>Family (min. 4 family members)</b>	<b>220</b>	<b>230</b>	
<b>Associate, Associate-Coach, Associate-Official</b> (see Note 6)	<b>20</b>	<b>20</b>	Note 6: This type of member contributes as a coach, official, volunteer or parent who does not participate as a skating member. The Associate-Coach and Associate-Official categories should be used to designate registered coaches and officials.
<b>Independent skater</b> (see Note 7)	<b>120</b>	<b>125</b>	Note 7: This type of member can only be registered directly with OSSA and is not for club use.
<b>Independent associate</b> (see Note 7)	<b>25</b>	<b>25</b>	
<b>Introductory member</b> (see Note 8)	<b>10</b>	<b>10</b>	Note 8: This type of member can participate for a maximum of eight ice sessions. This type of member cannot participate in sanctioned competition. <b>AGM NOTE: Last season this member was for EIGHT WEEKS</b>
<b>Special event</b> (see Note 9)	<b>5</b>	<b>5</b>	
<p>Note 9: 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.</p>			



<b>Competition Fees</b>	<b>2012-13</b>	<b>2013-14</b>	
<b>Sanction fee (club)</b>			
<b>Two day</b>	<b>100</b>	<b>100</b>	
<b>One day</b>	<b>85</b>	<b>85</b>	
<b>½ day (check-in fee is waived)</b>	<b>25</b>	<b>25</b>	
<b>Cradle</b>	<b>0</b>	<b>0</b>	
<b>Max entry fee per individual (see Note 10)</b>	<b>2012-13</b>	<b>2013-14</b>	
<b>Two day</b>	<b>100</b>	<b>100</b>	Note 10: 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
<b>One day</b>	<b>80</b>	<b>80</b>	
<b>Platinum Two day (see Note 11)</b>	<b>125</b>	<b>125</b>	Note 11: 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.
<b>Check-in fee per individual (see Note 12)</b>	<b>4.25</b>	<b>4.25</b>	Note 12: No check-in fee is charged for a Special Event Member.

Note 13: Speed Skating Canada fees, including planned increases, are as follows:

- 2012 – 2013; 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
- 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 is remitted to Speed Skating Canada.
- 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 is remitted to Speed Skating Canada.

\*Increases for 2013 – 2015 are anticipated, but cannot be confirmed until the 2013 and 2014 Speed Skating Canada annual general meetings.



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