



**Ontario Speed Skating Association**  
**Minutes of the Annual General Meeting held June 5, 2016**  
**at Quality Hotel and Conference Centre, Oshawa, Ontario**  
**Hereinafter cited as AGM-16**

1. Welcome

At 9:05am on Sunday June 5, 2016, Patti Pokol, President, welcomed delegates to the Ontario Speed Skating Association's (OSSA) 2016 Annual General Meeting and called the meeting to order. Patti then introduced the staff members in attendance, the Board of Directors and the Parliamentarian for the day, Bob Borden who continued to chair the meeting.

2. Confirmation of Delegates

A confirmation of the number of voting members present was announced by Bob Borden. There were thirty-nine (39) voting club delegates and five (5) voting directors for a total of forty-four (44) votes. Twenty-three (23) votes were needed to have a majority on any subsequent votes.

**MOTION AGM-16-01:** To discuss the Proposed Amendments as included in the AGM Report.

Moved by Marg Oliveira, second by Dale Coolidge

Motion Carried.

Discussion:

- The Proposed Amendments should have been posted 21 days prior to the AGM to give the Clubs the opportunity to review them and understand how the Proposed Amendments could impact their clubs.

3. Agenda

**MOTION AGM-16-02:** Moved by Michael Cvitkovic, seconded by, Jamie Lafond, Sudbury that the agenda be approved.

Motion Carried.

4. Minutes – 2015 OSSA Annual General Meeting

**MOTION AGM-16-03:** Moved by Mike Murray, seconded by Paul Emblin that the minutes of the 2015 OSSA Annual General Meeting held on May 23, 2015 be accepted with amendments as discussed.

Discussion:

- Discussion about conflicting calendar dates for Long Track/Short Track competitions in the meeting last year during Emma's presentation but there was no mention about this in the minutes. The Minutes to be amended to reflect this.
- Motion 15-05 there was follow-up required; will this be addressed during the meeting?
- Motion 15-09 affiliation fees were to be discussed over the past year, were they?
- Motion 15-10 follow-up about changing the definition of the Introductory Member. Sarah Leslie spoke that OSSA had recently applied for an RBC Grant to launch a Learn to Speed Skate program but we would not know until August about the success of the application.
- Code of Conduct – Patti will send out a copy of the suggested changes Code of Conduct
- Item 9. Environmental Scan – has a final report been provided from this study? The presentation of our strategic plan was the outcome of this scan. Operational plans are being developed to align with the outcomes of this environmental scan.
- Amendment to be made brought forth by Janique – page 1 of minutes, VP Finance and Administration Report as presented by \_\_\_\_\_ should be replaced by whoever did the presentation (Michael Cvitkovic).
- Change 2013 on page 1 to 2014.

Motion Carried with amendments.

5. Moment of Remembrance

Patti acknowledges the passing of 3 important members of the speed skating community:



**Ontario Speed Skating Association**  
**Minutes of the Annual General Meeting held June 5, 2016**  
**at Quality Hotel and Conference Centre, Oshawa, Ontario**  
**Hereinafter cited as AGM-16**

- Tom Erdman was a member of KWL for approximately 15 years, was a Level 2 Timer, and served on the KWSSC Executive. (May 2016).
- Saya Mullins coach at King Club (July 2015).
- Ian Henniger was a former competitor, long time coach at the provincial, national, and international levels, and as OSSA's Executive Director for 16 years. (April 2016)

6. President's Report as presented by Patti Pokol

- Reviewed the information provided in the Annual General Meeting Report.
- For the first time we see a positive change including new board members who provide great energy and ideas.
- A lot of hard work has been spent on developing and now implementing the strategic plan.
- Blake and Sarah have worked hard at getting momentum going on the high performance plan.
- Have a strategic plan and operational plan; we know where we want to go and we have a plan that will get us there.

7. Athlete Development Report as presented by Blake Morrison

- Reviewed the information included in the report as made available during registration the morning of the AGM.
- 2019 Canada Winter Games is a benchmark for us to see the impact of the HP program.

• Questions:

Mariska Vergeer (Cambridge) – how do you identify skaters? What criteria are used?

- Different criteria used for 14 years of age and older and 11-14 years of age.
- Criteria based on competitive results from '15-'16 season.
- 6 girls and 10 boys shall be invited in each of Tier 1 and Tier 2.
- Selection Criteria is posted on the website

Celeste Peixe-Bouma (Ottawa) – exciting program, is there funding available for Tier 2 athletes?

- Tier 1 skaters will receive the majority of the funding as they were the catalyst for receiving the grant.
- The grant was just over \$91,000.

James Fraser (Kingston) – a comment that Kingston has 26 mats that need to find a new home. How is OSSA working towards ensuring that all mats in the province meet the SSC requirements?

- OSSA assisted 3 clubs this season with securing Trillium grants so mats could be purchased.

Neil Monkman (Gloucester) - Can all the clubs receive a copy of the revenue and expenditures of the SETH program? The first he's heard that Tier 1 athletes are receiving different things than the rest of the athletes. Information about who the coaches are have not been released. How are you working with our club coaches in all of this? There are club coaches, SETH coaches and how will the relationship evolve?

- The grant that was put forward will be posted on the OSSA website.
- The \$91,000 came from Ministry of Sport, Culture & Tourism. The narrow focus came directly from the Government.
- Only 15 applications were successful.
- CSIO, SSC and Ministry all had to be involved in the final stages of this grant application. There are continual reporting procedures throughout this grant period and 15 % is held until reporting is completed.
- This is our inception year for SETH – previously there were setbacks with dissemination of information. OSSA is committed to ensuring this does not happen again.

Diane Simpson (Newmarket) – Will the kids that are going to SETH have to pay \$500 and what is the \$500 going to cover?

- Ice rental, administration costs etc. Both tier 1 and tier 2 athletes have to pay the \$500 registration fee.



**Ontario Speed Skating Association**  
**Minutes of the Annual General Meeting held June 5, 2016**  
**at Quality Hotel and Conference Centre, Oshawa, Ontario**  
**Hereinafter cited as AGM-16**

One additional delegate arrived bringing the total voting club delegates to forty (40) and five (5) voting directors for a total of forty-five (45) votes. Twenty-four (24) votes were needed to have a majority on any subsequent votes.

8. Education Report as presented by Patti Pokol
  - Doug was unable to attend the AGM and has resigned from the OSSA and K-W board.
  - Reviewed the information included in the Annual General Meeting Report.
  - Both officials committee and coaches committee have been filled for the season. For this year we will have full, active committees.
  
9. Vice President Finance and Administration Report as presented by Michael Cvitkovic
  - Reviewed the information included in the report as presented at the Annual General Meeting.
  - Decline in membership of 14%
  - Reclaimed aged receivables in the amount of \$22,000 of the \$35,000 in outstanding debt.
  - New fiscal will run from September 1<sup>st</sup> – August 31<sup>st</sup>.
  - Moving to electronic banking and will eventually phase out cheques.
  - The board approved budget for transitional period (April 1 – August 31 2016) will be circulated with the AGM minutes.

Discussion:

- Questions:

Simon Barker (Kawartha) – note of well done regarding the financial presentation. OSSA's problems are the Club's problems. Keep up the good work.

Mike Allen (Barrie) – similar sentiments as Kawartha. Some concerns about moving to the September date as the fiscal year would have finished many months before we get to discuss and reflect on it at the AGM.

- By having president's calls and reviewing the budget, it will reduce the number of surprises and share information throughout the season.
  - The next full fiscal year budget will be sent out in mid August and the full Finance & Admin presentation will be attached to the AGM Minutes.
  - The AGM may be moved closer to the end of the season.
- Approval of 2015-2016 Audited Statements

**MOTION AGM-16-04:** Moved by Mike Murray, seconded by Neil Monkman that the 2015-2016 Audited Financial Statements be accepted.

Motion Carried.

- Approval of Auditor for 2016-2017

**MOTION AGM-16-05:** Moved by Michael Cvitkovic, seconded by Janique Gagnon that the 2016-2017 Auditor be MNP LLP, located at 475 Bond St. W. in Oshawa.

Motion Carried.

- Proposed Amendments

**MOTION AGM-16-06:** Moved by Marg Oliveira, seconded by Paul Emblin to approve Amendment #1; Update to Annex 5.

Discussion: None

Motion Carried.



**Ontario Speed Skating Association**  
**Minutes of the Annual General Meeting held June 5, 2016**  
**at Quality Hotel and Conference Centre, Oshawa, Ontario**  
**Hereinafter cited as AGM-16**

**MOTION AGM-16-07:** Moved by David Butterworth, seconded by Michael Cvitkovic to approve Amendment #2; Update to Annex 6.

Discussion: None

Motion Carried.

**MOTION AGM-16-08:** Moved by Neil Monkman, seconded by Blake Morrison to approve Amendment #3; Update to Regulation 9.09.1

Discussion: None

Motion Carried.

**MOTION AGM-16-09:** Moved by Jaime Lafond, seconded by Mike Murray to approve Amendment #4; Update to Annex B1.

Discussion: None

Motion Carried.

**MOTION AGM-16-10:** Moved by David Butterworth, seconded by Michael Cvitkovic to approve Amendment #5; Update to Annex B3.

Discussion:

- Paul Emblin from Milton pointed out this Amendment conflicts with Amendment on Page 73.

Motion Carried.

**MOTION AGM-16-11:** Moved by Blake Morrison, seconded by Joanne Michaud to approve Amendment #6; Addition of Annex B3-05.

Discussion: None

Motion Carried.

**MOTION AGM-16-12:** Moved by Blake Morrison, seconded by Michael Cvitkovic to approve Amendment #7; Update to Annex B5.06.

Discussion:

- Celeste Peixe-Bouma (Ottawa) asked whether athletes need to bring waivers to every meet or whether we will be using Click Waiver?
- For the upcoming season we will continue with the paper waiver forms being brought to every competition with the intent of using Click Waiver in the future.

Motion Carried.

**MOTION AGM-16-13:** Moved by Blake Morrison, seconded by David Butterworth to approve Amendment #8; Addition of Annex B5.07.

Discussion:

- Clubs use various methods of registering members for competitions.



**Ontario Speed Skating Association**  
**Minutes of the Annual General Meeting held June 5, 2016**  
**at Quality Hotel and Conference Centre, Oshawa, Ontario**  
**Hereinafter cited as AGM-16**

Amendment Withdrawn.

**MOTION AGM-16-14:** Moved by Marg Oliveira, seconded by David Butterworth to approve Amendment #9; Update to B9.06.

Discussion:

- Concern about awarding this at the Provincial A Short Track Championship when the B and C Championship has not yet taken place.
- Confirmation that the name on the plaque is not made until the end of the Provincial A Championship.

**MOTION AGM-16-15:** Moved by Neil Monkman, seconded by Michael Cvitkovic to remove “at the Provincial A Short Track Championships” from the Proposed Amendment #9; Update to B9.06.

Discussion:

- It is ideal to present the award to the recipient during a large gathering so they can be acknowledged.
- It was suggested to go back to Jean Marie Leduc and get his opinion.

Motion Carried.

MOTION AGM-16-14 DEFEATED

Amendment #10; Update to B9.07 WITHDRAWN

**MOTION AGM-16-16:** Moved by Blake Morrison, seconded by David Butterworth to approve Amendment #11; Update to B10.02.

Withdrawn.

9. Marketing & Communications Report as presented by David Butterworth  
Reviewed the information provided in the Annual General Meeting Report.

10. Sport Development Report as presented by Marg Oliveira

- Reviewed the information provided in the Annual General Meeting Report.
- Acknowledgement of all the hard work done by Sarah Leslie.
- A breakdown of the Membership Numbers by Membership Category will be included with the AGM minutes.

11. Statistician’s Report as presented by Sarah Leslie

**MOTION AGM-16-17:** Moved by Janique Gagnon, seconded by David Butterworth to accept the records as presented.

Motion Carried.

12. New Business

- None

13. Elections

Slate of candidates presented:

**Vice President Finance and Administration (two year term):** Michael Cvitkovic was elected by acclamation.



**Vice President Education (two year term):** Dale Coolidge was elected by acclamation.

**Vice President Athlete Development (two year term):** Blake Morrison was elected by acclamation.

**MOTION AGM-16-18:** Moved by James Fraser, seconded by Blake Morrison that the meeting be adjourned at 12:05pm.

## ATTENDEES – OSSA 2016 ANNUAL GENERAL MEETING

	<i>First</i>	<i>Last</i>	<i>Club</i>	<i>Title</i>	<i>Vote</i>
1	Mike	Allen	Barrie	President	1
2	Sarah	Beynon	Barrie	Vice President	1
3	Bojana	Djukic	Brampton	Secretary	1
4	Maria	Felice	Brampton	Secretary	1
5	Rebecca	Champagne	Cambridge	Member of the Board	1
6	Brie	Connors	Cambridge	VP Registration and member of the Board	1
7	Mariska	Vergeer	Cambridge	General Manager	1
8	Dale	Coolidge	Clarington	Official	0
9	Debbie	McCulloch	Durham	President	1
10	Janique	Gagnon	Gloucester	Secretary	1
11	Joanne	Michaud	Gloucester	Registrar	1
12	Neil	Monkman	Gloucester	President	1
13	Mike	Murray	Golden Horseshoe	President	1
14	Will	Mason	Hamilton	President	1
15	Simon	Barker	Kawartha	President	1
16	Rose	Kimber	King	President	1
17	James	Fraser	Kingston	President	1
18	Andrew	Goss	Kingston	Coach	1
19	Debbie	Langridge	KW Sertoma	Secretary	1
20	Angela	Schrum	KW Sertoma	President	1
21	Julie	Walsh	KW Sertoma	Coach	1
22	Murray	Ebel	London	President	1
23	Jason	Fisher	London	Treasurer	1
24	Ron	Blackwell	Markham	Head Coach	1
25	Lisa	Liew	Markham	President	1
26	Paul	Emblin	Milton	President	1
27	Kim	Fletcher	Milton	Member at Large	1
28	Natasha	Maynard	Newmarket	ST Meet Registrar	1
29	Diane	Simpson	Newmarket	President	1
30	David	Butterworth	OSSA	Vice President Marketing & Communications	1



*Ontario Speed Skating Association  
Minutes of the Annual General Meeting held June 5, 2016  
at Quality Hotel and Conference Centre, Oshawa, Ontario  
Hereinafter cited as AGM-16*

31	Michael	Cvitkovic	OSSA	Vice President Finance & Administration	1
32	Sarah	Leslie	OSSA	Manager, Sport Programs	0
33	Blake	Morrison	OSSA	Vice President Athlete Development	1
34	Marg	Oliveira	OSSA	Vice President Sport Development	1
35	Hannah	Plexman	OSSA	Manager, Administration	0
36	Patti	Pokol	OSSA	President	1
37	Anne	Walton	OSSA	Bookkeeper	0
38	Tanya	Gilles-Cornacchia	Ottawa	Treasurer	1
39	Jesse	Pauley	Ottawa	Coach	1
40	Celeste	Peixe-Bouma	Ottawa	President	1
41	Abigail	Pickard	Ottawa	Official	1
42	Richard	Young	Ottawa	Technical Director	1
43	Don	Verhage	Quinte	President	1
44	Laura	Woodall	Quinte	Executive Member - Special "O" Prime	1
45	Paul	Woodall	Quinte	Director	0
46	Jaime	Lafond	Sudbury	Treasurer	1
47	Cameron	Boyd	Toronto	Head Coach	1
48	Meryl	Nelson	Toronto	Marketing Board Member	1
49	Jennifer	Varden	Toronto	Registrar	1
50	Leo	Zan	Toronto	Member	1
51	Bob	Borden		Moderator	0
				<b>Total</b>	<b>45</b>



## APPENDIX 3 – PROPOSED AMENDMENTS

### ANNEX A7: OSSA REGULATIONS AMENDMENT FORM (EXCERPTED FROM INFORMATION MANUAL)

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Administration Regulations	REGULATION #: Article A7.02 and Annex 5 (Expense Claim Form)
TITLE: Financial Affairs	
EXISTING REGULATION (EXACT WORDING)	
"No payment of expenses shall be made unless an expense voucher form ( <u>attached as Annex A5</u> ) is completed and forwarded to the Director or to the Vice President Finance and Administration."	
PROPOSED AMENDMENT (EXACT WORDING)	
"No payment of expenses shall be made unless an expense voucher form ( <u>as provided by the OSSA office</u> ) is completed and forwarded to the Director or to the Vice President Finance and Administration." Also: Removal of OSSA Expense Claim form from Information Manual on page 21.	
RATIONALE	
The expense form found in the Information Manual is outdated (incorrect phone, fax, and address). An electronic version (excel form) is currently available from the OSSA office. Members can contact the OSSA office for the most up to date expense claim form.	
DATE SUBMITTED: March 23, 2016.	SUBMITTED BY: Sarah Leslie
DATE OF LAST REVISION:	
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 A7: OSSA REGULATIONS AMENDMENT FORM**  
**(EXCERPTED FROM INFORMATION MANUAL)**

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Administration Regulations	REGULATION #: Annex A6
TITLE: OSSA Expense Guidelines	
EXISTING REGULATION (EXACT WORDING)	
12. Mail Expense Form and receipts (stapled to the back of the form) to the OSSA office: Ontario Speed Skating Association, PO Box 1179, Lakefield, Ontario K0L 2H0	
PROPOSED AMENDMENT (EXACT WORDING)	
12. Submit Expense Form and receipts to the OSSA office: Ontario Speed Skating Association, 214 Bond Street East, Oshawa, ON L1G 1B5 Email: <a href="mailto:ossa@ontariospeedskating.ca">ossa@ontariospeedskating.ca</a>	
RATIONALE	
The address listed is no longer in used. Forms and receipts are acceptable via email.	
DATE SUBMITTED: March 23, 2016.	SUBMITTED BY: Sarah Leslie
DATE OF LAST REVISION:	
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 A7: OSSA REGULATIONS AMENDMENT FORM**  
**(EXCERPTED FROM INFORMATION MANUAL)**

<b>DOCUMENT TO BE AMENDED (i.e. By-law):</b> By-law	
<b>SECTION HEADING:</b> Article	<b>REGULATION #:</b> 9.09.1
<b>TITLE:</b> Election of Directors	
<b>EXISTING REGULATION (EXACT WORDING)</b>	
Subject to Article 9.08.2, if there is a quorum of Directors remaining in office, those Directors so remaining, may by resolution elect an eligible individual to fill any vacancy on the Board for the remainder of the term.	
<b>PROPOSED AMENDMENT (EXACT WORDING)</b>	
Subject to Article 9.08.2, if there is a quorum of Directors remaining in office, those Directors so remaining, may by resolution elect an eligible individual to fill any vacancy on the Board until the next AGM. At that time the position will be subject to election by the Voting Delegates for the remainder of the term for that position as defined in Article 9.	
<b>RATIONALE</b>	
This is the normal practice when Directors are elected at an AGM for more than a single year. The spirit and intent of the By-law is that the Director is elected by the Voting Delegates at an AGM. To permit the Board to appoint an individual for a term that goes past an AGM, when the Voting Delegates would be able to elect an individual into that position goes against the spirit and intent of the By-law. In addition it brings Article 9.09.1 in line with Article 9.09.2 which requires election by the Voting Delegates at a duly called AGM.	
<b>DATE SUBMITTED:</b> 4 April 2016	<b>SUBMITTED BY:</b> Gloucester Concordes Speed Skating Club
<b>DATE OF LAST REVISION:</b> 23 MAY 2015	
<b>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)</b>	



ANNEX A7: OSSA REGULATIONS AMENDMENT FORM  
(EXCERPTED FROM INFORMATION MANUAL)

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Section B – Competition Regulations	REGULATION #: Article B1.03 and Annex B1 (OSSA Sanction Application)
TITLE: Sanction, Sanction Fee and Check-In Fees	
EXISTING REGULATION (EXACT WORDING)	
“No competitive event may be held by any affiliated club unless it is sanctioned by the Association. The Club President or the designated meet co-ordinator shall apply for the necessary sanction for an event on the prescribed form, <u>which is attached as Annex B1</u> . Club mini meets do not require a sanction.”	
PROPOSED AMENDMENT (EXACT WORDING)	
“No competitive event may be held by any affiliated club unless it is sanctioned by the Association. The Club President or the designated meet co-ordinator shall apply for the necessary sanction for an event on the prescribed form. Club mini meets do not require a sanction.”	
Also: Removal of Annex B1 (OSSA Sanction Application) on page 31 of the Information Manual.	
RATIONALE	
The Sanction Application form found in the Information Manual is outdated. An electronic version is currently available from the OSSA office. Members can contact the OSSA office for the most up to date method of applying for a sanction.	
DATE SUBMITTED: March 23, 2016.	SUBMITTED BY: Sarah Leslie
DATE OF LAST REVISION:	
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 A7: OSSA REGULATIONS AMENDMENT FORM**  
**(EXCERPTED FROM INFORMATION MANUAL)**

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Section B – Competition Regulations	REGULATION #: Annex B3
TITLE: Conditions for Recognition of Ontario Records	
EXISTING REGULATION (EXACT WORDING)	
Note: In cases where a National record is established, meet co-ordinators are to forward the original documentation to SSC, and photocopies to the OSSA office.	
PROPOSED AMENDMENT (EXACT WORDING)	
Note: In cases where a National Masters record is established, meet co-ordinators are to forward the original documentation to the OSSA office. The OSSA office will forward copies of the documentation to SSC or the designated Master representative as required.	
RATIONALE	
SSC no longer maintains national records for children and youth. There may not be an active national Masters representative designated to review records.	
DATE SUBMITTED: March 23, 2016.	SUBMITTED BY: Sarah Leslie
DATE OF LAST REVISION:	
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 A7: OSSA REGULATIONS AMENDMENT FORM**  
**(EXCERPTED FROM INFORMATION MANUAL)**

<b>DOCUMENT TO BE AMENDED (i.e. By-law): Section B - Competition Regulations</b>	
<b>SECTION HEADING: Article B3 - Events</b>	<b>REGULATION #: B3-05 (NEW)</b>
<b>TITLE:</b>	
<b>EXISTING REGULATION (EXACT WORDING)</b>	
No current regulation exists.	
<b>PROPOSED AMENDMENT (EXACT WORDING) – Proposing a new regulation (B3-05)</b>	
B3.05 If the designated host club of an OSSA meet (regular season or Provincial Championship) is no longer able or no longer willing to host the event as originally scheduled, the club must immediately notify the OSSA office. It will be the responsibility of the Association to determine the next steps. It will be the responsibility of the Association to communicate such changes to the membership.	
<b>RATIONALE</b>	
There have been multiple occasions in recent seasons where a scheduled meet was either cancelled or rescheduled. Clubs have posted their own messages which caused confusion for OSSA members.	
<b>DATE SUBMITTED: February 26, 2016.</b>	<b>SUBMITTED BY: Sarah Leslie</b>
<b>DATE OF LAST REVISION:</b>	
<b>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)</b>	



**ANNEX A7: OSSA REGULATIONS AMENDMENT FORM**  
**(EXCERPTED FROM INFORMATION MANUAL)**

DOCUMENT TO BE AMENDED (i.e. By-law): Section B	
SECTION HEADING: Competition Regulations	REGULATION #: B5.06
TITLE: Registration	
EXISTING REGULATION (EXACT WORDING)	
ARTICLE B5: REGISTRATION The standard waiver form, SSC rule K25-100, is to appear on the entry forms of all OSSA sanctioned meets.	
PROPOSED AMENDMENT (EXACT WORDING)	
ARTICLE B5: REGISTRATION All OSSA sanctioned meets shall use the most recent Meet Announcement template and Registration Form template as provided by OSSA.	
RATIONALE	
A new waiver and assumption of risk document was provided by OSSA for the 2015-2016 season. The OSSA templates ensure consistent messaging and a consistent look for its sanctioned meets.	
DATE SUBMITTED: February 26, 2016.	SUBMITTED BY: Sarah Leslie
DATE OF LAST REVISION:	
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 A7: OSSA REGULATIONS AMENDMENT FORM**  
**(EXCERPTED FROM INFORMATION MANUAL)**

DOCUMENT TO BE AMENDED (i.e. By-law): Section B	
SECTION HEADING: Competition Regulations	REGULATION #: B5.07 (NEW)
TITLE: Registration	
EXISTING REGULATION (EXACT WORDING)	
Does not exist in current Information Manual.	
PROPOSED AMENDMENT (EXACT WORDING)	
Speed Skating Canada's Member Management System (MMS) shall be the only system used to provide online registration for OSSA sanctioned meets.	
RATIONALE	
Using one system will reduce the confusion encountered by members when online registration is offered. OSSA members will already be familiar with MMS as part of their club registration.	
DATE SUBMITTED: February 26, 2016.	SUBMITTED BY: Sarah Leslie
DATE OF LAST REVISION:	
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 A7: OSSA REGULATIONS AMENDMENT FORM  
(EXCERPTED FROM INFORMATION MANUAL)

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Article B9 Awards	REGULATION #: B9.06
TITLE: Kit Jarosz Memorial Award	
EXISTING REGULATION (EXACT WORDING)	
<p>The trophy 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. This trophy and cheque are intended to encourage younger female athletes to obtain the goals they have set out for themselves.</li></ul>	
PROPOSED AMENDMENT (EXACT WORDING)	
<p>The trophy 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 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. This trophy and cheque are intended to encourage younger female athletes to obtain the goals they have set out for themselves.</li></ul>	
RATIONALE	





**Ontario Speed Skating Association**  
**Minutes of the Annual General Meeting held June 5, 2016**  
**at Quality Hotel and Conference Centre, Oshawa, Ontario**  
**Hereinafter cited as AGM-16**

Mr. Jean-Marie Leduc asked that the wording “The athlete must skate in the Provincial A Short Track Championships to be eligible” be removed from the criteria so as to better reflect the original intent of the award.

DATE SUBMITTED: March 1, 2016

SUBMITTED BY: Sarah Leslie

DATE OF LAST REVISION:

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 A7: OSSA REGULATIONS AMENDMENT FORM**  
**(EXCERPTED FROM INFORMATION MANUAL)**

DOCUMENT TO BE AMENDED (i.e. By-law): Information Manual	
SECTION HEADING: Article B9 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 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>d) 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>e) The athlete must be Junior A (racing age 18) or younger;</li> <li>f) The athlete must not be or have been a member of the National Team, National Junior Team, or National Development Team.</li> </ul>	
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 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>	
RATIONALE	
<p>Two typos to be corrected.</p> <p>Additionally, to match criteria with the proposed amendment put forth regarding the female award (Kit Jarosz trophy).</p>	



**Ontario Speed Skating Association**  
**Minutes of the Annual General Meeting held June 5, 2016**  
**at Quality Hotel and Conference Centre, Oshawa, Ontario**  
**Hereinafter cited as AGM-16**

DATE SUBMITTED: March 1, 2016	SUBMITTED BY: Sarah Leslie
DATE OF LAST REVISION:	
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 A7: OSSA REGULATIONS AMENDMENT FORM  
(EXCERPTED FROM INFORMATION MANUAL)

DOCUMENT TO BE AMENDED (i.e. By-law): Section B	
SECTION HEADING: Competition Regulations	REGULATION #: B10.02
TITLE: Post Competition Administration	
EXISTING REGULATION (EXACT WORDING)	
ARTICLE B10: POST COMPETITION ADMINISTRATION  B10.02 The Meet Co-ordinator of any OSSA sanctioned meet shall forward copies of: <u>results (2 copies), special procedures (if applicable), official lists and injury reports, along with any supporting documents to the OSSA office within ten (10) days after the competition.</u> 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 Coordinator of any OSSA sanctioned meet shall complete the required administrative reports as identified by the OSSA office within twenty-one (21) days after the competition. Whenever application is made to SSC for new Canadian records, Meet Coordinators 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	
Meet Coordinators and Chief Referees are now using an online link to Google Docs to report after the event. The OSSA Hosting Manual lists the information that is requested post-event. The OSSA office sends a reminder of this list to the Meet Coordinators. Additional administrative work is time-consuming and not necessary. Clubs have found the 10 day deadline difficult to manage. Past experience has shown that if the administrative work has not been completed within 3 weeks of the meet, it rarely gets completed.	
DATE SUBMITTED: February 26, 2016.	SUBMITTED BY: Sarah Leslie
DATE OF LAST REVISION:	
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)	