



Exceptional Whitewater & Watersports Experiences

Approved - 2022 Annual General Meeting Minutes

February 28, 2022

7pm – 9 pm

Chair – Sara Jordan

Secretary - Darrell Wiebe

AWA Executive and attendance

P – Present

A – Absent

V - Voting

P	Sara Jordan	President	V		Connie Doran-Wu	Recreation
P	Matthew Corbet	Vice President	V	P	Lee Green	Director at Large
P	Mike Holroyd	Executive Director			Rhodri Howley	Polo Director
P	Jamie Hennesey	Treasurer	V	P	Jeff Boyd	Slalom Director
P	Simon Gibson	Communications		P	Eric Bissel	Freestyle Director
	Andrew Dowman	Facilities/Environment		P	Darrell Wiebe	Secretary V
P	Mark Taylor	Education/Leadership				

Tyler Toohey	Trevor Zaharichuk
Shane Weatherrill	Dale O'Brien
Alexander Ramrattan	Robyn Brown
Liam Smedley	Angie Schroderus
Robb Oliver	Elissa McColl
Gord	Sylvia Borealis
Erik Rust	Lori Davis
Sarah Marsanich	David Bullas
April	

1. Call to Order (Quorum of 25% of 19 Clubs met) Called to order at 18:08

2. Approvals
 - 2.1 Motion to approve the agenda
 - 2.2 Motion to approve the minutes of the 2021 AGM

Zoom Meeting

<https://us06web.zoom.us/j/87040298632?pwd=VzhGcFZsSIVBY3ZiTnF3ZGh0ZUEvZz09>

Meeting ID: 870 4029 8632

Passcode: 526660

Reports & Documents:

https://drive.google.com/drive/folders/1Z_534v38QMGZvpf3b3ywXILxc376MHrr?usp=sharing

7p Attendance - Introductions 28 People in attendance at 19:12

1. 7:05p Call to Order at (Quorum of 25% of 20 clubs = 5)
We have Quorum - Called to order 19:04
2. Approvals
 - 2.1. **Motion** to approve the agenda - **Approved - Matt Corbett Seconded - Dale O'Brien**
 - 2.2. **Motion** to approve the [minutes of the 2021 AGM](#) (see bottom of this document) - **Approved - Jamie Henesey Seconded - Simon Gibson**
3. Reports
 - 3.1. 7:15-7:45p Club Reports 3min highlight Slides - **Please send in report before and we will drop it in this [Folder](#)**

Club Reports in the folder for more details refer to slides
 - Sylvia from Ft McMurray - 'adopt a throne', flew into a lake. Had a great year. Grew the membership as shown on the slide.
 - EWP - Dale, Rundle park summer lesson went well
Group may go to the Cup of the west
203 members this year
*Darrel and Dale will be inducted into the Alberta Hall of Fame**Promote**
 - Robyn Slave river Paddlefest did well, no community spread from covid. Planning it again for 2022 **Promote**
PS, hard to get in the pool because they have done a renovation. The people were very interested in pool sessions. They were not able to bring people into coach so they have been training locals. Solstice event in June. Looking into the highschool program for volunteers.
 - Cottonwood Alexander, 10 -15 kids more when adults attend,
 - Whitewater Paddling Club, started club this fall, with UofC outdoor Erik Rust, excited for the first summer on the water. Club is now up to 50 members. Open to all disciplines.

- Rocky, Lori, numbers were down 132. About half of the regular membership. Kid KYD Kayak Youth Devo, this group got out on the local waves a lot, and other spots including HP, Kan, Repsol. Trying to get a lease so the group can get together. Womens weekend was a great success. Included SWR. Polo going full bore.
- Bow waters CC, hosted the New Canadians initiative
- Shane from Paddle Junkies, river runs were down but the membership was steady. Hard to find trip leaders this year. They are looking for more. tripleaders@paddlejunkies
- Elissa, BVKC, sold out womens kayak weekend. Two events, both on the red deer rivers. This year they are going to the Brierlies. Pool sessions every other Thursday. Buy Online. 2 hour session. Odd Thursdays are playboat polo. Question from Lori - are the youth attending Polo? Yes they are. These guys also did an adaptive paddle night. Possibly the first L3 parapalegic to paddle Class 2
- Calgary Kayak club, Jeff G. Kanfest was back to normal, good turn out. Made money, over the life of the fest they've brought in 75K. Over half has been donated. Planning, should have some new blood joining in; Trevor Z, Polo is still looking for a facility. Might try Repsol. Will try and expand their equipment. Looking for committee members and polo players. Question, Dale O, have they tried the UofC? A; cost prohibitive.
- UAPS, Lee, club BDP, they are back in the pool, open on Sunday evenings, two rounds of beginners, and three cohorts of the roll program.
- Waterwerks, Rob O, 90 members, parents and kids. Lil Tykes group were on the canal, and have moved into HP. HP nights were going 2-3 times per week. Freestyle clinic with Kalob. Nathan made the national team and will go to worlds. Check the website for their programing.

Reports done 8pm

Prizes, 1st winner is David

2nd Liam

3rd Angie

– Prizes – Matt - 2 spins

3.2. 7:45-8:05p AWA Reports

- Sara reviews AWA Priority Review please see the slides. Talked about what was accomplished in planning.

3.2.1. 2021 - Key Priorities In review (Sara)

3.2.1.1. Strategic Planning - completed

3.2.1.2. SafeSport - 50%

This is a Milestone for AWA to have auditing done by a professional and that it has been done prior to the AGM.

3.3. 8:15-8:30p Discipline Director Slides - Please send in report before and we will drop it in this [Folder](#)

3.3.1. Alberta Slalom Canoe Kayak (ASCK) (Jeff/Liam)

- Review the slides, great presentation by Liam

3.3.2. Alberta Canoe Polo Association (ACPA) (Lori)

- The youth event had participation from all over north america
- Covid had a negative impact but at the end of the year the picked up momentum
- They are sharing resources to grow the sport
- Cup of the North was cancelled unfortunately
- Have helped to get some new equipment for the clubs
- Plans include more focus on Strategic planning
- Supporting a youth team to go to San Francisco. Some may even go to the Worlds in France.

3.3.3. Alberta Playboaters League (APL) (Eric)

- APL goal to build freestyle across the province.
- Planning to help clubs grow
- Running camps and events
- Contact their group if you want get some support for your club. Question Jeff G, can you help kanfest, answer, yes send him an email.

4. 8:30-8:50p 2022 Key Priorities from Operational / Strategic Plan (Mike)

4.1. Access & Whitewater Development

4.1.1. Kan upgrades

- Building an adjustable wave and upgrading the course, AWA and river surfers 210K still have a shortfall of 100K.
- Working to get access to the ghost.

4.1.2. Harvie Task Force

- Meeting coming up quickly and a CRUA for another update
- The city has come to the table for the first time since 2000. Very exciting

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4.1.3. Access

4.2. Engagement & Growth

- Due to Covid we've seen some clubs grow and some suffer. We can help with comms and events.

4.2.1. Communications

4.3. Club support & broad participation

4.3.1. Work closely with clubs

4.3.2. Explore Innovative programs

- Working with Spirit North in Morley and Cold Lake. They have 12 people they want to train up in Morley. We have no one

currently in Cold lake so it would be great to bring them on board.

- We would love to bring more women into the sport. The goal is parity.
- Working with TylerToohey to build a way to access his awesome photos.

4.4. Education

4.4.1. Symposium & Evaluations

- Happening in April, still looking for participants. Building a bigger community of instructors in AB, BC. working hard to get the word out so we can have more information out for people that want to be instructors.

4.5. Athlete/Paddler development

- Working to get a vast amount of skills throughout the clubs

Time constraints have made us skip to the elections. 8:59

5. New Business

- Dale O'Brien is volunteering to join a group for Ab Summer Games
- Simon Gibson will also help

6. 8:50pm Elections for the 2021 Board of Directors (Matthew Corbet)

Election of Directors (all 2 year terms unless otherwise noted)

Board Terms of Reference (see bottom of document)

President – Sara Jordan (up for election 2yrs, willing to stand)

- Any other willing to stand for president? Matt C

Sara Jordan Acclaimed

Vice President – Matthew Corbet (one year remaining)

Treasurer - Jamie Hennesey (one year remaining)

Secretary - Darrell Wiebe (up for election 2yrs, willing to stand)

- Any other willing to stand for secretary? Matt C

Darrell Wiebe Acclaimed

Education Director - Mark Taylor (up for election 2yrs, willing to stand)

- Any other willing to stand for ED? Matt C

Mark Taylor Acclaimed

Communications - Simon Gibson (up for election 2yrs, willing to stand)

- Any other willing to stand for Communications? Matt C

Simon Gibson Acclaimed

Facilities and Environment - Andrew Dowman (one year remaining)

Recreation Director - Connie Doran-Wu (up for election 2yrs)

Nominated Sarah Marsanich **Get in touch with an orientation**

Director at Large (including Safe Sport role) - Lee Green (one year remaining, but going on sabbatical in June)

Lee encourages someone to step forward

Polo Director - Rhodri Howley

Slalom Director - Jeff Boyd

Freestyle Director - Eric Bissel

All elections complete by 9:08

– Prizes – Matt - 2 spins

Last prize goes to Erik

7. **Adjournment at 9:24**

Appendix:

Role Descriptions for Board / Executive Members

AWA Board:

Voting

President *

Vice President *

Treasurer *

Secretary *

Director of Communications and
Marketing

Director of Facilities & Environment
Director of Education and Leadership
Director of Recreation Development
Director at Large – Includes Safe
Sport Chair Role
Slalom Chair
Freestyle Chair
Canoe Polo Chair

*Executive

Staff / service providers

[KN3]

ED/Admin
Book Keeper
Slalom Head Coach

General Requirements for all members of the Board:

- § Regularly attends monthly Board meetings (minimum of eight within the year)
- § Attends other important and necessary Board meetings
- § Volunteer for and accept assignments with commitment to complete within agreed upon timeframe
- § Keep informed about committee matters by checking email three days Monday-Friday
- § Prepare for and actively engage in meetings
- § Contribute towards building a team that moves business forward based on consensus.
- § Conducts themselves as a profession representative and spokesperson of the society
- § Notifies the Board Chair if unable to carry out requirements as a Board Member

Specific Role Responsibilities

President (Chair)

- Supervises the affairs of the Board,
- Chairs all meetings of the Society, the Board and the Executive Committee
- Is an *ex officio* member of all Committees, except the Nominating
- Acts as the spokesperson for the Society
- Presidents the Executive Committee
- Carries out other duties assigned by the Board
- Interface with Provincial & National Governing body
- Advocacy for the Association (representative of the sport in Alberta to external stakeholders)
- Annual report to members at AWA AGM
- Guides AWA Governance – structure, policies, bylaws
- Encourages Board's role in strategic planning
- Appoints the chairpersons of committees, in consultation with other Board members.

- Helps guide and mediate Board actions with respect to organisational priorities and governance concerns.
- Monitors financial planning and financial reports.
- Annual Review of the Strategic Plan (to be developed), e.g., progress assessment, priority setting and objective setting for the next year

VP

- Presides at meetings in the President's absence
- If the Vice-President is absent, the Directors elect a Chair for the meeting.
- Replaces the President at various functions when asked to do so by the President or the Board;
- Chairs the Personnel Committee;
- Is a member of the Executive Committee
- Carries out other duties assigned by the Board

Treasurer

- Makes sure all monies paid to the Society are deposited in a chartered bank, treasury branch or trust company chosen by the Board
- Makes sure a detailed account of revenues and expenditures is presented to the Board as requested
- Makes sure an audited statement of the financial position of the Society is prepared and presented to the Annual General Meeting
- Chairs the Finance Committee of the Board
- Is a member of the Executive Committee
- Carries out other duties assigned by the Board
- Administrates fiscal matters of the organisation
- Provides annual budget to the board for members' approval
- Ensures development and board review of financial policies and procedures
- Supports the development and maintenance of various fund-raising opportunities, e.g., grants, casinos, through providing needed financial information and reporting
- Coordinates annual audit of financial records;
- Accountable for preparation of fiscal year end audited report for Annual General Meeting

Secretary

- Attends all meetings of the Society, the Board and the Executive Committee
- Keeps accurate minutes of these meetings; in both hard copy and electronic format
- Has charge of the Board's correspondence;
- Makes sure a record of names and addresses of all Members of the society is kept
- Makes sure all notices of various meetings are sent
- Makes sure annual fees are collected and deposited
- Keeps the Seal of the Society
- Files the Annual Return, changes in the directors of the organisation, amendments in the bylaws and other incorporating documents with the Corporate Registry including changing the Registered Office of the Society
- Carries out other duties assigned by the Board
- Issues notice and agenda for Annual General Meeting

Director of Communications and Marketing

- Ensure communication to members happens in a timely manner
- Ensures consistent messaging from the AWA to members over various digital platforms (email, social media, website)
- Ensures the organisation and sport is advertised to the public

Director of Facilities & Environment

- Kananaskis race site, river course and other venues and related issues throughout Alberta
- AWA representative on LKRUA (Lower Kananaskis River Users Association)
- Provide support from the Board to the AWA Executive Director / Admin on relevant projects

Director of Education and Leadership

- Coach & Paddler development
- Instructor Training
- Provide support from the Board to the AWA Executive Director / Admin on these projects

Director of Recreation Development

- Liaison with recreation clubs WW Festival contact to AWA
- In conjunction with Executive Director / Admin, maintain contact with recreation paddlers as to the activities of the AWA and provide / communicate identified training opportunities for the recreation paddler
- In conjunction with Executive Director / Admin and Director of Paddler Development identify / gain support for / develop / communicate training opportunities for the recreation paddler

Director at Large

- Support board on various committees
- Safe Sport Discipline Chair
 - o Oversee overall Safe Sport policy
 - o Point of contact if the Independent Safe Sport Officer, hired by Canoe Kayak Canada, receives a complaint from within Alberta's jurisdiction.

Slalom Chair

- Role filled by President of ASCK (Alberta Slalom Canoe Kayak) or designate
- Maintain communication / cooperation amongst Boards – leverage resources and share priorities
- ASCK Board provides strategic direction to Slalom High Performance Coach

Canoe Polo Chair

- Role filled by President of ACPA (Alberta Canoe Polo Association) or designate
- Canoe polo programming development, scheduling and implementation
- Identify coaching and coaching development needs

Freestyle Chair

- Freestyle programming development, scheduling and implementation
- Identify coaching and coaching development needs
- Work closely with AWA Executive Director / Admin to fulfil this role