
ONEC 2016 AGM Meeting Minutes

Call to order

The 2016 Annual General Meeting of the Ottawa New Edinburgh Club was called to order at 7:06 PM at Elmwood School, Ottawa, on 26 October, 2016. Attendance was noted via a sign-in sheet (enclosed).

Approval of 2016 Agenda and 2015 AGM Minutes

Motions introduced and carried to approve the 2016 AGM agenda and 2015 AGM minutes.

Reports

4.1 Finance:

- For FY 2015-16, the Treasurer reported total revenues of 326K and total costs of 324K – for a surplus of 2K. Revenues and costs were lower than estimated (by 27K and 29K respectively).
- The bank reserve on the date of the report showed a balance of 69K. All things being equal, this should be enough, according to the Treasurer, to carry cash requirements to the next season when the revenue generation cycle will begin again.
 - 4.1.1 Motion carried for approval of 2015 audited financial statements.
 - 4.1.2 Motion carried for approval of appointment of Auditor, Andrea Poole.

4.2 Communications and Marketing:

- The Communications and Marketing Director highlighted that the first stage (concepts and location) of the project for new ONEC signs on the Sir George-Étienne Cartier Pkwy is complete. Pending approvals and budget approval, installation of the new signs is expected in spring 2017. The total costs associated with the new sign project are estimated to be in the 10-12K range.
- Other 2016 activities: website improvements and an enhanced ONEC social media presence.
- Staff is expected to be trained next year to take/upload photos to ONEC social media accounts.
- Question was noted about the potential to leverage Canada 150th for marketing related activities.

4.3 Fundraising:

- The Fundraising Director emphasized planning efforts over the past year and recommended that the three sports directors establish a list of requirements members could then contribute to.
- The Fundraising Director emphasized the need to develop a 'culture of friends' with non-members who may wish to contribute financially to ONEC. Key step includes identifying benefits for potential donors in order to promote potential contributions of this nature.
- The Fundraising Director agreed to the possibility of holding targeted fundraisers (i.e. new tennis ball machine) depending on whether the sports directors develop prioritized wish lists.

4.4 Rowing

- The Rowing Director highlighted the high quality of the ONEC rowing/sculling program and that programming and participation were very strong. Several milestone activities for 2017 were

identified, including, for example, Florida Adventure tour (Feb 17) and Icicle Chase (Oct 17).

- Membership: was noted to be stable.
- Day Camp: Numbers were flat, due perhaps to having offered two fewer weeks of camp.

4.5 Tennis

- In terms of highlights, the Tennis Director spoke to the addition of a new activity (Pickleball) and that Tennis hosted several successful tournaments (including Seniors Nationals, Davis Cup, MacKellar Cup), and also established a new partnership with the OAC (Noble Tennis Club).
- Priorities for next year include new roller and more clay.
- Recognized members want bigger decision-making role, including for organization of Friday night round robins. Tennis Committee to provide members with opportunities for input.
- Membership: Remained level; revenues went up. Situation on par with other tennis clubs.
- Day Camp: Below numbers from last year; for some weeks, highest numbers in years, other weeks slow. Plus ONEC ran eight weeks of camps instead of the usual nine, due to the school schedule.

4.6 Sailing

- The Sailing Director highlighted an urgent need for new boats/ equipment, noting, for example, that CL-16 fleet has incurred major failures, the main outboard is very old, and the moorings for private boats require replacement. Total estimated equipment replacement costs: \$250K.
- New laser dock was built; issue of concussions/use of helmets increasingly prominent in sailing.
- Full sailing report can be found on the ONEC website.
- Membership is down; reflecting current trend in Ontario.
- Day Camp: Sailing camp day camp spots were filled to 80%. Inability to source parts for the day-camp sailing fleet (Picos – have been discontinued) identified as potential safety risk.

4.7 Social

- The Social Director noted a number of successful between-seasons events, including skating party, billiards and sugar shack visit. ONEC received 217 guests through Doors Open Ottawa.
- Continued popularity of Pub and BBQ nights with good attendance across all three sports; over 100 people also watched the hot air balloon festival from the balcony in early September.
- New events were added to make better use of the boathouse for social purposes, including dancing, game and trivia nights, yet most were not well attended or in some cases cancelled.
- Importance of membership appreciation for new historic display in ballroom was noted.
- End of season banquet was cancelled; members seem to prefer individual sport closing events.

4.8 Boathouse

- Focus was keeping boathouse safe, operational and clean. Biggest challenge was sewer back-up from start of season - resolved by weekly pump-outs. Septic system requires longer-term, more sustainable solution. Sewer pump out line was upgraded to help facilitate sewage pump-outs.
- Major expense included installation of new drywall that is required to meet the fire code.
- Attended meetings with ONEC President with City of Ottawa and Elmwood.
- Noted minor roof leakage issues remain; work being done in the attic to address leaks.

4.9 ONEC President

- Boathouse was top priority with a focus of removing existing orders and raising maximum

occupancy to 309. Met with numerous stakeholders, including NCC and City of Ottawa.

- NCC building consultant was engaged, submitted a report that concluded the boathouse should be able to meet fire codes with minor modifications. Waiting for response from fire department.
- Submitted grant application to Ontario 150 for 105K funding to rehabilitate boathouse exterior.
- Boathouse was site of several filming opportunities, including a feature film (His Master's Voice).
- MOU renewed with Elmwood, intent to get as many students on the water as possible.
- Expand on-water recreational opportunities using the war canoes acquired with Sheila's help.
- Upcoming year: work with Bernie to bring in a dedicated administrator to ONEC.
- Recognized contribution of volunteers, Board of Directors, Bernie and staff.
- Hoping that rent to NCC (19K) to stay stable for foreseeable future.

5. Strategic Plans (ONEC President)

- Discussed plans to approach third parties for compelling use of boathouse, reach new audiences.
- Will pursue idea of establishing ONEC as a multi-use facility.
- Will seek out to partner with NCC for Canada 150 celebrations.

6. Elections

- The Nominations Committee presented the following slate of six candidates for two year terms on the Executive Committee (note: the other six positions on the Executive Committee are also two year terms but will expire and require elections next year (2017):

1. Vice-President	Darren Bourque
2. Secretary	Daniel Marchand
3. Boathouse Director	Mike Hardstaff
4. Marketing and Communications	Terry Kelly
5. Fundraising	Claire Schofield
6. Human Resources	Mary Clark

- Motion was introduced and carried for the appointment of above six individuals for 2 year terms on the ONEC Board.

7. Adjournment 9:05 p.m.

ANNUAL GENERAL MEMBERSHIP

PRINT

SIGNATURE

DARREN BOURGOW
DAR BOURGOW
Bernie Desrosiers
Ross Munn
Lingbawan (Iubaw) Stokes

BRUCE AKINS
Janice Seline
Daniel Marchand
Christiane Brasseur
CLAUDE PASCHER
Neil Baisi
Pauline Tiraoui

Betty Ward
Meryl Oliver
Gillian Williamson
Phil Hurcomb
John Schofield
Claire Schofield
TIM STANLEY
Alistair Hensler
Mary Clark
Colin Leeger
JEAN-FRANCOIS HEGGER
PETER HENSHAW
Meghan Hanlon

DAB
[Signature]
Blair
[Signature]
[Signature]
[Signature]
Daniel Selin
[Signature]
[Signature]
[Signature]
Neil Baisi
[Signature]
Betty Ward
[Signature]
Gillian Williamson
Phil Hurcomb
JOHN SCHOFIELD
CLAIRE SCHOFIELD
STANLEY TIM 15@gmail.com
Alistair Hensler
Mary Clark
Colin Leeger
Jean Francois Heger
Peter Henshaw
M. Hanlon

PRINT

ROBERT CYR

Charlotte Geagan

BILL KERR

TOM RYBICKI

PAUL MARTIN

ED JOE

PAUL DOE

Jim McCallum

Jane Bell

Chuck Perry

Richard Vincent

DAVE RIN

Martin Pham

Mike Handstaff

Andre Barnes

Tony Kay

Susan Messereau

JAY SPIKA

Chantal Bertrand

Trish Perry

KKH Butterfield

SIGNATURE

Robert J. Cyr

Charlotte Geagan

Bill Kerr

Tom Rybicki

Paul Martin

Ed Joe

Paul R. Doe

Christa Ramona

Richard Vincent

Dave Rin

Mike Handstaff

Andre Barnes

Tony Kay

Susan Messereau

Jay Spika

Chantal Bertrand

Trish Perry

KKH Butterfield

Projected revenue	353k	
Actual revenue	326k	27k less than expected from all sources of revenue 7.6% lower
Projected expenses	353k	
Actual expenses	324k	29k less spent 8.2% under spent
Overall surplus / (deficit)	2k	

Additional cash flow requirements to next season (off season expenses)

salary	14k
rent	12k
utilities and insurance	3k
bank charges, supplies, etc.	2.5k
recurring online system fees	3.5k
	35k

Bank reserve balance approx. 69k expected cash at beginning of next season: $69k - 5k - 35k = 29k$

Enough cash to cover cash requirements until the beginning of next season when revenue generation cycle starts again.

Planned financial accomplishments during off-season:

- 1) Treasurer to accompany Sports Directors in the formulation of their budgets
- 2) Chart of Accounts and Cost Categories in the Budget to be matched for ease of reconciliations when doing a comparison of budget v. actual numbers
- 3) Salary and Benefits to be budgeted by Treasurer and allocated to each Sports/Class according to planned spending
- 4) Increased monitoring over data entry in QB

ONEC Budget v Actuals
Nov 1, 2015 to Oct 24, 2016

	TENNIS		SAILING		ROWING		ADMIN/BOATHOUSE			TOTAL		Variance	
	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual BH	Actual Adm	Projected	Actual	\$	%
Membership Fees Day	\$ 72,000	\$ 75,434	\$ 45,000	\$ 27,904	\$ 43,250	\$ 36,013	\$ -			\$ 160,250	\$ 139,350	(\$20,900)	(13%)
Camp Fees	\$ 28,000	\$ 23,681	\$ 68,000	\$ 58,588	\$ 14,750	\$ 14,571	\$ -			\$ 110,750	\$ 96,840	(\$13,910)	(13%)
Lessons Fees	\$ 3,600	\$ 1,729	\$ 1,000	\$ 343	\$ 4,500	\$ 5,689	\$ -			\$ 9,100	\$ 7,761	(\$1,339)	(15%)
Rackage fees (rowing boats)	\$ -		\$ -		\$ 6,780	\$ 4,977	\$ -			\$ 6,780	\$ 4,977	(\$1,804)	(27%)
Food & beverage (incl. alcohol)	\$ 20,000	\$ 23,056	\$ -		\$ -		\$ 10,000	\$ 5,614		\$ 30,000	\$ 28,670	(\$1,330)	(4%)
Less Promotion (coupon cost estimate)	\$ -		\$ -		\$ -		(\$1,750)			-\$ 1,750	\$ -	\$1,750	(100%)
Guest fees	\$ 1,000	\$ 1,500								\$ 1,000	\$ 1,500	\$500	50%
Tennis pro shop	\$ 550	\$ 1,691	\$ -		\$ -		\$ -			\$ 550	\$ 1,691	\$1,141	207%
Student Employment Grants	\$ -		\$ -		\$ -		\$ 25,000		\$ 23,000	\$ 25,000	\$ 23,000	(\$2,000)	(8%)
Elmwood ⁽¹⁾	\$ -		\$ -		\$ -	\$ 630	\$ 8,500	\$ 6,070	\$ 9,292	\$ 8,500	\$ 15,992	\$7,492	88%
Miscellaneous (CSM, selling of boat, Soldier On, etc.)	\$ -	\$ 2,800	\$ 700		\$ 3,500	\$ 3,270	\$ -	\$ 250	\$ 127	\$ 4,200	\$ 6,447	\$2,247	54%
HST Refund/Owing	\$ -		\$ -		\$ -		-\$ 1,500			-\$ 1,500	\$ -	\$1,500	0%
TOTAL GROSS REVENUE	\$ 125,150	\$ 129,890	\$ 114,700	\$ 86,835	\$ 72,780	\$ 65,150	\$ 40,250	\$ 11,934	\$ 32,419	\$ 352,880	\$ 326,228	(\$26,652)	(8%)
Projected Expenses (Non-discretionary)													
Salaries and benefits ⁽²⁾	\$ 46,750	\$ 35,262	\$ 43,231	\$ 29,668	\$ 11,000	\$ 7,622	\$ 60,000	\$ 1,855	\$ 49,325	\$ 160,981	\$ 123,733	\$37,248	77%
Association & Membership Fees	\$ 2,500	\$ 260	\$ 1,100	\$ 1,237	\$ 3,300	\$ 5,697	\$ -			\$ 6,900	\$ 7,194	(\$294)	104%
Capital Purchases/leasehold improvements ⁽⁸⁾	\$ -	\$ 5,354	\$ 7,650	\$ 4,602	\$ 9,139	\$ 9,303	\$ -	\$ 13,460		\$ 16,789	\$ 32,719	(\$15,930)	195%
Inventory	\$ 14,000	\$ 24,634	\$ 5,026	\$ 122	\$ -		\$ 6,000	\$ 4,563		\$ 25,026	\$ 29,319	(\$4,293)	117%
Rent not incl. HST - Total ⁽³⁾	\$ -		\$ -		\$ -		\$ 19,100		\$ 19,093	\$ 19,100	\$ 19,093	\$7	100%
Property taxes	\$ -		\$ -		\$ -		\$ 9,460		\$ 9,870	\$ 9,460	\$ 9,870	(\$410)	104%
Utilities ⁽⁴⁾	\$ -		\$ -		\$ -		\$ 23,100	\$ 1,127	\$ 20,502	\$ 23,100	\$ 21,629	\$1,471	94%
Insurance ⁽⁵⁾	\$ -		\$ -		\$ -		\$ 13,000		\$ 13,100	\$ 13,000	\$ 13,100	(\$100)	101%
Interest and Bank Charges	\$ -		\$ -		\$ -		\$ 5,250		\$ 6,837	\$ 5,250	\$ 6,837	(\$1,587)	130%
Professional fees incl. inspection ⁽⁶⁾	\$ -		\$ -		\$ -	\$ 200	\$ 4,800	\$ 2,559	\$ 5,561	\$ 4,800	\$ 8,319	(\$3,519)	173%
Miscellaneous (activities & events; trophy; etc)	\$ -	\$ 120	\$ 350	\$ 192	\$ 2,750	\$ 996	\$ 2,255		\$ 78	\$ 5,355	\$ 1,386	\$3,969	26%
Supplies and Materials ⁽⁷⁾	\$ -	\$ 964	\$ 2,800	\$ 2,955	\$ -	\$ 2,155	\$ 3,000	\$ 430	\$ 4,292	\$ 5,800	\$ 10,795	(\$4,995)	186%
Marketing & Promo	\$ -		\$ -		\$ -	\$ 369	\$ 4,000		\$ 2,887	\$ 4,000	\$ 3,255	\$745	81%
Online Registration System	\$ -		\$ -		\$ -		\$ 6,757		\$ 5,637	\$ 6,757	\$ 5,637	\$1,120	83%
Repairs and Maintenance	\$ 9,400	\$ 7,333	\$ 2,500	\$ 7,211	\$ 5,500	\$ 4,711	\$ 27,000	\$ 11,441		\$ 44,400	\$ 30,696	\$13,704	69%
Staircase repairs	\$ -		\$ -		\$ -		\$ 1,000			\$ 1,000	\$ -	\$1,000	0%
Social	\$ -		\$ -		\$ -		\$ 1,000		\$ 326	\$ 1,000	\$ 326	\$674	33%
TOTAL EXPENSES	\$ 72,650	73,928	\$ 62,657	\$ 45,987	\$ 31,689	\$ 31,053	\$ 185,722	\$ 35,434	\$ 137,508	\$ 352,718	\$ 323,910	\$ 28,807	92%
GROSS MARGIN	\$ 52,500	55,962	\$ 52,043	\$ 40,848	\$ 41,091	\$ 34,097	(\$145,472)	(\$23,501)	(\$105,089)	\$162	\$2,317		

GENERAL NOTES

Boathouse repairs of \$9,955.30 which were decided upon and initiated in the previous fiscal year will be paid out the reserve.

Amortization not included in the budget - will calculate once decision is made on the capitalization policy. This amount will need to be included in the March revision.

Note (1) Elmwood 5-year agreement ends this spring, high likelihood it will be renewed. Will be revisited in March.

Note (2) Overhead salary estimate is a plug to match 2014 total salary of \$152,107 plus 5% contingency

ONEC Budget v Actuals
Nov 1, 2015 to Oct 24, 2016

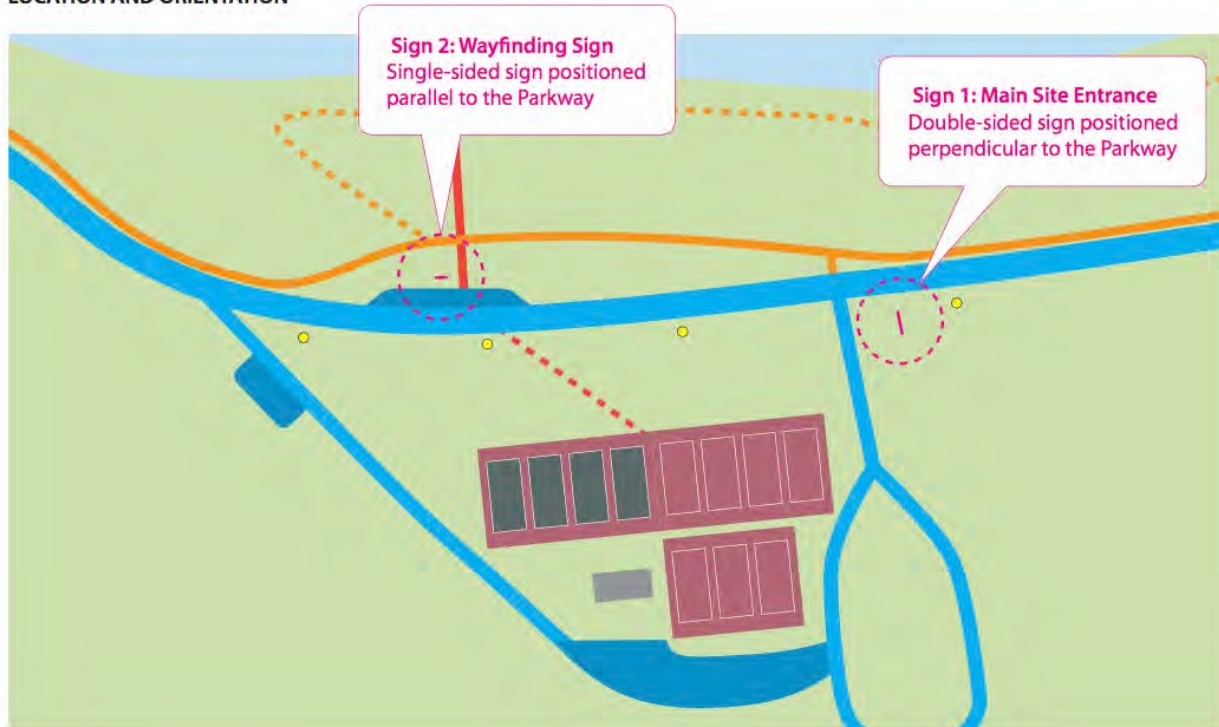
	<u>TENNIS</u>		<u>SAILING</u>		<u>ROWING</u>		<u>ADMIN/BOATHOUSE</u>			<u>TOTAL</u>		<u>Variance</u>	
	<u>Projected</u>	<u>Actual</u>	<u>Projected</u>	<u>Actual</u>	<u>Projected</u>	<u>Actual</u>	<u>Projected</u>	<u>Actual BH</u>	<u>Actual Adm</u>	<u>Projected</u>	<u>Actual</u>	<u>\$</u>	<u>%</u>
Note (3)	If 2nd egress gets implemented, will need to increase budget for rent to match 7% of gross revenue or \$24,330 per year (\$2,747 additional rent per year or an increase of \$229/month)												
Note (4)	based on the utilities actual expenditures from the draft audit of \$21,970 rounded to 22K + 5% contingency												
Note (5)	based on the insurance actual expenditures from the draft audit of 12,900												
Note (6)	auditor fees were \$4,300 last year, to look for cheaper options and to identify all services rendered. Budgeted \$4,300 to be revised accordingly.												
Note (7)	Estimated cost for new desktop, printer at \$2,000 plus office supplies of \$1,000												
Note (8)	Roller and Clay should be budgeted for either this or next year, approx. \$10K and \$7K												

**Ottawa New Edinburgh Club October 26, 2016, AGM: Communications and Marketing
Director Report - Terry Kelly**

Main 2016 Activities

- Engaged NCC on steps involved in installing an “ONEC” sign(s) along the parkway
- Reviewed list of consultants endorsed by NCC to assist ONEC with this process
- Selected consultant - Helena Achia in March 2016 and commenced work
- Three phases involved in this project and completion of entire project was beyond limits of budget allocated for 2016 Communications and Marketing activities
- Completed first phase, which involved a site visit by the consultant and development of concepts
- Reviewed concepts with President and will make a decision on the type/location of the sign this fall
- Pending approvals and confirmation of budget allocation, will continue work with Helena Achia to finalize the installation of the sign for spring 2017
- Here is an example of proposed locations for signs:

LOCATION AND ORIENTATION



Other 2016 Activities

- Website improvements, Twitter Court Status, New A Frame signs, Posters and Templates, Newspaper Ads, enhanced Facebook presence.

Proposed 2017 Activities

Install sign on parkway spring 2017, conduct service delivery survey, staff training on use of social media and other routine activities

Report of the Director of Fundraising to ONEC AGM 2016

The past year has primarily consisted of planning for future fundraising. The Club is establishing an association with "True Sports". This will allow individuals to provide financial gifts to the Club via True Sports and receive a tax deduction receipt.

Short term activities could include campaigns aimed at the acquisition of new equipment. Long term activities could be aimed at raising funds for the Boathouse following decisions to be made by the NCC. In any fundraising there should be an emphasis on establishing partnerships which benefit the Club and future partners.

Ian Ferguson

Rowing Director's Report

FY 2015--2016

October 26, 2016

1. The vision of the rowing section of ONEC is:
 - To be the foremost recreational, touring, and distance-specialist sculling club in Canada.
2. Rowing membership was stable, while Learn-to-scull (LTS) numbers were up and day camp numbers were flat, although two less weeks were offered for rowing day camps. Unfortunately many of the June/July LTS graduates took advantage of the mid-season rate, so membership revenues are down.
3. We replaced a leaky, old training shell with a new recreational boat, purchased two sets of blades and many grips, as well as acquired 2 stand-up-paddleboards for the rowing day camp.
4. Rowing programming in 2016 was strong with a lot of participation. ONEC members were at:
 - 29 group rows
 - 1 regional tour
 - 7 provincial rowing tours
 - 2 marathons
 - 2 head races
 - 1 coastal regatta
 - 1 masters regatta.
5. The rowing section is volunteer driven. Thanks to everyone who volunteers, especially on a committee, maintaining the website, fixing boats and docks, managing our Meet-up site, or helping out at work parties.
6. The governance of ONEC Sculling is as follows:
 - Rowing Consultation Committee, chair Brigit Knecht, brigit.knecht@gmail.com
 - Touring Sub-Committee, chair Mary Clark, maryclark@bell.net
 - Safety Sub-Committee, chair Andy Surray, scu303@yahoo.ca
 - Canadian Sculling Marathon Sub-Committee, Gillian Williamson, gillian_williamson@hotmail.com

If you would like to contribute, please contact one of the chairs or myself.

7. Milestones for 2017:

Florida Adventure Tour	Feb. 4 – 11, 2017	Gulf Intra-coastal
Row3Capitals	June, 2017	Toronto, Kingston, Ottawa
Canada Wilderness Tour	August 19-27, 2017	Algonquin Park, Ottawa R., CSM
Canadian Sculling Marathon	August 27, 2017	ONEC
Three Buoys Skills Event	September 23, 2017	ONEC
Icicle Chase	October 14, 2017	Trenton

Richard Vincent, vincric@rogers.com
Rowing Director

ONEC TENNIS DIRECTOR'S REPORT – SUMMER 2016

i. General

It was a successful year for tennis at ONEC. Membership remained level but membership revenues rose. Feedback from tennis members suggested that, above all, members were very pleased with the condition and maintenance of the courts. Members also indicated they were pleased with the outdoor seating area, recently equipped with new chairs and a large awning. This upgrade added to the relaxing and collegial atmosphere many associate closely with the club.

The sport of pickleball also made its debut at ONEC this summer. The far hard court was repainted with pickleball lines and ONEC attracted 16 pickleball members.

Continuing the trend of years past, ONEC lost members to other clubs that either have competitive membership rates or offer a superior facility. ONEC nonetheless attracted several groups of members who brought their energy and participation to the club and made its atmosphere more attractive. The key for next year will be to retain as many current members as possible, while attracting as many new members as we can find.

Tennis day camp numbers were below the numbers attained last year. There were several weeks this summer when our camps had the most attendance they have had in at least six years. However, on a couple of weeks the numbers were quite low and, bigger picture, ONEC held day camps for only eight weeks this year instead of the usual nine. Our instructors again displayed maturity and leadership; I heard very few complaints from day campers, parents and members and heard, for the most part, mostly compliments from.

ii. Expenditures

Expenditures were spread around a variety of purchases this year.

The main planned expenditure for next year is a new roller. Clay will also have to be purchased before spring 2017, but as this represents three years' worth of clay, its expense can be amortized over that longer period. The club is also looking at having the backboard hitting area resurfaced.

iii. Big news items

During the third week of August, ONEC was honoured to host most of the over 70s draws for the Steve Stephens National Seniors tournament held in Ottawa. The calibre of play among these most eldest age categories drew many spectators and garnered much admiration. The weather cooperated, for the most part, during the week. Participants were very complimentary of the job ONEC did in hosting the tournament and, likewise, ONEC's tournament organizers and volunteers found the participants in the tournament to be cheery and great ambassadors for the game. Special thanks to Bernie, the volunteers and the staff (Sasha Stojanovic in particular, as tournament coordinator) for pulling off a successful event.

ONEC also forged a new relationship with the Noble Tennis School. This program garnered ONEC 11 new junior members and helped to increase court usage during the club's slowest period during the day.

iv. Issues

Some issues of note include:

- Some members expressed an interest in participating more closely in the decision-making of the club. As such, tennis will seek to organize and convene a tennis committee for next year.
- Many of the staff hired for the summer departed earlier than usual in the summer (mid-August). This created extra work in terms of hiring and training new staff, along with the associated headaches for the manager of having to deal with the learning curve of these new staff as they attempted to learn the job. This situation was far from ideal and ONEC's staff structure will need to be re-examined before next summer.

v. Miscellaneous information

Other items of note:

- The summer pavilion staff were very strong and competent this year. Four were returnees from last summer, two new. Members were very complimentary of their work. My thanks to them.
- The club would not have been able to function without the effort and time put in by numerous volunteers, including Phil Hurcomb, Bob Cyr, Marc Barnes, Louis Rozman, Russ Stubbert, Yvonne Malbasha, Denis Bureau and others.
- ONEC again hosted the NCTA over 45/65 tournament. Feedback from participants about the courts, the facilities, and the atmosphere was positive.
- ONEC continued and solidified its relationship with Elwood. For several weeks in the spring and fall, students from Elmwood used ONEC's hard courts twice per week.
- The ONEC tournament had a large number of participants. The second annual MacKellar Cup was also held.
- The Davis Cup was extremely well attended. 70 to 75 members participated. Thanks to the organizer Cait Hurcomb.
- Tennis members turned out in large numbers to the Thursday Night Boathouse Pub Night. This was a brilliant initiative and I think tennis members look forward to taking advantage of more opportunities to check out ONEC's boathouse and its unparalleled view of the Ottawa River.
- A group of ONEC tennis players organized a large, successful and fun end of the season banquet (potluck featuring Bernard Fortier's band) at the Boathouse. Special thanks to the committee of tennis members who organized this fun event.
- Last but not least, tennis members would like to thank Bernie once again for his hard work and dedication to the club that are unsurpassed by any manager I've seen in my time at ONEC. Bernie is the heart and mind of the club.

Forgive me if I did not recognize your contribution to ONEC. It was a great summer and I enjoyed being ONEC's tennis director immensely. Thank you for this opportunity.

Andre Barnes

2016 Ottawa New Edinburgh Club Annual General Meeting

Sailing Director Report Summary

26 October 2016

Membership

Unfortunately, this year the sailing program had a difficult time with a drop in membership.

While there is a general trend in Ontario sailing club, I am at a loss to explain any specific reason as to why we suffered such a drop. We lost both adults and youth members.

Sailing Equipment

Keeping the fleets in good working order this season has been a challenge. The CLs have started to show their age as major structural failure happened. Our main boat for day camp (Pico) are no longer being manufactured and finding spare parts is complicated. Stop gap repairs have been done but it is not miracle work... new boats must be purchased.

Docks

We built a new Laser dock (16 ft x 16 ft). With the return of the docks (currently used by floating egress), we should be in a good position next season.

Moorings

We still have some issues regarding our moorings for private boats and have yet to come up with an acceptable solution. The reduction of keelboats moored at the club this season has been a blessing.

Racing

Again we have suffered a most difficult racing season due to lack of wind and participation. Better efforts have to be made to bring new members to participate in racing events.

Replacement of equipment

Based on my calculation, to replace the moorings, engines, CL-16, Laser and Pico would cost approx. \$250,000. This amount of funding is not available through ONEC finances or fundraising. Fundraising through private donation or government grant is required.

Day Camp

The sailing day camp spots were filled to 80%, less than previous years.

Social

Both Tuesday and Thursday pub nights have been greatly appreciated especially as members can enjoy the Boathouse.

Health & Safety

In the world of sailing, concussion prevention is a hot topic... as well as in Ontario.

In June 2016, the Ontario legislature passed Rowan's Law, the first in Canada aimed at not only preventing and diagnosing head injuries in youth sport, but managing return to play.

Ottawa Rowing Club – Canada Day celebrations

The sailing program had been invited by ORC. Event went well with over 30 participants from 1000 to late afternoon.

For 2017

Increase fundraising effort to obtain private donations or government grants.

Increase and better target publicity efforts to attract the right members, such as participation in Meet's up and social medias

***Social Director's Year-end Report
October 26, 2016***

ONEC Social Committee

I'd like to thank Susan Smith (Rowing) and Katrin Nagelsmithz (Sailing) for their help and advice this past year on the ONEC social committee. There was no tennis representative but I hope this can be remedied in 2017.

Social Events, between seasons

A number of events were organized for members who enjoy getting together after Club facilities close. Sailing also organizes monthly gatherings between seasons.

- December 15, Meet-the-Board Holiday gathering at New Edinburgh Pub.
- January 20, Billiards at MacLaren's pub and restaurant on Elgin Street.
- February 16, Rideau Hall Skating Party. This is an annual event that is popular with Club members. Unfortunately, Ottawa had a record snowfall on February 16 and most people were unable to make their way to Rideau Hall.
- March 18, "Sugar Shack" dinner at Vanier Museopark. This was a new event and the 20 or so people attending enjoyed this urban sugar bush experience.

In the spring, each sport organizes its own opening event: Sailing had a dinner on April 23, Rowing had a Welcome evening on May 15, Tennis had a kick-off event at the Pavilion.

Doors Open Ottawa and ONEC Open House, June 4 and 5

217 members of the public visited the Boathouse over two days. If there hadn't been a torrential downpour on Sunday, numbers would have been higher. Betty Ward, Pauline Tiragoui and helpers set up and presented a wonderful historical display in the ballroom and lounge. Additional volunteers greeted and interacted with visitors, staffed sports displays in the ballroom, answered questions about the Club and gave boathouse tours. Club members responded well to a call for volunteers--a total of 22 participated. A wine and cheese event was held at the closing of Doors Open in the Boathouse.

Pub / BBQ nights at Boathouse

These were held Thursday nights from June 9 to Sept. 15. With 2 staff on duty, BBQ and bar service worked smoothly. Tuesday pubs were added from July 5 to August 23, but were less popular than the Thursday evenings. Live music was provided by a classical trio (Marko Y. and friends) at one of the pub evenings, and was highly appreciated.

Hot Air Balloon Festival, Sept. 1 - 5

There was good weather during the Festival, and over 100 people enjoyed it from the balcony of the Boathouse over the 5 days. Staff worked the bar and BBQ on Thursday and Saturday. Swing dancing was featured Saturday night, but there was limited member participation. Volunteers did bar service on Friday, Sunday and Monday, and members brought their own food. A couple of groups took advantage of the facilities and warm weather to organize potluck picnics and BBQs.

Banquet (Sept. 23)

The lack of interest in an end of season club banquet led to its cancellation in 2016. Drumming up enthusiasm has also been a problem in past years, as members seem to prefer a dinner and awards ceremony for their own sport: Tennis held a potluck at the Boathouse on Sept. 23; Sailing had its banquet and awards at a restaurant on October 15; Rowing schedules an event at a bar/restaurant in November.

ONEC AGM - Boathouse Director's Report - October 26, 2016

I want to take this opportunity to recognize and thank the past Boathouse Director, Bruce Akins, for his valuable advice and continuing efforts to address the remaining Boathouse code compliance issues. During Bruce's tenure as Boathouse Director, he and his volunteers did a significant amount of renovation work required to address these compliance issues. It is important to note that, while I was involved in the ongoing efforts to address the compliance issues, my greater focus this year has been to ensure the facility remained clean, safe, fully operational, and as much as possible, accessible by all the ONEC members throughout the 2016 season.

The opening of the Boathouse took place in late April. As in the past, this was accomplished through the efforts a number of volunteers, primarily from ONEC Sailing and Rowing. During the months that followed the opening, the Boathouse facility was, for the most part, fully operational and provided a safe and clean environment from which the various ONEC user groups, including Sailing, Rowing, and Social, as well as Elmwood School, were able to operate.

Throughout the summer, all parts of the Boathouse, particularly the washrooms, were maintained in a generally clean and operational condition. This is generally a challenge given the age and overall condition of the Boathouse. The hotter than usual summer experienced this year and the increased use of the facility, along with the increased volume of waste, including food stuff, deposited in the garbage containers on a daily basis made this task even more challenging. Thanks to Bernie Desrosier for providing staff on a weekly basis to help maintain the Boathouse.

During the past season, there were several incidents that should be mentioned in this report.

During the latter of May and early June, the Boathouse sewage system ceased to function as required, with sewage waste material not flowing properly into the holding tanks. Given the urgency of having a properly functioning system, particularly when the summer camps are running, and to identify and correct the problem, Poirier Waste Pumping Services was engaged to inspect and pressure clean the system. Poirier recommended the installation of proper and code compliant venting to the existing system as a long term solution to the problem. This would likely cost in excess of \$12,000. We were able avoid this large expense this year and keep the system flowing properly for the balance of the season by having Poirier pump out the three holding tanks on a weekly basis during the busier months of the summer. As well, two rental portable toilets were placed on the bike trail near the bridge as a back-up measure in the event the Boathouse system failed again. As an additional benefit, these toilets were well used by the bike trail users. The installation of proper venting for the sewage system will need to be addressed over the longer term.

During the last weekend of May, a privately owned rowing scull was stolen from the east end storage deck area. In part because of this incident, some additional security measures were implemented at the water level of the Boathouse. As well, a locksmith was engaged to inspect and retrofit the coded, front door lock. At the same time, code compliant door locks and door closing devices were installed on the fire rated doors located just inside the main entrance to the Boathouse at the entrance to the ballroom. New locks were also installed on the door to the servery and to the trophy storage room located in the servery area.

During the latter part of May, in advance of Doors Open Ottawa, the large sign located at the top of the steps leading to the parkway was repaired, cleaned, and repainted.

In mid-June, Cundell Plumbing and Heating was engaged to replace the sewage pump-out line that runs under the bridge from the holding tanks to the shore. The old line was in poor condition. The cost to do the work, approximately \$2,000, was considered appropriate given the risk of the pipe failing during one of Poirier's future pump-out procedures and waste contaminating the shoreline and the river.

During October, Minaki Construction was engaged to replace and repair gyproc throughout the Boathouse as part of the work required to render the facility code compliant in terms of fire safety. This work should be completed by the end of October.

Finally, in my capacity as Boathouse Director, along with the ONEC President, I attended a number of meetings with officials from the City of Ottawa's Inspection Services, Fire Safety Services, and Urban Services (Heritage Planning). As well, I participated in several on-site meetings with the NCC's property manager and various engineers engaged by the NCC to evaluate the structural integrity of the building. I also participated in meetings with Elmwood School representatives related to a new understanding we have with them for the 2016-17 year.

In closing, I want to thank all the volunteers, including the Boathouse Committee, who have helped ensure the Boathouse continued to be safe, clean, and operational during the 2016 season. I also want to thank my fellow Board members for their ongoing support and advice during the past year.

President's Report to the Membership – ONEC AGM, 10/26/16

This AGM marks the completion of my 2nd year on the ONEC Board, my 1st year as President. It has been a learning year for me, not just with regards to ONEC, but learning about the bigger picture which involves interacting with government, establishing partnerships and understanding the greater community in general. I hope to take what I have learned this year and apply it to the final year of my two-year term on the Board.

Boathouse Issues

When I took on the role of President, my first priority was to clear the orders against the boathouse issued by the City Building Department. This proved to be difficult and only with the assistance of City Councillor Tobi Nussbaum were we able to engage managers in the Building Department who were able to then move things along. I must thank Councillor Nussbaum for his help in this matter and I am happy to report that we are very close to clearing the structural orders against the boathouse.

In addition to the City Building Department we had to engage the City Fire Department, and while we were able to clear up many of the 2009 fire safety concerns, there was still the greater occupancy issue to address. For that, the NCC hired a fire & building code consultant and these consultants have now submitted a report to the fire department indicating that the boathouse does indeed meet the requirements for a significant increase in occupancy. At this time, we are still awaiting word from the fire department.

Here I would like to recognize the assistance provided to us by Gary Lacey, Executive Director of Capital Stewardship for the NCC, and Bill Leonard, Director of Real Estate Management for the NCC. While the process has been slower than everyone has hoped, it is only because of the investment that the NCC has put into the Boathouse that we are as close as we are to having large events return to the boathouse.

Ontario150

For 2017, the Ontario Trillium Fund, in partnership with the Province, created an enhanced one-time funding opportunity for capital projects specifically targeting community facilities. We have applied for \$105,000 of a \$140,000 project to rehabilitate the exterior of the boathouse.

Filming Opportunities

We had two film shoots at the boathouse this summer. The first was for a reality TV show that follows kids building playgrounds. The show selected us as a field trip destination and we were able to accommodate them with a sail on the Ottawa River. The second film shoot was for a few scenes for a feature film production. The boathouse did feature prominently in some of the takes and as both productions will have wide distribution I hope this will provide the boathouse with significant exposure.

Related to this, the Ottawa Film Office requested, and we provided, photos of the boathouse for their "look book" which they use to show off Ottawa as a filming destination.

Elmwood School Rowing

We have a new MOU with the Elmwood School. As they were going through a coaching transition, we decided to keep it to 1-year with terms similar to the prior MOU. The new coach is focusing on getting as many girls on the water as possible which is to our benefit as they pay us a per person participant fee.

Outreach

We are in the very early stages of developing partnerships to bring under-resourced youth to ONEC to participate in our camps. This year we did provide a few camp spots to the Rideau-Rockcliffe Community Resource Centre for their youth program; however, transportation and fear of water are challenges that need to be overcome.

Plans for the Year Ahead

- Continue to address the boathouse occupancy and related issues
- Work with Bernie to bring on a more dedicated administrator
- Create a Terms of Reference document for the Board
- Expand on water recreational opportunities using the canoes generously gifted to ONEC by the OCDSB's MacSkimming Outdoor Education Centre and arranged by Board Member Sheila Perry

Thanks!

I would like to thank each and every member for your patience and support. ONEC has been facing challenges for several years and this past year was no different. I hope that what I have been able to report gives you some encouragement for the future.

I also wish to recognize and thank the members that volunteer incredible amounts of time and effort to the club. These members have been mentioned in the other Directors' reports, but here I would like to specifically thank Bruce Akins and Christa Romanat for joining me on the nominations committee. Together we were able to navigate through what wasn't always a straightforward nominations process.

I would also like to thank the 2015-16 Board for serving with me over the past year. I especially wish to recognize outgoing Board members Ian Ferguson and Sheila Perry. Ian provided great insight into the early stage development of a fundraising plan for ONEC. As mentioned, Sheila brought about the gift of the 8-person canoes and was instrumental in connecting us to other outside groups. I truly hope we are able to build on their contributions in the years ahead.

Finally, I must thank our Manager, Bernie Desrosiers, and all of the staff that have helped us bring sports and recreation to the waters and shores of the Ottawa River throughout the year. I look forward to working with everyone again next year.

Imbaw Storer
President, ONEC

Darren Bourque – Vice-President

Darren and his wife, Annie joined ONEC as sailing members in August 2013 after attending a Get On The Water event. Darren joined the board in 2014 as Vice President overseeing club risk and general insurance and liability. Darren holds a Facilities Management Professional designation with over ten years of industry experience. He is currently employed as a third-party operations manager at Carleton University managing a workforce of 140 employees and over 9M in contract services.

Mary Clark – Human Resources/Volunteers

- ONEC Rowing member since 2003
- Board member in 2015-2016 (Social Director)
- Currently on two rowing committees at ONEC: Touring and CSM organizing committee
- Retired from a career with the federal government in the translation field (translator, reviser, trainer, manager)

Terry Kelly – Communications Marketing

Has been a member at ONEC for three years after moving to Ottawa from Kingston Ontario, more than 5 years ago. At the Kingston Tennis Club, Terry was an assistant Tennis Pro and Junior Tennis Coordinator. More recently, Terry completed his first year as Director of Communications and Marketing at ONEC where he initiated a project to install ONEC signs along the parkway - set for completion in 2017. Terry is a public servant (15 years), currently working at Correctional Service Canada.

Michael Hardstaff – Boathouse

I have been a sailing member of ONEC since 2004. Prior to joining ONEC, I was a sailing member of Sail RA, since 2001. Sail RA operated out of the Boathouse until 2008. I filled the position of Sail RA Commodore for 4 years, until 2008 when Sail RA ceased operating and its assets were taken over by ONEC. In 2008, I assisted the ONEC Boathouse Director after the Sail RA takeover and from time to time attended the Board meeting as an observer on behalf of the Boathouse Director. In 2009, I was elected to the position of ONEC Sailing Director. I filled this position for four years. In 2015, I put my name forward to fill the vacant Boathouse Director position, and was subsequently offered the position.

During my time with Sail RA and as an ONEC sailing member and Board member, I gained a good understanding of the Boathouse's many and challenging issues.

Daniel Marchand - Secretary

- ONEC Sports: sailing and tennis
- Years at ONEC: 2 (with family)
- Lifelong Canadiens fan
- Policy Advisor for Fed Gov
- Family, married, two children

Claire Schofield - Fundraising

- Claire currently runs her own company, Schofield Communications, and specializes in marketing, strategic communications and events planning.
- She is a tennis and rowing member, known for entering marathon rowing events.
- Claire is an active volunteer at ONEC, in her neighbourhood of Rockcliffe Park, and elsewhere in Ottawa.
- She is multi-lingual and has worked for private industry, associations, governments, and cultural organizations in Canada, the U.S. and Germany.