

**SKI HAWKS OTTAWA INC.
ANNUAL GENERAL MEETING (AGM)
Monday, June 19, 2023, 7 p.m.
Virtual meeting via MS Teams**

MINUTES

Attendees:

- Kim Leahy (Chair/President)
- Dave Van Schaik (Treasurer)
- Eric Lacasse (Technical Director)
- Murielle Arseneau (Logistics Director)
- Paul Johanssen (Training Director)
- Christopher Lee (Secretary)
- Tom Abernethy (CADS-NCD)
- Carolyn Mitrow

Proxy: 1 - (via email)

Regrets: Bob Einarsson (Board of Director)

1. Call to order – 7:03 PM

President welcomed everyone and thanked them joining Ski Hawks Ottawa's 29th Annual General Meeting and its third virtual meeting on MS Teams.

2. Credentials report

There are eight members in attendance, along with one proxy. Quorum reached.

3. Approval of agenda

Motion to approve the agenda.

Moved Treasurer report to last in section 5. Reports.

- Moved: Eric
- Seconded: Murielle
- Carried.

4. Approval of last year's AGM minutes (June 20, 2022)

Motion to approved last year's AGM minutes.

- Moved: Carolyn
- Seconded: Eric

- Carried.

5. Reports

- 5.1. President - Kim delivered her report.
- 5.2. Technical Director - Eric delivered his report.
- 5.3. Logistics Director – Murielle delivered her report.
- 5.4. Treasurer – Dave delivered his report.

Q from Paul: We had always just donated a fix amount without tax. Could we investigate not paying into the tax as it was an agreement with the hill?

R from Dave: This is something that Treasurer will be looking into. Charity may be able to submit and request tax refunded on GST and PST.

Motion to approval board of director reports.

- Moved: Carolyn
- Seconded: Paul
- Carried.

6. Appointment of accountant

Motion to appoint **Nygel Van Dalen** as our accountant next year.

- Moved: Dave
- Seconded: Murielle
- Carried.

7. Amendments to by-laws

No amendments were proposed this year.

8. Approval of actions of Board of Directors

Motion to approve the actions of the Board of Directors.

- Moved: Carolyn
- Seconded: Dave
- Carried.

9. Destruction of ballots and proxies

There were none / completed.

10. New business

Tom mention that Ski Hawk is a Federal Charity.

Dave mentioned that due to the size of the organization, there may not be a requirement to have a public accountant verify the books. Members in attendance are not oppose with exploring this avenue with non-board member to verify the book along with the treasurer.

11. Adjournment

Motion to adjourn the meeting.

- Moved: Kim
- Seconded: Dave
- Carried. Meeting adjourned at 7:54 PM



Ski Hawks Ottawa Inc.

President's Report for the Ski Season 2023

Dear fellow members,

The 2023 ski season was a memorable one. This year marked our program's 45th anniversary. Founded by Wallie White in 1978, our program has been and continues to be supported by Camp Fortune — our long-time and most loyal community supporter. A big thank you to all the Camp Fortune staff for their ongoing support over the years as we look forward to continuing our partnership for many more years to come.

There were many “firsts since the pandemic” — like the Kowbuz Cup, the CADS-NCD annual day trip at Mont Avila, hot chocolate or beer at the end of the evening and our awards/wrap-up dinner in April which was well attended. But a few things remain consistent: amazing and dedicated people, safety, fun and a shared passion for skiing and snowboarding.

Although our membership numbers were not as high as they were pre-pandemic, we counted 14 active skiers and 1 snowboarder, along with over 35 guides and volunteers this year. We hope to increase our membership next year through word of mouth and various fairs and events, like the Ottawa Ski Show next fall.

This year, there were a total of three guides who received formal CADS training. Eric Lacasse, our very own Technical Director, was part of a group who obtained CADS – Level 3. Congrats to Eric and the other successful CADS volunteers. As part of the preparation, a small group of Ski Hawks Ottawa skiers and guides were invited to take part in a special training session to help CADS - Level 3 candidates gain more experience with VI skiers prior to the evaluation. It was a positive experience on all fronts, and we'll be looking into repeating similar experiences in the future.

We encourage all guides and volunteers to take advantage of the various training and certifications offered through the CADS-NCD Technical Committee, which is led by Colin Moden. If you have any questions or interested to know more, please feel free to contact Eric Lacasse or Colin Moden.

The annual CADS Festival was held in Kimberley, BC, from March 19-24. Wayne Phinney and Sylvie Morissette, two of our guides, as well as Jim Dicks took part along with other CADS-NCD members. This is an amazing experience for both skiers and

guides. So, if you have an opportunity, embrace this unique and enriching experience. Stay tuned for more details on the 2024 CADS Festival.

Thank you!

Our program's success is built on all the amazing people who support it.

Skiers and snowboarder – Thank you for showing up week after week with such courage, determination, and enthusiasm.

To all our dedicated **guides and drivers**, thank you for your time and commitment. Our program wouldn't exist without your support.

Special thanks to our fellow members who lend an extra hand with our program, including **Carolyn Mitrow, Bruce Meredith, Bernie Simpson, Jennie Curtis, Marius Parent** and **Beth Dimsdale**

Of course, there is a lot of work behind the scenes that goes into planning and operating the program all year round. A sincere thank to the Board of Directors: **Eric Lacasse**, technical director, **Christopher Lee**, secretary and administrator, **Dave Van Schaik**, treasurer, **Murielle Arseneau**, ride coordinator and social director, **Paul Johannsen**, training director, and **Bob Einarsson**, equipment management director.

Way forward

Next June will be time to elect members of the board of directors. Some of us, including myself, would like to either step down or get involved in the program in a different capacity. We are looking for new ideas and talent. So, if you're interested or want to know more about what joining the board might entail, please reach out to me.

We'll also be looking for volunteers to attend different events and fairs to help raise awareness and recruit new members. So, if you'd be interested in helping in that capacity, please let me know.

As a charitable not-for-profit organization, we've faced financial pressures and will be turning to all our members and community partners to help support our program financially. Any donation — no matter what the amount — is always welcome and can go a long way. Donations can be made through [CanadaHelps](#). We'll also be exploring other fundraising means. So, if you'd like to get involved in fundraising work, we'd like to hear from you.

Thanks again for making Ski Hawks such an amazing program. Hope to see you in the fall and have a wonderful and safe summer!

Kim Leahy
President, Ski Hawks Ottawa

June 19, 2023

SHO Technical Director Report to the 2022/23 AGM

- Summary: A very successful season. fourteen Blind/Visually Impaired (B/VI) skiers and one snowboarder this season, supported by 32 guides. We managed to complete 9 out of 10 outings. The first outing was replaced by the guides refresher training that could not be conducted in December due to the poor weather. Our season ended on the 13th of March.
- Athletes' composition: We had six new athletes this season; all skiers, except for one snowboarder. Lots of ski and snowboard improvement by all skiers and the snowboarder. The athlete's participation rate is well above 90 percent. Thus, it is expected that everyone will return next season. Next season, we shall be getting back to our pre-pandemic number of athletes.
- Guides' composition: Many experienced guides did return this season, and eight brand new guides joined our ranks. Most of the new guides are university level adults, which is bringing the average age of our guides down.
- SHO Training: This year refresher training was conducted in two parts: an individual preparation, which included a complete review of the B/VI section of the CADS Manual; and an on-site/on-snow session. The training for junior guides (less than three years with SHO) focused on the requirements to assist a senior/instructor guide (three years and more with SHO) in guiding a B/VI athlete. Training for senior/instructor guides was more comprehensive, and its aim was to ensure they were fully trained to lead one of our B/VI athletes and mentor junior guides.
- CADS Certification Training: three guides participated in formal training this season. As well, SHO did support the CADS Level 3 course this season, by organizing a special training session for the course candidates. A total of six skiers and six guides participated in this session, and all feedback from the candidates, the guides, and the athletes was excellent. SHO is planning to repeat such a training session next season probably in early February.
- SNOWLINE Application: The application was used successfully for skiers and guides registration. SHO tried to use the application to coordinate the first two outings, but it failed with the skiers because the application is not adapted for B/VI users. Thus, further implementation of the application to coordinate SHO outings was dropped.
- Recruiting for next season shall focus on younger skiers, and potentially we should have an afternoon program of only eight outings for them, so they don't miss too much school.
- Changes in 2023 to remain in place next season are:
 - individual preparation (homework) for guide training.
 - Snowline will not be used to manage SHO operations
 - A technical evening for intermediate skiers in support of L3 CADS certification training shall be included in the calendar.

Eric Lacasse
SHO Tech Dir

2022 2023 Ski Hawks Logistics report

This year, we had 14 skiers and one snowboarder which included many newcomers to the group. There were also 35 guides. The season started on January 16, which is one week later than originally planned. The first night had to be moved because guide training took place on January 9 due to a storm on January 4. Every week of the program was well attended.

This year, due to my sudden loss of vision, Christopher Lee took over on the weekly skier notification. It was also decided that an email would be sent to skiers and the drivers from the ski Hawks Ottawa mailbox so everyone would reply to one address. Also adding the name of the driver to our main spreadsheet did help to do the coordination for riders. Thank you very much Christopher for all your hard work regarding this.

On March 19, a group of skiers and guides participated to the Mt Avila trip organized by CADS NCD.

Our end of season party took place on April 17 at the Royal Oak restaurant. This was the first time we had an in-person party since 2019. It was the biggest participation 50 people attended. It was a huge success.

The success of this organization depends on everyone's participation. This year was well attended and every evening in the lodge, you could hear by the level of noise that everyone had a fabulous time on the hill. Thank you to all the members, volunteers and drivers. We could not do this without you.

Murielle Arseneau

Ski Hawks Ottawa

Financial statements for Ski Hawks Ottawa year ended on April 30, 2023

https://142gc-my.sharepoint.com/personal/kim_leahy_infoc_gc_ca/Documents/Personal/2023-04-30%20SHO%20Financial%20Statements.pdf