



**Annual General Meeting
December 2, 2021**



AGENDA

1. Call to order
2. Minutes of the 2020 Annual General Meeting
3. Annual report of the Commodore
4. Annual report of the Treasurer
5. Elect directors for 2021-2022 fiscal year



WHO IS A MEMBER?

Who is a member?

- A Racing Member who is at least 18 years old
- One parent or guardian of a Racing Member who is younger than 18 years old, but if there is more than one parent or guardian of the Racing Member and they cannot agree on which parent or guardian will vote, then no parent or guardian shall vote in respect of that Racing Member
- A Board Member who is not a Racing Member or the parent or guardian of a Racing Member who is younger than 18 years old

To be a Racing Member, a person must:

- a. be registered in a program offered by the Club that has been designated by the Board of Directors as a program for the development or training of competitive paddlers; and
- b. pay all fees for the program.

**Cheema Aquatic Club
Annual General Meeting
December 14, 2020**

Attendees: Nadine Lamontagne, Janie MacKinnon, Chris Brown, Connie Hetzler, Ed Wark, Brad Murray, Shawn Amirault, Dave Murray, Kelly LeVasseur, Alison Leger, Mike Kerrivan, Dan Kooyman, Kristy Legge, Karen DeMings, Tim Milligan, Denise MacKenzie, Doreen Chenard, Connie Hetzler, Lily Jo, Andrew Pickrem, Jeff Keizer, Laura MacKinnon, Monique Gray, Brent VanBuskirk, David Hall, Andrew, Lee Ann, Barney,

Minutes of 2019 AGM

- Minutes are not available. Nadine invited any member who has a concern to contact her.

Commodore Report

- Nadine spoke to the presentation she provided.
- The report will be posted on the Cheema website
- Regarding the new clubhouse, the club has outgrown the storage space for the boats and has outgrown the weight room. The club would also like to have more space for activities. The After School program is at capacity. Kitchen needs to be expanded. A new clubhouse will give the club the space it needs for the next ten years.

Treasurer Report

- Connie spoke to the presentation and Financial Statements
- Revenues are up over last year thanks to government grants
- Membership revenue is down due to COVID
- Cheema will now carry a contingency fund of \$80,000
- Salaries increased roughly \$45,000 from 2019 to 2020 and then 2020 to 2021
 - 2019 to 2020 increase due to increased costs for summer program (higher coach to participant ratio, paid lunch hours and paid cleaner) and hiring of Learn to Train coach (new program).
 - 2020 to 2021 increase in Wages includes wages paid for services and duties formerly done by third party contractors and/or volunteers

Election of Board

- Pleased to see new members joining the Board
- Executive remains unchanged
- Motion to accept the slate: Tim Milligan
 - Seconded by Brad Murray
 - Motion passed unanimously



ANNUAL REPORT - COMMODORE

Athlete Successes

NS Sport Hall of Fame Induction

Richard Dalton

Tokyo 2020

Michelle Russell

International Competition

Sloan MacKenzie U23 Worlds Bronze medal Women's C-4

Riley Melanson U23 Worlds/Senior Worlds

Michelle Russell Senior Worlds

Craig Spence Senior Worlds

2021-2022 Sport Canada Athlete Assistance Program (AAP)

Sloan MacKenzie

Riley Melanson

Michelle Russell

Craig Spence

Team Atlantic

Sam Allison

Chloe Brake

Keaton Brown

Katie Cooper

Ella Cozens

Emmerson Eisener

Bella Fabrizi*

Mia Fabrizi

Katie Gaudet

Jacy Grant

Ben Jones

Devin Joy

William Kooyman

Nathan Leger

Eugene Legge

Tate Levy*

Elle MacKenzie

Sloan MacKenzie

Megan McFeter

Marcy Meisner

Riley Melanson

Michelle Russell

Craig Spence

Ella Taylor

*spare list

CKC Nationals

A Finalists/Winners

Sam Amirault 9th K1-200m U17

Keaton Brown

7th K1-500m U18 / 6th K1-1000m U18

Jacy Grant

6th C1-200m U18 / 5th C1-500m U18 /

4th C1-1000m U18

Will Kooyman 8th K1-200m U16

Nathan Leger

6th K1-500m U16 / 6th K1-200m U16

Xavier Levasseur 9th K1-500m Senior

Sloan MacKenzie

4th C1-200m Senior / 3rd C1-500m Senior

3rd C1-1000m Senior

Riley Melanson

4th K1-200m Senior / 4th K1-500m Senior

2nd K1-1000m Senior

Michelle Russell 1st Senior K1-500M

Craig Spence 1st C1-1000 m Senior



ANNUAL REPORT - COMMODORE

Programming

- Successful summer programming despite continued strict guidelines and protocols
- Strong membership numbers entering 2021-2022 fiscal year
- Welcomed Josh Nowen back to Cheema as Assistant Head Coach/Development Coach
- Added coaching resources (Nick Lamontagne, Sloan MacKenize and Jacy Grant DHP Canoe), Michelle Russell (Kayak) and Csom Latorovszki (floater to all programs) to allow for lower coach/athlete ratios and to facilitate discipline-focused coaching and development.
- Significant investments in equipment including boats, safety boats/accessories and weight room
- Renovation and improvements to programming space in the club house (rubber flooring)
- Introduction of new goals and objectives planning and tracking for coaching staff



ANNUAL REPORT - COMMODORE

2020-2021 ACHIEVEMENTS

Operations and Facilities

- Successful management through continued volatile operational environment due to COVID-19.
- Additional streamlining of financial processes with investment in technology to ease demand on Treasurer position.
- Added freelance bookkeeper to assist in transactional aspects of Treasurer position.
- Added paid registrar to streamline registration and payment processes to benefit both member experience and backend processing
- Completed renovation of the bathrooms in the Club House. (\$20,000+ investment)
- Significant progress made on 'catch-up' maintenance list, as well as prep work required for start of Boat House expansion.
- New safety boat and trailer delivered. Investment in new system to ease in removal of boats in and out of the water.
- Secured \$5,000 grant from Digital Nova Scotia to make improvements to Cheema.ca



ANNUAL REPORT - COMMODORE

2020-2021 ACHIEVEMENTS

Club and Community Relations

- Regular meetings and community with WAAA, MP, MLA and District One Councillor
- Ongoing engagement and advocacy on club's behalf in development projects in the Waverley/Fall River area.
- Began the process to purchase our leased property from the provincial government
- Invested in tents for parents use at regattas
- #GoMichelleGo Booster Club event
- Movie Night Under The Stars event
- Inventory of trophies and awards; made necessary investments in new hardware repairs in preparation for October 2021 awards banquet

Fundraising

- Led the development of successful 50/50 raffle campaign with seven local paddling clubs
- Held highly successful paddle-a-thon event



ANNUAL REPORT - COMMODORE

Phase 2.0 Boat House Retrofit

- Secured \$1.1 million in funding from the federal and provincial government
- Worked with Simon Sankey and Andrew Pickrem to get final scope of work complete, prepared the tender package and permit applications
- Confirmed donations to support the project:
 - \$25,000 HRM Community Grant for accessibility lift
 - \$15,000 from District One Councillor for accessible and inclusive washrooms
 - \$2,000 from District 16 Councillor for accessible and inclusive washrooms
 - \$60,000 from good corporate citizens (details to be announced)





ANNUAL REPORT - COMMODORE

On Our Radar for 2021-2022

- Completion of the Boat House Expansion project by June of 2022
- Fundraising specific to Boat House project needs
- Balancing equipment needs with Boat House expansion financial demands
- New web site launch
- Five-year strategic plan
- Review and development of club policy and procedures
- Begin process to improve Champion's Way maintenance accountability
- Continued evolution of safe sport processes
- Viability of Spring Training Camp in March of 2022
- Canoe '22 opportunities with regards to Para Paddling
- Major alumni/booster club event in the summer of 2022
- North American Indigenous Games with regards to Indigenous Paddling programming
- Major investments beyond Boat House expansion namely new Boat Trailer (\$50,000), new docks (\$TBD) and course improvements (\$TBD)



ANNUAL REPORT - COMMODORE

Thank yous

Our talented and dedicated staff:

Paddling Programs: Mike Kerrivan, Josh Nowen, Peter Korisanszky, Nick Lamontagne, Sloan MacKenzie, Jacy Grant, Michelle Russell, Riley Gray, Csom Latorovszki, Ocean Lushman and Grace MacIntyre

Afterschool: Alana Kerrivan, Bailey Gray and Lindsay Murray

Retiring board members: David Hall and Ed Ward

Returning board members

New board members

Corporate partners Aptitude Digital, McDonald's Mainland Halifax and Tantallon, Rapco, NovaCoast Mechanical & Construction, NovaTech Electric, Henderson Electrical, Sobeys

Funding received from all three levels of government

All volunteers-putting in the docks, taking out the docks, grounds clean-up, fundraisers etc.



Questions???



Treasurer's Report

FINANCE REPORT

**Cheema Aquatic Club
Annual General Meeting
December 2, 2021**

ORGANIZATION STATUS

- > Organized under the Society Act of Nova Scotia on **June 26, 1969**.
- > Cheema Aquatic Club qualifies as a non-profit organization as described in subsection 149(1)(l) of the ITA; therefore tax exempt;
- > What does "not for profit mean"? It means we exist to serve our members and community, not "accumulate profit". An exception; profit accumulation ok when an approved capital project necessitates the build up funds over one or more fiscal years.
- > Not able to issue Charitable Tax Receipts
- > Reporting with CRA, T1044 Organization (NPO) Information Return; and in more recent years due to our size, a Corporate T2 is filed
- > Cheema HST registered; no memberships subject to HST since our membership is primarily (>50%) under the age of 14

CHEEMA AQUATIC CLUB
STATEMENT OF OPERATIONS
Condensed - Unaudited - see Notice to Reader

Year Ending 09/30/21 Year Ending 09/30/20

Revenues

Memberships	\$ 477,191	\$ 329,199
Government Grants	76,227	75,894
Government Grants - COVID	45,517	45,517
Donations & Sponsorships	3,773	1,000
Vehicle Recovery & Boat Storage	2,063	7,800
After School Program, net	105,926	69,615
Fundraising & Special Events, net	20,869	21,187
Capital Fundraising	9,275	7,950
Miscellaneous Revenues	655	31

741,495 558,193

Expenses

Salaries & Benefits	382,766	351,971
Other operating expenses		
CKC Dues	22,255	13,070
Insurance (incl D&O, CGL)	23,843	22,409
Programs, Camps & Member Recognition	20,299	23,996
Facility & Equipment Maintenance	54,087	39,318
Utilities	10,757	12,023
Travel & Administration	22,610	12,032
Other	13,769	11,895

Total Expenses 550,385 486,715

Net Surplus/Deficit - Cash Basis Operating 191,110 71,478

Add(Deduct):

Asset Amortization	- 50,379	- 46,526
Gain on Asset Disposal	-	-

Surplus \$ 140,731 \$ 24,952

STATEMENT OF OPERATIONS (con't)
Condensed - Unaudited - see Notice to Reader

	Year Ending 09/30/21	Year Ending 09/30/20
Surplus per Statement of Operations	\$ 140,731	\$ 24,952
Non cash expenses - amortization	50,379	46,526
Capital Equipment Purchases, net of disposal proceeds	- 51,258 -	56,560
Building Capital (Club house /Boathouse/Site)	- 103,569 -	18,057
Repayment on long term debt		
Proceeds/-Repayment on Truck Loan	- 9,124 -	8,810
Cash surplus after capital purchases and debt repayment	\$ 27,159	-\$ 11,949
Change in Cash Position		
Cash, beginning	\$ 203,298	\$ 200,564
Sources of Cash:		
Cash Surplus (Deficit)	27,159 -	11,950
Change in working capital	85,700	14,684
Cash Ending	\$ 316,157	\$ 203,298
Cash, unrestricted	133,157	92,298
Cash, restricted	183,000	111,000
	<u>\$ 316,157</u>	<u>\$ 203,298</u>

CASH, RESTRICTED

Planned Capital Spending:

Equipment purchases	\$ 48,000	\$ 19,000
Phase II Boathouse Expansion	<u>135,000</u>	<u>12,000</u>
	\$ 183,000	\$ 31,000
Contingency Reserve	<u>-</u>	<u>-</u>
	\$ 183,000	\$ 31,000

BANK RECONCILIATION

Statement End Balance as of 30/09/XX

369,821 221,285

Outstanding Transactions as of 30/09/XX

Outstanding Deposits		0
Outstanding Withdrawals	-53,664	-17,987
Total Outstanding Transactions as of 30/09/XX	<u>-53,664</u>	<u>-17,987</u>
Adjusted Statement End Balance as of 30/09/XX	<u>316,157</u>	<u>203,298</u>

**CHEEMA AQUATIC CLUB
BALANCE SHEET
As at September 30th**

ASSETS			LIABILITIES & MEMBER'S EQUITY		
Current	2021	2020	Current	2021	2020
Cash	\$ 133,157	\$ 92,298	Payables and accruals, trade	\$ 51,894	\$ 7,519
			Deposits	-	-
Receivables - members	69,287	89,369	Deferred Membership Fees	137,805	118,219
- funding and sundry		-	Current portion of long term debt	9,124	9,124
Inventory	5,439	7,130		198,823	134,862
Purchase Deposits	651	651			
Prepaid expenses	328	294	Long term debt		
	208,861	189,741	Vehicle Financing	9,272	18,396
			Bank Loan	-	-
Capital assets, at net book value				9,272	18,396
Frank Garner Boathouse	369,927	277,972			
Docks	91	1,985	Total Liabilities	208,095	153,258
Equipment	145,524	124,040			
Vehicle	16,559	23,656			
	532,101	427,653	Investment in capital assets	363,232	363,232
Restricted Cash/Contingency	183,000	111,000	Restricted Equity	183,000	111,000
			Unrestricted equity	169,635	100,905
			Total Member's Equity	715,867	575,137
TOTAL ASSETS	\$ 923,963	\$ 728,395	TOTAL LIABILITIES & MEMBER'S EQ	\$ 923,963	\$ 728,395
				-	-

Cheema Aquatic Club
Investments in Paddling Equipment

	2020/2021		2019/2020
Motor net of sale proceeds	1,620	Jon Boat, Motor & Trailer	8,338
Used boats	1,000	Used boats	2,700
New boats	36,746	Nelo K-1 Classics	27,393
Paddles	4,957	Stand up Paddle Board	974
Gym Equipment	6,936	Paddles	7,211
	<u>51,258</u>	Gym Equipment	<u>9,945</u>
			56,560
Expendibles < \$1000			
Include paddles, boat parts, summer boats			
Repairs & Maintenance			
Includes all equipment & vehicle & safety boat gas			
Expensed in the year	<u>9,393</u>		<u>9,385</u>
Total Equipment Spend	<u>\$ 60,651</u>		<u>\$ 65,945</u>

**Cheema Aquatic Club
Fundraising**

	Year Ending 09/30/21	Year Ending 09/30/20
Auction	\$ -	\$ 10,070.00
Paddle a Thon	12,879.00	8,803.46
Canteen	-	-
Boats for Bucks		1,000.00
50/50	8,936.00	2,480.00
50th (**)	-	-
Other		455.02
Fundraising Expense	- <u>946.00</u>	- <u>1,591.71</u>
	<u>\$ 20,869.00</u>	<u>\$ 21,216.77</u>

Cheema Aquatic Club Memberships

	Y/E	09/30/21	09/30/20	09/30/19	09/30/18
Membership Income Full Time	13.0%	\$ 139,516	\$ 123,445	\$ 72,650	\$ 79,223
Summer program	73.8%	286,400	164,810	189,857	170,054
Recreational		-	-	51,105	36,364
Seasonal	48.2%	29,563	19,946	12,994	37,418
Masters/Transition	3.4%	21,713	20,998	23,971	-
		<u>\$ 477,191</u>	<u>\$ 329,199</u>	<u>\$ 350,577</u>	<u>\$ 323,058</u>

Membership History Year ending Sept 20xx

	2014	2015	2016	2017	2018	2019	2020
							LTT 22
							DHP 19
							HP 23
Year round training	50	46	42	47	39	43	64
% Change year over year		-8.0%	-8.7%	11.9%	-17.0%	10.3%	48.8%
Summer & Rec	266	253	318	432	385	402	163
% Change year over year		-4.9%	25.7%	35.8%	-10.9%	4.4%	
Seasonal	82	51	51	30	29	31	41
% Change year over year		-37.8%	0.0%	-41.2%	-3.3%	6.9%	
Masters	52	60	58	59	53	51	62
% Change year over year		15.4%	-3.3%	1.7%	-10.2%	-3.8%	
Paddle All			10	11	9	16	20
% Change year over year				10.0%	-18.2%	77.8%	
	<u>450</u>	<u>410</u>	<u>479</u>	<u>579</u>	<u>515</u>	<u>543</u>	<u>350</u>

**Cheema Aquatic Club
After School Program**

	10 months Oct '20 - Sep '21	10 months Oct '19 - Sep '20	10 months Oct '18 - Sep '19
Revenues	113,260	73,584	\$ 77,970
Direct Purchases	- 7,334	3,969	7,452
Wages Allocation	<u>54,464</u>	<u>47,818</u>	<u>46,008</u>
Direct Costs	53,460	53,460	53,460
Utilities Increase Yr over Yr	<u>-</u>	<u>524</u>	<u>1,582</u>
Contribution to operating funds	<u>59,800</u>	<u>19,600</u>	<u>22,928</u>
Participants	30-36	23-31	25-30



Questions???



ELECTION OF DIRECTORS

Executive

Nadine Lamontagne ~ Commodore

Jeff Keizer~ Vice-Commodore

Connie Hetzler ~ Treasurer

Vacant~ Secretary

Chris Brown remains as Past Commodore
(does not require a vote)

Directors-at-Large

Todd Allison

Monique Gray

Gord Kerr

Dan Kooyman

Denise MacKenzie

Janie MacKinnon

Jeff MacMillan

Brent VanBuskirk