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Minutes of the Annual Meeting of the members of the Ontario Curling Council held by Conference Call on Wednesday, June 6, 2012 at 5:30 p.m.

### **PRESENT**

Board: Kathy Ryan, Michele Gower, Ryan LaFraniere, Allan Brunt,  
Peter Hinz

Associations: Gord Gark, Joanne Pomalis, Doug Bakes (OCA)  
Steve Chenier, Roma Lundgren, Leslie Kerr (NOCA)

Staff: John McCrae, Terri Collicott

Regrets: Andrea Ronnebeck

Kathy Ryan chaired the meeting and Terri Collicott acted as Secretary.

### **WELCOME & OPENING REMARKS**

Kathy Ryan welcomed everyone to the meeting and indicated that she would try to make it as quick as possible. She thanked everyone for taking time out of their day to attend.

### **CONSTITUTION OF THE MEETING**

The Chair declared that notice of this meeting having been mailed to each member in accordance with the by-laws of the Corporation and a quorum being present, the meeting was duly constituted for the transaction of business.

**Moved by:** Allan Brunt  
**Seconded by:** Peter Hinz  
**CARRIED**

### **ACTS OF DIRECTORS**

A motion was made that all acts, contracts, by-laws, proceedings, appointments, elections and payments acknowledged, made, done and taken by the directors and officers of the Corporation as recorded in the proceedings of the directors or on the books or records of the Corporation or in the financial statements submitted to this meeting, be approved and confirmed.

**Moved by:** Gord Gark  
**Seconded by:** Peter Hinz  
**CARRIED**

### **REPORT ON CREDENTIALS**

Peter Hinz reported on the credentials and noted 7 registered votes:

- 2 delegates from the OCA with Gord Gark holding 2 votes and Joanne Pomalis with 1 vote
- 3 delegates from the NOCA with one vote each – Steve Chenier, Roma Lundgren & Leslie Kerr
- 1 vote from the OCC Board – Kathy Ryan

**Moved by:** Peter Hinz  
**Seconded by:** Ryan LaFraniere  
**CARRIED**

### **APPROVE AGENDA**

A motion was made to approve the agenda as printed.

**Moved by:** Ryan LaFraniere  
**Seconded by:** Michele Gower  
**CARRIED**

### **APPROVE MINUTES OF JUNE 1, 2011 AGM**

A motion was made to approve the minutes of the June 1, 2011 Annual General Meeting.

Leslie Kerr noted that there was a typo on page 4, paragraph 5 should read “and **then** determine if all requirements have been met.”

A motion was made that the minutes of the June 1, 2011 AGM be approved as amended.

**Moved by:** Peter Hinz  
**Seconded by:** Leslie Kerr  
**CARRIED**

### **BUSINESS ARISING FROM MINUTES of JUNE 1, 2011**

Gord Gark asked John McCrae if the associations had fulfilled all of their obligations regarding the Ministry Grant and John indicated that yes all requirements had been met.

Leslie indicated that as the OCC has agreed to send their financial statements to the associations on a bi-monthly basis upon approval of the Board, the NOCA would

reciprocate and send their approved financials to the OCC. Michele asked the OCA if they would also send their financials to the OCC and Gord indicated that he would take this back to the OCA board for approval. Kathy agreed to email more background information on this item to Gord.

## **OTHER BUSINESS**

### **Ministry Base Grant**

John reported that the OCC is currently working on the base grant with the deadline of June 15<sup>th</sup>, 2012 closing in. It is a lot of work this year and there has been some confusion as to the details and information requested from the Ministry for some of the questions.

## **REPORT OF THE CHAIR**

Kathy highlighted her previously submitted report:

- By-monthly meetings are held as there is little to discuss
- Scott Cooper has attended two meetings to give information on the base grant
- Terri, John, Leslie and Tom Ward met with Scott regarding clarification of the base grant application
- Ontario Sport Awards recipients are: Barry Macklin (OCA) – Syl Apps Award and Bearskin Airlines (NOCA) – Corporate Sport Citation Award
- Thanks to Ryan, Michele, Allan, Andrea & Peter for all their work over the past year
- A special thanks to John & Terri for their continued hard work and support.

A motion was made to adopt the Report of the Chair.

**Moved by:** Leslie Kerr  
**Seconded by:** Joanne Pomalis  
**CARRIED**

## **REPORT OF THE CHIEF ADMINISTRATIVE OFFICER**

John McCrae quickly highlighted his previously submitted report.

- Q4G athletes funding has been approved
- Pat O'Reid award nominations were disappointing, hopefully more promotion will be done next year. Winners were Kathy Ingram from the NOCA, and Randy Bastarache from the OCA.

John also reported that the OCC has submitted an SPF application titled "Operational Roadmap". The cost of the project is \$34,185 with \$30,685 being requested from the Ministry. If the application is approved, a Strategic Planning session is being planned for September 22<sup>nd</sup>, 2012. John asked everyone to add this date to their calendar and indicated that both associations will be asked to send 3 board members as well as the Executive Directors and one other staff member – presumably the Technical Co-ordinators, and the OCC will also have the Board of Directors and both staff attending as well as the facilitator.

A motion was made to adopt the Report of the Chief Administrative Officer.

**Moved by:** Peter Hinz  
**Seconded by:** Roma Lundgren  
**CARRIED**

## **REPORT OF THE DIRECTOR OF FINANCE**

Michele highlighted her report noting the following:

- Base grant funding remained the same
- New funding cycle has begun
- Learning Facilitators Grant of \$3,000.00 was received
- Parasport Ontario Grant of \$2,800.00 was received
- Coach/Mentorship Grant of \$4,000.00 was received
- Expenses were \$5,250 less than budgeted for
- The NOCA has accessed their reserve amount
- The OCA reserve has been set aside to be accessed at a later date
- The OCC finished the fiscal year in a surplus position with \$17,799.00 which will be retained as per previous year's recommendations
- Special thanks to John and Terri for all their support and for their passion for the association

A motion was made to approve the financial statements for the year ended April 30th 2012.

**Moved by:** Michele Gower  
**Seconded by:** Ryan LaFraniere

Gord indicated that he was not comfortable approving the financials as they are labeled as "Draft". Leslie noted that this is now the norm for companies receiving a review engagement. Once the financials are approved and no changes are made the "Draft" watermark will be removed and the financials will be finalized.

Gord asked that the motion be amended to read:

A motion was made to approve the draft financials subject to the final version being unchanged and approved by the two MA's via email. If there are no changes the statements will be forwarded to the associations with the "Draft" watermark removed.

Gord also asked why the budgeted office and admin. expense is so much higher than the actual. \$7,150 was budgeted for and the actual is only \$1,803. John explained that this was due to the budgeting for the cost of this year's base grant application.

Gord asked about the OCA reserve amount and how it could be accessed. John answered that this amount would have to be accessed this year as it is in the OCC budget and the request must accompany a report on how the funds will be used.

**CARRIED**

A motion was made to re-appoint the accountants Grant & Company for a review engagement for the ensuing year 2012-2013.

**Moved by:** Michele Gower  
**Seconded by:** Leslie Kerr  
**CARRIED**

### **ELECTIONS**

Kathy Ryan noted that her name had been once again put forward by the OCA for a further 2 year term on the Ontario Curling Council Board and that she has accepted the position.

### **FUTURE MEETINGS**

The next meeting will be held on Tuesday, June 4, 2013 at 5:30 p.m.

### **TERMINATION**

A motion was made to terminate the meeting at 6:15 p.m.

**Moved by:** Peter Hinz



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Chair

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Secretary