

Victoria Canoe and Kayak Club Annual General Meeting

January 26 2023 at 7PM

VCKC Clubhouse

The Victoria Canoe and Kayak Club respectfully acknowledges that its activities take place on the traditional territories of the laḱʷaḱən peoples, and that the land and waterways' historical relationships with the Songhees and Esquimalt peoples have existed since time immemorial.

The club is committed to taking meaningful action to build respectful and reciprocal relations with the Songhees and Esquimalt peoples on whose land and waterways club members have the privilege of living.



A big storm in late December gave the club some big icicles.

<u>2023 VCKC AGM AGENDA</u>	<u>3</u>
<u>2022 VCKC AGM August Minutes.....</u>	<u>4</u>
<u>2022 SGM Bylaw Minutes.....</u>	<u>6</u>
<u>President’s AGM Report</u>	<u>11</u>
<u>Big Canoe Program</u>	<u>12</u>
<u>Canoe Program</u>	<u>16</u>
<u>Dragon Boat Program</u>	<u>20</u>
<u>Kayak Program</u>	<u>24</u>
<u>Marathon Program.....</u>	<u>26</u>
<u>Storage Report</u>	<u>29</u>
<u>Technical/Website/Booking.....</u>	<u>30</u>

2023 AGM AGENDA

- 1) Call to Order & Welcome
- 2) Approval of Agenda
- 3) Review/Accept Minutes from August 10, 2022 AGM
- 4) Review/accept minutes from Sep 1, 2022 Special General Meeting (Bylaws)
- 4) Treasurer's Report and Appointment of Reviewer of Financial Books
 - a. Financial Report on the Year ending December 31, 2022
 - b. Reviewer's Report for 2022 Financials
 - c. Appointment of Reviewer of Financial Books for 2023 reporting year
 - d. Review & Accept 2023 Budget
- 5) Presidents Report- attached
- 6) Directors Reports - attached
- 7) Election of Executive – Nominations Committee Report attached
 - a. Election of Officers – President, Vice president, Secretary, Treasurer
 - b. Election Program Directors – Big Canoe, Canoe, Dragon Boat, Kayak, Marathon, Outrigger, SUP
 - c. Election of Other Executive Members – House & Grounds, Membership, Safety, Storage, Director at Large (2)
- 8) Other Business
 - a. Dock expansion presentation
- 9) Adjournment

Nominations Committee Report

President: Jana Savage

Vice President:

Secretary:

Big Canoe:

Canoe:

Dragonboat: Hannah Griffiths

Kayak: Wade Martinson (incumbent)

Marathon: Peter Elson (incumbent)

Outrigger:

SUP: James Roorda (incumbent)

Membership:

Education, Standards, and Safety:

Storage: Gordon Evans (incumbent)

Clubhouse & Grounds:

Director at Large: Ellie James (incumbent)

Director at Large: Lynda Purcell (incumbent)

MINUTES of Victoria Canoe & Kayak Club AGM

Aug 10th 2022
VCKC Clubhouse

1. Call to Order and Welcome

The meeting was called to order by the president at 7.06 pm.

Notes

There were 67 members present.

The relevant documents were circulated electronically to members prior to the meeting.

Opening remarks by the President, Kim Capson.

Why are we here? We have been ordered by the Civil Resolution Tribunal to re-vote on all decisions from the Jan AGM, in response to a dispute filed by Mike Wheatley. Briefly, we are a non-profit society registered in the province of British Columbia. As such, although we have our own Constitution and Bylaws we are also required to follow the bylaws in the BC Societies Act. The document is 173 pages long and includes hundreds of bylaws, some of which contradict each other. In the words of our lawyer, it contains "significant failures" that leave societies vulnerable. None of us on the Executive are experts in the interpretation of the BC Societies Act, particularly as it applies in the ever-changing conditions of a global pandemic. We consulted lawyers for every challenge presented by Mike but in some cases the interpretation was the lawyer's opinion on a bylaw that was not written as a clear-cut statement, and so here we are. We recognize that there will be questions so we will be adding a 15-minute question period at the end of the meeting.

The inclusion of voting on the Special Resolutions Proposed Bylaws is being challenged by Mike Wheatley based on his disagreement with the AGM notice that was sent, specifically that it did not include the text of the Special Resolutions within the notice itself but rather as a link to a document. We consulted with our lawyer and were advised that although what we did was common practice, using linked documents is not expressly included in the BC Societies Act. It has not been challenged in court as to its relevance in the context of current ubiquitous electronic communication technology. We have with great reluctance made the decision to withdraw the Special Resolution Proposed Bylaws and to hold a Special General Meeting Sep 1 at 7pm at the clubhouse to vote on them. A notice of that meeting will be sent in the next day or two.

I will be chairing the meeting, Alan Thomson will be taking minutes, Jana Savage will operate the projector and computer, Linda Thomson will be conducting the elections, Peter Elson will present the financial reports and Anne Ardiel will be our Parliamentarian watching for rules of order.

2. Approval of Agenda

Moved by: Joanne Cowan Seconded By: Katrina White. Passed

3. Review and acceptance of Minutes from 2021 AGM Moved by: Jana Savage, seconded by: Jennifer Yee Motion passed

4. Treasurer's Report and Appointment of Reviewer of Financial Books

The treasurer, Donna Sainsbury, was unable to attend the meeting, so Peter Elson, as acting treasurer for most of the periods covered in the report, made the presentation. He prefaced the financial reports with a quick review of the past year's history. He had taken over as treasurer in the late Spring of 2021 due to the resignation of the elected treasurer and had spent some time learning the books and simplifying the record keeping and presentation of the financial reports.

a. Reviewer's Report for 2020 Financials Moved by Peter Elson, seconded by Joe Boyd. Motion passed

- b. Reviewer's Report for 2021 Financial Moved by Peter Elson, seconded by Joanne Cowan. Motion passed
- c. Appointment of Reviewer of Financial Books for 2022 reporting year
Motion to appoint Cheques & Balances Bookkeeping Services as the Club's financial reviewers for 2022. Moved by Peter Elson, seconded by Jennifer Yee. Motion passed
- d. Financial Report for the year ending Dec 31st 2021. Peter went over the financial report for the past fiscal year and noted some highlights. Motion to accept the financial report moved by Peter Elson; seconded by Jennifer Yee. Motion passed.
- e. Review and Acceptance of 2022 Proposed Budget Peter introduced the proposed 2022 budget. No new major equipment purchases are being proposed. The Club's revenue from the rental of storage spaces for members' boats has stopped, due to the requirement in the new lease for the clubhouse that no personal property may be stored in the clubhouse or grounds. Peter Elson moved acceptance of the proposed budget. Seconded by Debi LeHaise. Motion passed

5. President's Report

6. Other Reports

Since the reports are unchanged from the January meeting, are available on line and do not need to be voted on, none were presented verbally at the meeting.

7. Election of Executive

Linda Thomson ran the elections. All nominations were presented and voted on individually by show of hands, not by acclamation. For each position, new nominations from the floor were solicited. None were forthcoming except for the vacant Director-at-large position.

Several members nominated for positions were unable to attend the meeting. Each of them had provided written statements indicating their willingness to stand.

At the January meeting there were two candidates for the position of Outrigger Director/ Coordinator, Michael Wheatley and Tony Hopkin. Mike Wheatley was not at the meeting and had not provided written notice that he wished to stand again. However, in view of the origins of the repeat AGM, a vote was held for this position between the 2 candidates. The vote was unanimously in favour of Tony Hopkin.

The invalidly elected second Director at Large did not wish to stand for this position again. Linda Purcell was nominated for the position by Jayne Takahashi, seconded by Susan Lee. Elected.

A list of the elected Executive is attached to these minutes.

8. Other Business

A period of 15 minutes was allowed for questions

1. What does Mike Wheatley want to achieve by his actions? Answer. No one present knew the reasons why he is pursuing these actions and Mike himself was not at the meeting to answer.
2. What have the Club's costs been during this dispute? Answer – Approximately \$1000 has been paid for legal advice and the costs awarded against the Club for the filing of the complaint.
3. Has there been any progress concerning the addition of a new dock? Answer – the project has not moved forward since January. Saanich has changed the process requirements and it will need to be pursued as a new project.
4. Is there a way to remove Mr Wheatley from the Club? Answer – there is a mechanism in the bylaws (Section 7) that allows for the expulsion or suspension of a member of the Club.

9. Adjournment

The meeting was adjourned at 7.55pm

VCKC Bylaw Special General Meeting

September 1, 2022

VCKC Clubhouse

48 members were in attendance

1. Call to Order 7 :02pm

2. Approval of the Agenda - Motion: Craig Thomson / Second: Anna Childress / Passed

3. New Business

a) Election of the VCKC Treasurer – Donna Sainsbury (not in attendance) provided written acceptance of her nomination for the position. No further nominations came forward from the floor upon calls by the President. Donna Sainsbury elected as Treasurer.

b) Special Resolutions, bylaw updates

Motion 1: Bylaw Interpretation Section Part A Motion: Peter Elson / Second: Ken Gibbard / Passed

Whereas the VCKC bylaws need updating

Therefore be it resolved that the Bylaw Interpretation Section Part A wording be rescinded and following updates be accepted, with this language replacing previous bylaw language for this section.

Interpretation

1. In these bylaws gender neutral pronouns are used unless the context requires otherwise.

“Club” means the Victoria Canoe and Kayak Club;

“electronic meeting” means a fully electronic meeting or a partially electronic meeting;

“Executive” means the same as “Board”. “Board means the Directors of the Society”;

“fully electronic meeting” means a meeting in which members are entitled to participate solely by telephone or other communications medium, as set out in the notice for the meeting, if all persons attending the meeting are able to participate in it, whether by telephone or other communications medium;

“officer” includes President, Vice-President, Secretary, and Treasurer;

“General meeting” includes annual general meeting;

“membership” means, for the purposes of bylaws 6, 10, 11, 19, 21, and 25, members voting at a general meeting;

“Ordinary resolution” means a resolution passed in a general meeting by the members of the Club by a simple majority of votes cast in person;

“In person” means that a member(s) participates in a club meeting by either being physically present or participating by phone or other electronic means;

“partially electronic meeting” means a meeting in which members are entitled to participate in person or by telephone or other communications medium, as set out in the notice for the meeting, if all persons attending the meeting are able to participate in it, whether by telephone, by other communications medium, or in person;

“program” means any paddling activity adopted by the Club;

“Program Director” means that person elected by the membership to represent a particular program;

“written notice” includes electronic forms such as email

Motion 2: Bylaw Interpretation Section Part B Motion: Peter Elson / Second: Jennifer Yee / Passed

Whereas the VCKC bylaws need updating

Therefore be it resolved that the Bylaw Interpretation Section Part B wording be rescinded and the following updates be accepted, with this language replacing previous bylaw language for this section.

“Special resolution” means a resolution passed in a general meeting by a majority of not less than 2/3 of the votes cast by those members of the Club who, being entitled to do so, vote in person of which 14 days’ notice specifying the intention to propose the resolution as a special resolution has been given; or

a) If every member entitled to attend and vote at the meeting so agrees, at a meeting of which less than 14 days’ notice has been given.

2. Interpretation: If an interpretation of these bylaws is required, the current *Societies Act of British Columbia* and any subsequent amendments or regulations shall apply.

Motion 3: Membership Section Motion: Peter Elson / Second: Louise Johnston / Passed

Whereas the VCKC bylaws need updating

Therefore be it resolved that the Membership Section wording be rescinded and the following updates be accepted, with this language replacing previous bylaw language for this section.

Membership

3. An applicant for admission to the Club shall, upon
- a) completing the application for admission; and
 - b) paying the annual dues for the class of membership applied for; be admitted as a member
 - c) a member who has been suspended or expelled from the Club may not re-join the Club without receiving permission in advance from the Executive.
4. a) There shall be five classes of members:
- i) single members, being individuals who have paid a single membership fee;
 - ii) family members, being two adults and members of a family under age of majority (see junior member below), whether or not the persons heading the family are married or unmarried, and who have paid a family membership;
 - iii) junior members, being persons under the age of majority who have paid a single or family membership;
 - iv) honorary members, being members whom the Club wishes to honour and who become members for life and need not pay membership fees;
 - v) associate group members.
- b) Where a person pays the annual dues for a family membership, all those eligible in that person's family shall be members also.
- c) Honorary membership may be granted to members or other persons who have contributed significantly to the Club,
- d) Honorary membership shall be recommended by the Executive and approved by a resolution at a general meeting.
- e) Associate group membership may be granted to established groups of youths or deserving persons on application to the Executive.
- f) Associate group members do not have the right to vote and or not eligible to be elected or appointed to the Executive.
- g) A junior member does not have the right to vote at meetings and is not eligible to be elected or appointed to the Executive.
- h) Two adults in a family membership are entitled to vote.
5. Subject to bylaw 4, all members
- a) have the right to participate in Club activities;
 - b) have the right to vote at general meetings;
 - c) are eligible to be elected and appointed to the Executive
6. A member shall cease to be a member in good standing upon
- a) failing to pay the annual dues as and when prescribed by the Executive;
 - b) resigning from the Club; or
 - c) expulsion from the Club
7. Subject to bylaw 12, a member may be expelled or suspended from the Club by a special resolution of the membership.

Motion 4: Meetings Section Motion: Peter Elson / Second: Elizabeth Martinson / Passed

Whereas the VCKC bylaws need updating

Therefore be it resolved that the Meetings Section wording be rescinded and the following updates be accepted, with this language replacing previous bylaw language for this section.

Meetings

8. a) General meetings shall be held as and when directed by the Executive or on a petition of ten per cent of the voting members
 - b) there will be an annual general meeting each year on a date before February 28th set by the Executive.
 - c) Written notice of a general meeting shall be sent to each member at least 14 days before the date of the meeting.
 - d) General meetings may be in person, electronic or partially electronic as circumstances require.
9. Thirty-five voting members constitute a quorum.
10. a) A majority of votes cast is sufficient to pass an ordinary resolution or motion at a meeting.
- b) Voting may be electronic or by a show of hands, and/or at the request of one member, by secret ballot.

Motion 5: Proxy Voting Section Motion: Peter Elson / Second: Craig Thomson / Passed

Whereas the VCKC bylaws need updating

Therefore be it resolved that the Proxy Voting Section wording be rescinded and the following updates accepted, with this language replacing previous bylaw language for this section.

- c) Voting by proxy is not permitted.

Motion 6: Executive Section Part A Motion: Peter Elson / Second: Laurie Page / Passed

Whereas the VCKC bylaws need updating

Therefore be it resolved that the Executive Section Part A wording be rescinded and the following updates be accepted, with this language replacing previous bylaw language for this section.

Executive

11. The Executive shall consist of:

- a) Officers of the Club, which are the President, Vice-President, Secretary, and Treasurer who shall be elected by the membership at each annual general meeting; but if a vacancy occurs, a replacement will be elected by the membership to serve until a successor is elected at the next annual general meeting.

Motion 7: Executive Section Part B Motion: Peter Elson / Second: Jim Swanston / Passed

Whereas the VCKC bylaws need updating

Therefore be it resolved that the Executive section Part B wording be rescinded and the following updates be accepted, with this language replacing previous bylaw language for this section.

- b) The previously elected immediate past president of the Club; (non-voting)

Motion 8: Executive Section Part C Motion: Peter Elson / Second: Joe Boyd / Passed

Whereas the VCKC bylaws need updating

Therefore be it resolved that the Executive Section Part C wording be rescinded and the following updates be accepted, with this language replacing previous bylaw language for this section.

- c) The following directors who shall be elected by the membership to serve until a successor is elected at the next annual general meeting; but if a vacancy occurs a replacement may be appointed by the Executive to serve until a successor is elected at the next annual general meeting
 - i) program directors for each approved program
 - ii) a membership director
 - iii) a clubhouse and grounds director
 - iv) a storage director
 - v) an education, standards, and Safety director; and
 - vi) two directors-at-large

- d) All executive members shall cease to hold office at close of the next annual general meeting following their election.

Motion 9: Executive Section Part D Motion: Peter Elson / Second: France Gagnon / Passed

Whereas the VCKC bylaws need updating

Therefore be it resolved that the Executive Section Part D wording be rescinded and the following updates be accepted, with this language replacing previous bylaw language for this section.

12. Subject to bylaw 13, an Executive member may be suspended or removed from office on a special resolution of the membership.
13. Before a resolution under bylaw 7 or 12 is voted on, the person who is the subject of the resolution has the right to a hearing.
14. Seven members of the Executive shall constitute a quorum for Executive meetings.

Motion 10: Duties of Officers Section Motion: Peter Elson / Second: Jean Chandler / Passed

Whereas the VCKC bylaws need updating

Therefore be it resolved that the Duties of Officers wording be rescinded and the following updates be accepted, with this language replacing previous bylaw language for this section.

15. The President shall
- a) preside at all meetings of the Club and of the Executive;
 - b) supervise the other Executive members in the execution of their duties;
 - c) serve as a lead contact point for Executive members and Executive issues;
 - d) facilitate setting goals and objectives for the Executive and monitor their attainment;
 - e) ensure that Executive members are involved in Executive activities and committees;
 - f) motivate Executive members to attend meetings, and
 - g) be the official spokesperson for the Club on all matters.
16. The Vice-President shall carry out the duties of the President during that person's absence.
17. The Secretary shall
- a) Cause notice of meetings of the Club and of the Executive to be issued;
 - b) Keep minutes of all meetings of the Club and of the Executive;
 - c) Have custody of all records and documents of the Club except those required to be kept by the Treasurer;
 - d) Have custody of the common seal of the Club; and
 - e) Cause the register of members to be maintained.
18. The Treasurer shall
- a) Keep the financial records, including books of account, necessary to comply with the Society Act; and
 - b) Render financial statements to the Executive, members, and others when required.
19. In the absence of the Secretary from a meeting, the Executive shall appoint another person to act as Secretary of the meeting.

Motion 11: Club Finances Section Motion: Peter Elson / Second: Craig Thomson / Passed

Whereas the VCKC bylaws need updating

Therefore be it resolved that the Club Finances Section wording be rescinded and the following updates be accepted, with this language replacing previous bylaw language for this section.

Club Finances

20. The Executive has all the powers necessary to manage the Club; but the Executive shall not borrow money or use the Club's assets as security unless authorized to do so by a special resolution of the membership.

21. All Club revenues and expenditures shall be handled through the Treasurer who shall act on behalf of the Executive.
22. No one, in their capacity as a member, Officer, or Executive member, shall be paid for services rendered to, or on behalf of, the Club.
23. The Executive may authorize the payment of a member's pre-approved out-of-pocket expenses if incurred on behalf of the Club.
24. The members shall appoint a reviewer who is independent of the Club to review the financial books and records of the Club immediately after the end of the preceding financial year and present the review at the next AGM. The reviewer is appointed at the AGM and 'holds' that position until the close of the next AGM.

Motion 12: Miscellaneous Section Motion: Peter Elson / Second: Anna Childress / Passed

Whereas the VCKC bylaws need updating

Therefore be it resolved that the Miscellaneous Section wording be rescinded and the following updates be accepted, with this language replacing previous bylaw language for this section.

Miscellaneous

25. The seal of the Club shall be in the custody of the Secretary and it may be affixed in the presence of any two Officers or any Officer and any Executive member.
26. The constitution and bylaws of the Club may be altered by special resolution provided that notice of the special resolution accompanies the notice of the general meeting.
27. The Executive shall promulgate a Policies and Procedures Manual which shall contain instructions to Club members on
 - a) membership fee schedules;
 - b) conduct of members and other persons or groups within the Club and grounds;
 - c) procedures for suspension of members;
 - d) care and maintenance of Club boats and equipment;
 - e) procedures to be observed by the paddling programs;
 - f) safety procedures around the Club while paddling
 - g) financial procedures; including procedures for reimbursement of out-of-pocket expenses;
 - h) schedule of events; and
 - i) any other subjects which the membership or Executive feels requires explanation, elaboration, direction, or control.
28. The books and records of the Club shall be available for inspection by the members at the annual general meeting and at any other time provided fourteen days' notice is given.

Locale

29. a) The operations of the society are to be carried on throughout the Province of British Columbia but principally on Vancouver Island and its adjacent tidal waters.
30. a) Upon winding up or dissolution of the Club, the assets which remain after payment of all costs, charges, and expenses which are properly incurred in the winding up shall be distributed to such non-profit organization or organizations having similar non-profit purposes as may be determined by the members of the Club at the time of winding up or dissolution.

4. Discussion - none

5. Adjournment – Motion: Jim Swanston / Second: Wendy Pereira / Passed / Adjourned at 7:42pm

President's AGM Report

January 2023

What an amazing year this has been for us at VCKC! Although we started out the year under strict pandemic restrictions on getting together, those were very quickly relaxed and we were able to once again enjoy many social events and big group paddles.

Peninsula Paddle for the Kids was back in person again and it was great to see so many new members hop in the big canoes and continue our 40+ year tradition of raising funds for Camp Shawnigan.

Our Program Directors were extra busy planning lots of courses to get new members certified for canoes and kayaks, and that meant our volunteer instructor were extra busy giving up their time to help members achieve that certification.

Once again this year there were so many people who came forward to help out with whatever was needed to keep the club running smoothly. I can't begin to thank them all personally but the club could not run this well without them.

This is my last year as President and I want to thank everyone for all the help and encouragement I have received. These two years have been particularly difficult dealing with the pandemic and various other issues that cropped up unexpectedly. It has been a huge honour to be leading this club through such unprecedented times and I was so fortunate to have amazing people around me. I am looking forward to relaxing a bit in 2023.

Wishing everyone all the best in the new year. Thank-you to all who helped me these past two years!

Kim Capson – President



VCKC 2022 PROGRAM PLANS AND 2023 BUDGET REQUESTS

Big Canoe Program - Paddlers and Activities

During the 2022 season, Big Canoe offered a wide variety of opportunities for members to get out on the water. We opened the season with the Peninsula Paddle for the Kids annual fundraiser, which provided members the opportunity to participate in weekly paddles on the ocean over a period of 8 weeks. This year Big Canoe paddlers spent close to 100 days on the water, enjoying weekly paddles on the Gorge waterway, day trips, and multi-day trips including a 6-day Brigade and 2 days paddling the Thompson River. Many associate members have renewed their memberships after a 2-year hiatus (due to covid-19) and are pre-booking Big Canoes for spring/early summer 2023.



Program Assets

Over the years, the Big Canoe program has utilized a variety of boats, each serving a unique purpose as outlined below:

Equipment	Comments
Tillicum (Langley 29')	This canoe is favorite among VCKC sterns, as it is the most stable and efficient boat in the fleet. It handles well in all conditions, particularly rough ocean or river paddling. It is in good condition. Max capacity 14, estimated weight is 400lbs
Shawnigan (Langley 25')	40+ years old (around 350 lbs. and hard to carry). Despite its weight, it is popular among associate members due to its stability and capacity. Maximum paddlers – 10. It is in fair condition.
Munroe (Voyageur 25')	Munro is fast and quite light (around 200 lbs.) with a straight keel. This unmodified hull design is Western Canoeing's first-generation Voyageur Canoe. This boat is used often during weekly paddles and trips and remains a favorite among paddlers. It is in good condition.
Canada (Mariner 22')	Canada is the newest addition to the fleet and is light (170 lbs.). Due to its lightness, it is used weekly by the club, often paddled with 5-6 paddlers. While this boat has great stability, it often feels tippy to new paddlers; however, this has not presented as a barrier. This boat is in good condition.
Red Canoe (wood & canvas – 20')	A beautiful canoe, well-maintained by a dedicated club member. It is moderately heavy and very stable. It requires an experienced sterner and bowman in order to avoid damage due to the canvas and its age. Capacity – seats 6.
Kawa (Voyageur 25 ')	Kawa offers the ultimate maneuverability for more advanced paddlers wishing to paddle in more challenging conditions (e.g. river). As the quality and skill level of paddlers increase, this boat should be utilized more often training purposes.

Equipment

- Painters, righting lines, buckets, throw bags, and tie-downs sized for Big Canoes, this equipment, purchased in 2019 remains in good condition and additional painter lines were purchased this fall as well as lights that are used for night paddling.
- Portage Carts – This fall Big Canoe purchased a brand-new canoe cart capable of carrying more than 350 lbs. This cart be utilized with the existing cart (in good condition) for long portages. Both carts performed remarkably well on the Victoria Waterways Loop Day trip this fall.
- Paddles – the club appears to be short on bent shaft paddles used for the Big Canoe and OC-6 programs. Since this equipment is heavily utilized during PPFTK, the Big Canoe program would benefit from the purchase of bent shaft paddles in a variety of lengths.
- Trailers – VCKC owns two big canoe trailers.
 - The first is 30 ft. long and can transport four x boats up to 29 ft. in length.
 - The second trailer is approximately 29 ft. (built-in 2004) was substantially remodeled for the 2009 Cross Canada David Thompson Trip in 2009 and later extended by a dedicated club member to allow it to carry Tillicum. It can transport two boats up to 29 ft. in length.
 - Thanks to dedicated volunteers, minor repairs have been completed on both trailers (e.g. replacement of carpet, welding), but the lights for both trailers operate inconsistently and it is likely that both trailers will require substantial repairs/updating during the 2023 season.



can

Currently, the Big Canoe program has a custom-built storage shed built in 2019 that can hold four Big Canoes. It has been occupied by OC-6 boats since 2021. For the time being, four voyageur canoes will remain stored in the rack located on the beach. The use of this rack provides improved accessibility for members who (for good reason) do not wish to carry 400 lb. canoes to/from the compound for weekly paddles. If the club chooses to invest in a new dock, a design consideration that would allow for two Big Canoes to be stored on the dock would be of great benefit to the club in certainly contribute to increased participation and programming for Big Canoe. Two Big Canoes remain stored on Big Canoe trailers parked in the club compound and are swapped out with the canoes on the rack as needed. If the club continues to utilize the rack and the trailers in the compound, storage will remain adequate and there would be room to store a new Big Canoe, should the club wish to update the aging fleet.

Storage Locker

The current Big Canoe locker is not large enough to hold the oversized equipment required for Big Canoe. Thus, a wooden storage locker should be designed specifically to ensure painters, throw bags and other equipment remains well organized and dry. Currently, the discussion and planning is underway to build such a locker and the cost is estimated at \$400.00.

Instruction and Coaching

This year Big Canoe offered two Paddle Canada Big Canoe sterner courses in April and June taught by Instructor Alan Thomson, and Helene Poulin and Joe Boyd who completed their Big Canoe instructor certification. Through this process, 11 club members received their Intermediate sterner certification. The new Sterners put their leadership skills to use during weekly Big Canoe paddles offered from mid-March to July. These paddles commenced in late September with a steady stream of new and experienced paddlers turning out to practice.

This year many Big Canoe paddlers obtained Paddle Canada and RCABC certification (ranging from level 1-4) and it is important to note that the Big Canoe program relies on VCKC's canoe program and the incredible instructors who volunteer their time to deliver canoe courses throughout the spring and fall. In 2023, the Big Canoe program should look to using the club's Paddle for the Kids program as an opportunity to implement a more formalized training or course for Big Canoe paddlers with basic sterner certification (RCABC or Paddle Canada). This supervised program would allow sterners would gain



knowledge of how to control a Big Canoe in wind and waves on the open ocean. Going forward, continued focus on training, specifically for ocean currents, wind, weather, and risk management will need to be delivered in order to ensure we have Big Canoe leaders to carry the program forward into the future.

Program enrolment

Due to a fluctuation in Covid-19 restrictions and protocols during the Spring of 2022, Big Canoe had a slow start. Approximately 40 paddlers participated in Paddle for the Kids (over 8 weeks) and participation slowly increased as restrictions lifted, and members began to feel safe and comfortable engaging in social activity. Most members involved in the Big Canoe program are also involved in other VCKC programs, and it is this cross-pollination between programs that positively contributes to the comradery and competency of Big Canoe paddlers. This year Big Canoe onboarded many new members who regularly attended weekly practices, and subsequently are quite skilled! Big Canoe continues to support community events, including PPFTK, and July 1st Canada Day on the Gorge where we give free rides to the public.

Equipment renewal

While the current fleet is sufficient for the time being, the club should start to look at acquiring another 29 ft Langley to complement Tillicum, and eventually replace Shawnigan, which is currently in good condition despite her age. Currently, Clipper Canoe advertises the durable fiberglass model of this Langley at CAD 12,075. If purchased, this boat could be used to compete against the Tillicum in races, should Big Canoe paddlers wish to continue training weekly and participate in annual events such as Wake Up the Gorge. Additionally, with its

increased capacity (fewer sterners needed) and stability, the proposed 29 ft Langley would be utilized by VCKC and associate members for trips both day and camping and allows new, older, and families with young children to participate confidently.

Revenue

The Big Canoe program typically contributes to funding VCKC by offering Big Canoe stern lead courses, primarily for leaders within VCKC associate memberships. This program draws many associate members from the community such as schools, clubs, and other non-profit organizations.

Community service

The Big Canoe program has raised over \$313,000 for children and adults with disabilities, Easter Seals, specifically Camp Shawnigan. 2022 41st year for this fundraiser and even in a pandemic, VCKC members continued to contribute. The modified format of this fundraiser worked well as it broadened the opportunity for participation regardless of the chosen activity. Hopefully, the club can continue this fundraiser.

Program growth can continue in the big canoe program. In the past, there have been 70 – 80 participants joining PFTK with \$22,000 raised for Easter Seals in one year! When we have stern leads, and paddlers, we can get out with the big canoes. The Big Canoe Program has enabled trips that were fully funded by the participants to camp and explore the Gulf Islands, the islands West Coast, and even Haida Gwaii in recent years. At this time many Big Canoe paddlers have expressed interest in Brigades scheduled to occur on the Athabasca River and the Trent Severn waterway for the opening of the newly build Canadian Canoe Museum scheduled for the summer of 2023.

Request for financial support

2022 Budget Request:

In consultation with the Big Canoe sterner/leadership team, it has been determined that the Big Canoe program would benefit greatly from the purchase of the 29ft Langley Clipper Canoe. The current cost of this canoe is \$12,075 CAD.

Thank you for this opportunity to serve the club in this position. It has been a great joy.

Sincerely

Elizabeth Martinson – Big Canoe Program Director.

CANOE PROGRAM PLAN

1) Canoe program paddlers' activities

The Canoe Program's main objective is to teach and promote safe paddling. We:

- a) Offer basic canoe lessons to the public at a low-cost, advertised on the VCKC website
- b) Allow the use of club canoes to all members who have taken the Basic Lakewater 1 course, for use on the Gorge.
- c) Encourage members to improve their safe paddling skills with advanced lakewater, moving water and ocean canoe courses.
- d) Provide workshops to improve the paddling skills of club members.
- e) Host the 'Running of the Cow' and 'Cowichan River Remembrance Day' events for club members and the larger community who are certified for river paddling.
- f) Encourage training and certification for new, or recertification for continuing canoe instructors.

2) Canoe Program assets (boats, equipment, etc.), their value and condition

- VCKC's fleet of canoes was reviewed in 2020 and those deemed inappropriate for courses were sold off; we now have a fleet of 13 boats suitable for flatwater and/or moving water courses. Estimated replacement cost is roughly \$1000 - \$2000 per boat. For a detailed look at the Club canoes, please see: <https://www.vckc.ca/sys/website/?pageId=18248>
- The current inventory of 13 Club boats is adequate for running Club flatwater courses and five of them for river courses. The most popular boats in our fleet are prospectors because they provide good stability and maneuverability. Club boats are primarily intended for teaching and club trips. In the long term, members are expected to purchase their own boats.
- Each boat must be equipped with painters (ropes), throw bags and bailers while on the water, and these are found in the Canoe Program locker.
- The club has a good selection of paddles and PFDs of different sizes suitable for anyone.

3) Storage

All club canoes are stored outside the clubhouse in the compound, primarily in Rack A.

4) Program enrolment in the previous year and current year, with projections for the next 3 years

- At the end of 2022, there are 381 members that have listed canoeing as an interest. This is an increase of 43 members since 2021 and 91 members since 2020. There was a total of 63 registrants taking Lakewater 1 Basic Tandem this year, and it is likely that the 63 members new to the Canoe Program were also new to the club. This indicates that the Canoe Program continues to be successful in attracting and keeping members. As in past years, we expect canoe membership to remain stable for long-time committed members, increase with new members taking lessons and 'trying-out' the Club, and decrease with members leaving the club after having learned through courses, as much as they need and setting off on their own adventures.
- In 2022, we held 16 canoe courses with 126 participants (an increase of 50% over last year). The number of times each Lake water (LW) course was held and the number of registrants in each were: 5 LW1 (63), 4 LW2 (29), 3 LW3 (15), 1 LW4 (4). Two Moving Water courses were held in April with 10 students and one course in the fall with 4 students. One Ocean Canoeing course was offered in July, with 3 new registrants

and several paddlers who audited. Of the total 126 people that took at least 1 of the 16 courses offered, about half of those people took a more advanced course than LW1.

- Projections for interest in canoe courses is not likely to diminish in the coming years. However, the ability to meet this year's successes are dependant on the priorities of the new Canoe Director, the number of instructors available to teach, the number of courses ultimately offered, and the number of registrants who sign up.

5. Instruction and coaching: List program resources; means of certifying coaches and/or instructors; future plans; adequacy to meet program needs

- In 2022, VCKC has 14 Canoe instructors, of which 9 volunteered to teach courses. Most courses taught by VCKC's team of volunteer instructors are certified through the Recreational Canoe Association of BC (RCABC) but some also have Paddle Canada (PC) Certification and teach some PC curriculum courses.
- In the next 2 to 4 years, we expect several instructors will allow their certification to lapse and this will be a problem if the expectation is to continue to offer the same number and range of courses. To encourage the development of new club instructors, VCKC instructors should be encouraged to identify members who would be strong candidates for instructor certification. Also, the Club must remain committed to pay the training costs for new instructors if they agree to volunteer for VCKC.

VCKC is fortunate to have in-house Canoe Instructor Trainers to teach new instructors.

- Future plans for the Canoe Program will be determined by a new Canoe Director. Some suggestions include:
 - Encouraging Club members to become certified as Daytrip Leaders would offer our members more exciting daytrip paddling opportunities than simply paddling in the Gorge.
 - Continuing collaboration with South Island Whitewater Club (SIWC) in terms of teaching and paddling opportunities is needed to ensure that our club members can continue to develop whitewater skills.
 - Family Day canoe workshops with parents and young people are a great opportunity to develop a love of canoeing with a new generation. Despite the difficulty of finding suitable dates that worked for busy families and for our willing instructors, the evening summer Family workshop was a big hit and should be repeated.

6. Equipment renewal: Does the program have enough craft and equipment, in safe enough condition, to introduce new members to the sport and provide a continuum of paddling experiences? If not, project your needs for renewal or replacement – with costs – over the next 3-5 years, listing in order of priority.

- The Canoe Program is under a 20- to 30-year overall replacement plan for boats, which should be adequate given that the canoes are adequately stored. There are some older boats that may be nearing the end of their usefulness, and these should be retired and replaced over the coming years. The program should be prepared take advantage of high-quality canoes that are offered for donation or at a low- cost, particularly prospectors which are the most versatile and most used canoes in our fleet. River-ready boats are also needed.
- Canoe gear such as throw bags, painters and floatation bags require a yearly top up of missing or damaged items. Floatation bags for river boats are often in need of fixing or replacing.

7. Revenues: What are your plans for contributing revenues to the Club's income?

- Total revenue from Canoe Courses in 2022 was \$5,235, almost twice the budgeted estimate of \$2,625.
- Revenues for next year will depend on the number of instructors available to teach. the number of courses offered and the number of registrants.

8. Community service: List your program's non-monetary contributions to the Club

The Canoe Program contributes to the Club and to the local community or the wider community of paddlers on the West Coast by:

- a) Offering basic canoe lessons to the public at a low-cost, advertised on the VCKC website;
- b) Encourage members to improve their safe paddling skills by offering advanced lakewater, moving water and ocean canoe courses.
- c) Providing workshops to improve the paddling skills of club members.
- d) Hosting the 'Running of the Cow' and 'Cowichan River Remembrance Day' events for club members and the larger community who are certified for river paddling.
- e) Allowing the use of club canoes to all members who have taken the Basic Lakewater 1 course, for use on the Gorge. In 2022, we began using Skeeda, an on-line booking platform to better meet the needs of the members. As of mid-November, there are 68 canoeists registered to use the system. Between May 1 and Nov 15, the canoes were booked 224 times, a substantial increase from 83 times in 2021. Most of the bookings were for tandem use and the overwhelmingly most popular boats were the 4 Prospectors, especially the Kevlar Clipper Prospector.
- f) Allowing the use of our canoes and equipment to our associate members who teach canoeing to children or young adults. Also, Girl Guides use VCKC instructors and canoe equipment to certify Guide Leaders.
- g) Allowing the use of canoes and equipment for training and certification of new instructors, or recertification for continuing instructors.

9. What are the limits on program growth? Is there an ideal size for your program?

The Canoe Program's focus is on teaching safe paddling. However, the number of instructors willing to teach is decreasing rapidly as they age out or suffer health problems. It is important to recruit Club members who are willing to volunteer their time to teach.

Form 2: Request for financial support

1. What do you require? By when?

Equipment renewal recommendations are as follows:

- Replace old boats as needed in a defined manner. A 20- to 30-year overall replacement plan should be adequate if the canoes are adequately stored. The program should be prepared take advantage of high-quality canoes that are offered for donation or at a low- cost, particularly river-ready boats and more prospectors that are the most versatile canoes in our fleet
- Canoe gear such as throw bags, painters and floatation bags require a yearly top up of missing or damaged items.
- Expenses for running the program including: gas for instructors who need to travel long distances to teach river or ocean courses; miscellaneous supplies like glue and patches for floatation bags; hosting the Running of the Cow weekend event which requires rental of the picnic site for the weekend (in the past years, BC Parks has allowed tent camping at the picnic site for the event as well), and ingredients to make dinner to feed about 20 people;
- A \$1000 Equipment Budget and \$1100 for Supplies/expenses will be adequate to achieve these goals.

2. What will your Program be contributing to the Club in the current year?

In addition to the many non-revenue community services that the Canoe program offers (see section 8 of the Canoe Program Plan), total revenue from Canoe Courses in 2022 was \$5,235, almost twice the budgeted

estimate of \$2,625. Revenues for next year will depend on the number of instructors available to teach, the number of courses offered and the number of registrants signing up.

Louise deMontigny – Canoe Program Director

DRAGON BOAT PROGRAM PLAN 2023

Budget requests outside of Standard Operating Budget: \$ 0.00

Total 2023 Request (approx. \$750 carry-over of remaining 2022 + Standard \$1200 \$ 2,000.00

Explanation – funds to address 10-man boat gunnel replacement

PROGRAM DESCRIPTION AND PADDLERS' ACTIVITIES

We were thrilled to hold a full Dragon Boat Paddling season in 2022, after 3 years of Covid Pandemic challenges. This season we pursued having 2 teams – a Women's Team and a Mixed-Gender Team, and brought many new members to the club and our teams through community outreach. The teams participated in 4 Festivals – FGPC Super Sprints, FGPC Nanaimo Festival, FGPC Vancouver Island Festival (Gorge Waterway), and Victoria Dragon Boat Festival (Victoria Inner Harbour). Brenda Sutton and Britt Kohn co-coached both teams. Jana Savage was trained to Steer at the start of the season by Britt and Ryan Ovens and became both team's full-time Steersperson. When Jana was unavailable for practice other team members took the role. Ryan Ovens assisted with Steering at Race Festivals until Jana felt practiced enough and ready. Ryan also provided some technical coaching.

Our goal for the season was to develop a foundational skillset, compete, and have fun. We had quite a few "newbies" registered on both teams. The teams did not place top of divisions at race festivals, but were commended for having the best team spirit and camaraderie!

Jana will be returning as full-time Steers-person for 2023. Brenda Sutton will return to coach again, and will utilize whatever support Britt Kohn, Ryan Ovens and others are able to offer (co-coaching, training etc).

With things re-opening from the Covid Pandemic, the Canada Day Dragon Boat rides / Gorge Canada Day Picnic re-started in 2022. The club took the dragonboat and big canoes to Admirals Beach for boat rides, and raised funds for the Boys and Girls Club.

PROGRAM ASSETS

Description	#	Cost/Unit	Make/Model	Year/Age	Life	Storage
Dragon Boat (20-Paddler)	1	\$20,000	Millenium	2019		Dock/outside
Dragon Boat (10-Paddler)	1	\$8,100	Champion	2012	10	Dock/outside
Dragon boat paddles (new)	10	\$50	Wood	2017	15	Inside storage
Dragon Boat Paddles (refinished)	16	\$45	Wood	2005	10	Inside Storage
Dragon boat paddles – (30 refinished)	52	\$45	Wood	1995	10	Inside Storage
Dragon boat paddles – small handmade	18	Gift	Wood	1995	30	Inside Storage
Festival Bench Seat for 6 (Foldable)	2	\$70	Amazon Special	2019	3-5	Inside Storage
Festival Paddle Rack	1			??	20	Inside Storage
Festival Race Paddles (15) and Rack (**Used – acquired in 2022)	1	\$400	High Performance	??	10	Inside Storage

			Grey Owl Wood			
Festival PFD Rack	1	Gift	Wood	2019	20	Inside Storage
Festival Clock/Info Board	1		Various	??	10	Inside Storage
Padlocks (programable codes)	3	\$30	Metal	2019	3-5	Locked to boats at dock via cable
Cables for boat locking	3		Metal w/ plastic coating	2019	10	Locked to boats at dock
Dry Bag for first aid kit in boat	1	\$30	MEC	2019		Inside Storage
First Aid Kit	1	\$30	London Drugs	2019		Inside Storage
Waterproof speaker	1	\$122	JBL Waterproof Bluetooth	2019		Inside Storage
Community Partnership - Dragon Boat (20-Paddler)	1	\$16,000	6-16	1998	25	Shoreline School

STORAGE SPACE AND MAINTENANCE REQUIREMENTS (IF RELEVANT)

The 20-man dragon boat is stored on the line this winter as the team would like to re-start practices in the early New Year 2023. Team members are taking turns watching the weather and bailing the rain out of the boat as necessary. Its hull is not painted with anti-fouling paint (as this would eliminate the potential to use it as a competition boat if needed for FGPC Festivals). We will review and discuss if we will continue with this practice, or return to use of anti-fouling paint at some point. The boat hull was not cleaned during the 6 month season, until November, and the hull had significant aquatic growth on it. Recommended to clean twice a season going forward.

The 10-paddler dragon boat is in the compound yard, under shelter for gunnel replacement project. Suggested replacement parts from Western Canoe were not deemed suitable. Currently looking at having Champion brand plastic replacements shipped from China, or have some made locally. Bon Lee has been very helpful in providing advisement on this project.

PROGRAM ENROLMENT

This 2022 year we formed 2 teams – a Women’s Team and a Mixed-Gender Team. Both teams practiced twice weekly on Tues/Thurs evenings. As the season progressed the Mixed-Gender Team had a few paddlers unable to continue with their commitment, so some of the Women’s Team members stepped in and paddled on both teams. For 2023 Season we aim to have 1 Mixed-Gender Team, which will provide for longer practices twice weekly, and a larger roster. This will make it easier to maintain a full boat for practices and festivals by combining the 2 teams back into 1.

“Respect the coach, steer, and fellow paddler” with a desire to both compete and enjoy each other’s comradery will continue to be the culture we embrace.

INSTRUCTION AND COACHING

For 2022 we were very fortunate have Brenda Sutton and Britt Kohn commit to Co-Coach our team, as a lack of qualified coaches and steers available on a volunteer basis continues to be a limiting factor. Brenda will coach again in 2023, with support from Britt and others. Jana will steer again in 2023. We will continue to draw on other team members for steering as well, so we can take both boats out at practices when numbers permit.

LIST PROGRAM RESOURCES

The most critical personnel for the program are coaches and sterns, followed closely by team management, then paddlers and volunteers. Each of these need development and renewal, some extrinsic motivation and intrinsic motivation.

EQUIPMENT RENEWAL:

The smaller 10-man Champion needs new gunnels. Continuing to work on sourcing pre-made replacements (from Champion in China, via Canadian Distributor) or having some made by local tradespersons.

PFDs & Paddles: First-time paddlers need use of club PFDs and paddles. School children also need use of club PFDs and paddles (smaller youth sizes). In 2022 we had a number of newbies join our program, so club PFDs and Paddles were well used. Many members started purchasing their own equipment by the end of our season, which shows great commitment to the sport, team and program.

VCKC appears to have sufficient PFDs, and, with the acquisition of 15 high-performance dragon boat paddles, good inventory of paddles. We could always use a few more longer paddles through (size 48-50). Club paddles were re-taped this year, and very damaged blades were removed for the rack, for a sanding down/repair project at another time.

If the Guts 'n Glory event were to be revived, it needs use of the club spare PFDs and paddles (essentially the same set the Club has for first-time paddlers, Canada Day and other community events).

Boats: The new Millenium Dragon Boat is working out very well. With repairs to the gunnels on the 10-man Champion, we look forward to using both boats next year for practices.

REVENUES:

DB Learn to Paddle workshops held at the start of the season brought in approx. \$430 club revenue. The Dragon Boat Program also, once again, brought in many new members to the club who might not otherwise have joined, so the program contributed to overall club revenue that way as well.

The Annual Guts 'n Glory race has not happened for a number of years, as dates available to consider hosting the event were either too early (not enough planning time) or late (low water levels with eel grass issues) in the season. Enrollment continues to be down in dragon boat races island-wide.

COMMUNITY SERVICE:

The Dragon Boat Program provided boat rides on 2022 Canada Day / Gorge Picnic and thereby raised funds for Big Brothers/Sisters.

Small Groups of Dragon Boat Program Members, that are medically able, continue to routinely donate blood to Canadian Blood Services.

A Group of Dragon Boat Program Members volunteered at the 2022 Victoria Pride Festival and Parade.

The 6-16 boat continues to be in Shoreline School's possession and care as part of their Big Canoe/Boat Program.

LIMITS ON PROGRAM GROWTH & IDEAL SIZE

Notes from Previous Years remain accurate and valid -

The limit around member use of the boats is organizing 20 paddlers, a stern and a coach to come out all at the same time. With our existing equipment, the club can easily accommodate more dragon boat teams.

Coaches (and their assistants) are difficult to find as the commitment is twice a week for close to six months.

Most clubs pay their coaches, thereby, indicating how valuable they are.

Experienced sterns suitable for racing in festivals are also rare. A stern must commit to their role and develop their skills over several years.

The registration fee for dragon boat festivals is about \$30 per team member per day... and the festival often requires costs for travel, accommodation, and meals. Without sponsorship, these costs are fully born by the team member. As well, equipment costs (i.e. PFD, paddle, suitable clothing and footwear) can be substantial. These costs do limit the number of people who are willing to dragon boat, especially, in remote race festivals. We will continue to explore suitable community sponsors for our team next season.

Going forward into 2023 I believe, with the coaching we currently have available, the "sweet spot" is to have 1 team, allowing for nice long twice weekly practices, and use both boats for practices when numbers permit.

Jana Savage – Dragon Boat Program Director

Kayak Planning

1. The kayak program provides water safety and Sea kayak training up to level 1 Paddle Canada. This training is one of two programs within the club that teaches advanced risk management of paddling conditions including an in-depth understanding of weather, tides, and currents. These topics are necessary, especially on Vancouver Island where conditions are unique and require an enhanced understanding of the environment is necessary to keep all paddlers safe on the ocean.
2. At this time, the club has 8 boats roughly worth between \$1500-\$2000 a piece. In total, the kayak and equipment would be \$7000-\$9000. Used older kayaks and equipment wear out and depreciate over time.
3. Plenty of storage is available for the storing of more kayaks as needed at this time. Some storage should be set aside for future kayak storage.
4. Approximately 30-40 paddlers received training in the last year with projected numbers to be higher in the future.
5. So far, we have 5-6 instructors to teach Basic and Level one sea kayaking with the possibility of expanding to level 2 at instructors' discretion. Currently, training is also taking place by instructors to teach moving water courses with kayaks outside the sea kayak stream. At this time, the club does not have any white-water kayaks. The club however is well situated to teach this because of its proximity to the Tillicum narrows underneath the Bridge to the South of the clubhouse. Monies should be made available to teach a cadre of new instructors how to teach white water kayaking which occurs traditionally in the winter which is the opposite of the Sea kayak season.
6. Presently, the condition of the sea kayaks is degraded with one kayak not able to obtain parts to be fixed and others that will soon have the same problem or already do. During the past year, it was noticed there were many students who could have been added to a class, but the club did not have enough kayaks for this to happen. As well the club's kayaks, except for one lone NDK kayak, are not maneuverable and discourage paddlers from pursuing the sport simply because success is hampered by the style and make of the kayaks. These kayaks would be more suited for trips the club puts on.

I suggest that not to overburden club finances that the club purchases new kayaks such as the NDK design that has a greater rocker and is more maneuverable to be purchased over the next two years in batches of 3-4 kayaks a year to purchase 8 more kayaks. These kayaks should last for ten years and so at year 8 of their lifespan, they should be greened out with new kayaks replacing them.

I believe that the same should be done to purchase kayaks for white water paddling. Whitewater boats are slightly cheaper than sea kayaks. This would give the club a new focus during the winter when we often hibernate until the spring with limited paddling events. Training under the bridge and on the Cowichan River would allow us to bring in members who are highly skilled in white water conditions which would increase knowledge, and so greater safety, as these paddlers move and contribute within the other programs of the club.

In total, I would expect the costs over the next 2 years to be \$7500-\$10,000 for Sea kayak greening and renewal of equipment to keep the kayak program able to function and serve the membership and \$5000 per year to establish a kayak white water kayak program. This type of program would encourage younger members to join the club and would create bridges between our club, the South Island Whitewater club and the UVIC white water club. These relationships are currently being established to promote water safety and keep up the club's white water activity with Kayaks and Canoes.

7. Revenues: The kayak program is currently bringing in between \$8000 and \$12000 for the last two years. I expect with the expansion of the Sea kayak fleet and also the start of a white-water kayak program that monetary contributions will continue and be enhanced. Membership monies are also collected from members wishing to access club sea kayak instruction.

8. Community service: The kayak program as mentioned previously provides safety and skill training programming to be able to adequately judge conditions for water safety and teaches risk management to many club members. Club members receive certification from the programs from a National organization, Paddle Canada, that they can show to vendors outside of the club as proof they are capable to rent equipment elsewhere in the world.

Many of our members also paddle with other programs such as OC6, Dragon Boat, and big canoe and participate in the Paddle for the Kids Program.

9. An ideal size for our program would be a fleet of between 12-14 sea kayaks and 6-8 white water kayaks at this time. Currently, 2 instructors can teach 12 paddlers in sea kayaking. We only have 8 kayaks so only between 6-8 paddlers can be taught depending on the body sizes of the group. Not all boats fit all paddlers.

Of note: The one maneuverable NDK kayak the club has was used at twice the rate of any other club kayak in the fleet since the booking system was initiated.

Whitewater paddling is also limited to 6 students to one instructor and all bouts do not fit all students. Currently, there is only one instructor taking white water instructor training.

Form 2: Request for financial support

I require, as mentioned above.

- \$8000-\$12000 per year Sea kayak renewal and equipment greening over 2 years.
- \$5000 per year until the fleet is purchased up to 8 kayaks and equipment.

2. We will be continuing to be providing instruction in Sea kayaking but at a lower level because one Sea kayak is currently broken and possibly cannot be repaired. Kayaks are not plentiful enough and I am currently supplementing the club kayak fleet with my own kayaks that are old but sometimes act to fill in for different students that do not fit in our current fleet. Neither of my kayaks is overly maneuverable.

Wade Martinson – Kayak Program Director

Form 1: VCKC Marathon and Small Boats Program – 2022 Program Report

Program and Paddler's activities

There were highlights and lowlights in the marathon program this year. Highlights included co-organizing “Restart the Gorge” in May together with the Outrigger Program. Participants in the marathon program also take advantage of participating in races when the opportunity arises, and several local and mainland races saw participation by VCKC paddlers.

2022 also saw the expansion of the marathon program to be inclusive of small boats, thus officially becoming the “Marathon and Small Boats Program”. This expansion includes the care, maintenance and booking for three OC1s and one OC2 (under repair). As noted below, there are plans in 2023 to purchase more used small boats for club use.



Marathon members following a memorial paddle for Norm MacDonell

The lowlight of the year was the sudden passing in July of our dear friend and fellow paddler, Norm MacDonell. A celebration of life was held on August 28 and a strong contingent of paddlers from across Vancouver Island and the mainland were there. We miss his sage advice and enthusiasm for all things paddling.



Norm MacDonell

The marathon program is a year-round program that attracts a dedicated group of experienced and skilled paddlers. At the same time, there is an on-going capacity to welcome new members, particularly those who wish to cross-train with other activities such as outrigger paddling. The program also periodically welcomes visiting paddlers from other clubs and provinces. The marathon program officially operates three times a week. The marathon program in 2022 hosted the small boat race portion of "Restart the Gorge". It is hoped that Wake Up the Gorge (WUTG) will resume in 2023.

Program assets (boats, equipment) value and condition

The marathon program has three (3) solo boats and eight (8) tandem canoes. Two of the three solo boats were donated to the club, one in 2021. Of the eight tandem canoes, six are in working order and two are in need of further assessment and repair. Regular maintenance checks are undertaken and repairs are made on an as-needed or as-possible basis. The marathon program has five paddles for club member use.

With the expansion to include small boats; repairs to the newly acquired OC1 (Hurricane) were undertaken, and it is now available for booking (online only). VCKC has also purchased two used Scorpius OC1s which will be available for use as soon as they arrive from Vancouver. The OC2 is nearing completion of critical repairs, and it too will be available when they are complete. All updates will be shared with members.

Boat storage

All the marathon boats are stored inside the clubhouse or under the deck. Outside storage would seriously damage these fragile lightweight boats and diminish their value and use. It is hoped that a dedicated small boat storage will be designated, and the Marathon and Small Boats Program will be collaborating with storage in this regard.

Program participation

The marathon program has an active email list of 24 interested paddlers, and a regular turnout of 8-12 very active and engaged members. We have seen 4-5 new paddlers join or try out the program this year. We often host visiting marathon paddlers in town from other clubs or provinces. There are currently 2-3 dedicated users of the available outriggers. It is hoped that with the expansion of the fleet, that more members will participate.

Instruction and coaching

The marathon program benefits from extensive self-instruction from highly trained and experienced paddlers. The focus is on real-time on-water instruction.

Equipment renewal

The marathon program has enough equipment to introduce new members to the program. The condition of most of the boats is serviceable and most repairs are feasible and do not warrant a new boat purchase. Like many boats, used marathon boats are not readily available, but the market is monitored in case any boats do come available, in which case, one more single marathon canoe would be appropriate. It is also likely that one existing marathon canoe that receives little or no use will be sold.

Thus we are actively working to purchase one more used single marathon canoe, two used OC1s like the two yellow ones we have in the compound; and one used OC2, compatible with the existing OC2.

The marathon program will raise funds through WUTG and hope to host a dedicated small boat race in 2023.

Community service

The marathon program participates in organized club-wide and fund-raising events for the public; we work with other programs to host Restart the Gorge or WUTG.

Form 2: Request for Financial Support

It is important that the small boat program expand to include at least six boats. The marathon and small boat program requests \$1,500 for equipment maintenance and \$10,500 for equipment purchases, if they become available during 2023:

Equipment:

- One used OC2 (\$3,000)
- Two used OC1s (\$6,000)
- One used marathon solo canoe (\$1,500)

Total equipment request: \$10,500

Maintenance:

Total maintenance request: \$1,500

Contribution to the club:

Contributions to the club will be in the form of registration revenue from marathon sponsored or co-sponsored events.

Peter Elson – Marathon and small Boats Director

VCKC Storage 2023 Budget Request

Compound Fence

Four to five 4x4 posts of the compound fence need to be replaced as they have rotted off at the bases. Expect that a few more will be found. Estimate allows for other misc. wood cross pieces, u nails and ¾" crushed rock to secure posts in ground.

Estimate: \$400

Day Use Locker Leveling

Metal day use lockers are now all grouped together on the outside wall of the clubhouse. They are fairly level but could benefit from a custom made base to account for the uneven basement floor. Requires basic 2x4 or 2x6 lumber and wood screws.

Estimate: \$150

Upstairs Bedroom Locker Replacement

Suggesting that we start to replace the lockers in the upstairs bedroom with metal racking (77"W x 24"D x 72"T) and 102L totes. One of these racks can hold 12 totes.

Estimate one rack, 12 totes: \$600

Estimate two racks, 24 totes: \$1200

Voyageur & SUP Program Lockers

Custom built plywood lockers that meet the needs of these programs. Plywood, leveling feet, hinges, locking hasp, hooks, paint and screws.

Estimate: \$800

Program Locker Customizations

New program lockers require customization such as storage hooks and storage boxes for small items.

Estimate: \$250

Gord Evans – Storage Director

VCKC Technical Services - 2023 Projected Costs

OPERATING EXPENSES	Budget 2022	Actual 2022	Budget 2023	Assumptions & Notes
First Data Fees	\$1,500	\$1,593	\$1,753	10% increase; Bank charges not included;
Technical Services				
Website: Wild Apricot	\$2,980	\$2,751	\$2,873	Wild Apricot pricing US\$\$ - monthly – annual cost – CDN @\$1.40 Pay Monthly – US\$190 – US\$2,280 – CDN\$3,192 Pay Annually – US\$171 – US\$2,052 – CDN\$2,873
Booking: Skedda	\$1,200	\$1,080	\$1,200	Cost is based on number of watercraft in system; 17% discount for annual payment; Retroactive adjustments each year for changes during year
Phone & Internet: Shaw	\$1,680	\$1,613	\$1,759	Shaw phone/internet @ \$146.61 per month
Domain Registration	\$30	\$21	\$21	GoDaddy. Primary *@vckc.ca email managed in GoDaddy. Redirects to Wild Apricot for website hosting and WA mail. \$20/yr + GST
Google Workspace	\$200	0	\$200	Business Standard: \$188/yr + GST
Total First Data Fees and Technical Services		\$7,058	\$7,806	

Arthur Caldicott - Webmaster

Separate Attachments

VCKC 2022 Budget

Coming prior to AGM – VCKC 2022 Reviewed Financials Report