

## **BIATHLON ONTARIO**

**Annual General Meeting  
Saturday, May 30, 2009 at 10:00 a.m.  
Ken Bahnuk Lounge, Ben Avery Building  
Laurentian University  
Sudbury, Ontario  
May 30, 2009**

In attendance:

Members

Tom Endleman  
Marian Endleman  
Alexis Parr  
Colin Edwards  
Jim Miller  
Tim Hurley  
Jeff Watts  
Ari Niemi  
Chris Skelton  
Allen Burse  
Marilyn Gravelle  
Ildiko Hynes

Guests

Kelsey Collins (for Walden Biathlon)  
Russ Mater  
Scott Davie  
Peter Westlake (for Cadets)  
Brendan Bulger (for Biathlon Canada)

### **1. Call to Order**

The President, Tom Endleman, called the meeting to order at 10:10 a.m.

### **2. Introduction of Biathlon Ontario Board of Directors**

President – Tom Endleman  
Treasurer – Marian Endleman  
Vice President – Technical - Tim Hurley  
Chair of Membership Committee – Alexis Parr  
Secretary – Ildiko Hynes

### **3. Accreditation of Votes, including all proxies**

Membership status of attendees was confirmed. 2 proxies were received.

### **4. Adoption of the Agenda**

Presented by Tom Endleman

Motion – that the Agenda be adopted as presented.

Moved by: Alexis Parr

Seconded: Marian Endleman

**CARRIED**

## **5. President's Opening Remarks**

The President, Tom Endleman, welcomed all to the meeting. He thanked Brendan Bulger, the Treasurer of Biathlon Canada, and Peter Westlake from Cadets for coming to the meeting. He stated that we held a very successful Ontario Championship this year in Sault Ste. Marie, with the help of the Algoma Gun Club. This has been a very busy year, fulfilling the administrative requirements of the Ministry of Health Promotion, namely establishing specific policies and procedures, and revamping our organizational structure to enhance our effectiveness. He thanked all of our volunteers at both the Club and the Provincial level who help to promote our sport.

## **6. Notice of Annual General Meeting**

The President stated that the notice of the AGM was published in accordance with the by-laws of Biathlon Ontario by notification posted on the Biathlon Ontario website 3 months prior to the meeting.

## **7. Acceptance of the Minutes of the April 26, 2008 Annual General Meeting**

**Motion** – That the minutes of the April 26, 2008 Annual General Meeting be accepted as presented (also posted on the Biathlon Ontario website)

Moved by: Marian Endleman

Seconded: Tim Hurley

CARRIED

## **8. Acceptance of the Financial Review Report for the year ended April 30, 2008**

**Motion** – That the Financial Review Report for the year ended April 30, 2008, prepared by Freeland, Caldwell, Reilly, LLP be accepted as presented by Marian Endleman. (attachment 1)

Moved by: Marian Endleman

Seconded: Ildiko Hynes

CARRIED

Questions raised regarding the Ontario Winter Games include Tim Hurley asking, if we don't bring 30 athletes, are we still charged for 30? Jim Miller has said yes.

## **9. Sanction of Actions and Decisions by the Board of Directors**

Sanctioned by Consensus of those members attending

## **10. Reports of the Executive, Committees, Clubs and Coaches:**

### **Report from the President – Tom Endleman** (see attachment 2)

Thanked the Board for their support; understood that members were burnt out; commented on the large size of the current board and the difficulties related to working with a large board; Tom created a web Board Forum for electronic meetings, discussions and voting on motions; Tom suggested, as discussed at our June meeting with our Sport Liaison from MHP, we need to change to an organizational structure that would make the board more effective as well as separate the club interests from those of Biathlon Ontario; we need to smooth out the surges of activity and interest that appear leading up to the Canada Winter Games to maintain a consistent program. A Strategic Planning Session was held in September to put this plan in place, to make a better organization that would be more effective; review and set policies in place that did not exist; web site - is our image! Develop and maintain a website to include all policies, documents

and results; the 2009/2010 challenge will be recruitment, both athletes and coaches; recruitment of sponsors - we get the second least amount of money of any sport in Ontario.

Motion – that the report of the President be accepted as presented.

Moved by: Alexis Parr

Seconded: Ildiko Hynes

CARRIED

**Technical Report - Tim Hurley** (see attachment 3)

Race Hosting – We have a lack of qualified officials to run Biathlon races in Ontario; need more qualified officials to host races; we need a Chief of Competition if there is no technical delegate available; Ontario Winter Games and Canadian Nationals will be at the same time next March; 4-7th; if we do not send 30 athletes to OWG we may not have biathlon in 2012 OWG;

High Performance Program - Ontario does not offer a High Performance Program; we run a program that is a provincial program that sends athletes to Nationals; change High Performance Committee to Athlete development;

Canadian Nationals – Valcartier, Quebec

Relay races should disappear;

Ontario Winter Games – athletes are usually a minimum 11 - 12 years old; Jim Miller suggests expanding age span for Ontario Winter Games, specify 11-16; Marian indicated that allowing younger ages does not fit with the Long Term Athlete Development Plan; it needs to be discussed with the coaches.

Motion – that the report of the Vice-President Technical be accepted as presented.

Moved by: Alexis Parr

Seconded: Marian Endleman

CARRIED

**Treasurer's Report - Marian Endleman** (see attachment 4 & 4a)

There is some question as to whether the Base Funding will be reduced; same total amount is available - however more organizations can apply; hopefully all of the organizational and administrative work that has been done including the work on the policies will help us get the base funding; they will not necessarily look at just athlete numbers; they will look at athlete development which is very important to Sport Ontario; the province wants to see active participation in the community- Sport for Life Program.

Motion – that the report of the Treasurer be accepted as presented.

Moved by: Alexis Parr

Seconded: Chris Skelton

CARRIED

**Membership Report - Alexis Parr** (see attachment 5)

Alexis indicated that she does not have an accurate list from previous years to see if we have gone up or down; when she compares our membership numbers to cross country skiing, our numbers are very small; we need to work on that; need to register more members in Biathlon Ontario; need to get people to try the sport; it is difficult to figure out at club races if the members have paid their fees;

Marian has indicated we went from 57 to 51 athletes and in officials 12 to 11. Marian has indicated when parents are helping out, they need to be members, especially for insurance issues; new membership year starts September 1, 2009; if you go to a training camp in September you need to have your new membership; Club membership costs asked by Ari Niemi; member can ski for club or Biathlon Ontario; data base and reporting requirements to Biathlon Canada do not break down the categories to a finite level - they are very general- especially when they are

broken down for Senior-aged athletes; Tom suggested talking to Graham Lindsay to fix program; would like a software change.

Motion – that the report of the Membership Committee be accepted as presented.

Moved by: Tim Hurley

Seconded: Marian Endleman

CARRIED

### **Ontario Winter Games 2010 - Kelly Dory absent, presented by Jim Miller**

(see attachment 6)

Ontario Winter Games to be held at Red Leaves Resort in Muskoka.

Issues presented by Jim Miller are that the course is difficult to prepare and the resort costly for families and volunteers; there is no volunteer infrastructure in the area; the Rock Golf Club is where they are putting the Biathlon; Jim has indicated that it will take at least a week to prepare the course; not participating in the games is not an option; Tim Hurley asked Peter Westlake for the Cadets to support the Ontario Winter Games; will notify the Cadet units and try to fit it into their race schedule.

Motion – that the report of the Ontario Winter Games Committee be accepted as presented.

Moved by: Alexis Parr

Seconded: Jeff Watts

CARRIED

### **Equipment Report – by Marian Endleman (see attachment 7)**

Don Sutton has resigned from the board; Marian Endleman has updated comprehensive list of equipment owned by BION.

Motion – that the Equipment Report be accepted as presented.

Moved by: Tim Hurley

Seconded: Ildiko Hynes

CARRIED

### **Athlete Rep - Kasey Van Scoy unable to attend.**

**No report**

### **Coaches Report - Michelle Armitage**

**No report**

*Other Comments:* Jim Miller - indicated the need for more certified coaches; Jim is asking whether the head coach is required to mentor other coaches; Tim has indicated that the coaches are paid on a hire per event basis; however when they are available, they are willing to assist; Jim is also asking if the coaches will travel to the clubs - even if they do not have a range; this may not happen but they would like to use Highlands for the Level 2 ski clinic; also, the issue that the certification is not only something that you have on paper; (Tim)

## **CLUBS REPORTS -**

### **Soo Finnish Biathlon Club- Colin Edwards**

At Sept 1 the club had - 4 athletes in 22, 2 athletes in air rifle, 10 cadets; will try and arrange with the junior cross country race team to find more athletes interested in biathlon; there are 122 jack rabbit skiers in the program 10 years and younger; will look at the female athletes who are large group of program; concern for 22 biathlon – firearms officer visited the range and looked at the berms ( need a right hand berm - cost \$15,000) and metal sheet for containment of bullets; Biathlon training ongoing from Sept 1 to June 14<sup>th</sup> (this year) ; tried to arrange for senior biathlon athletes to train with XC Junior Development team; hoping that this will happen this

year; Tim asked if they would like to host the provincial championships again - will find out at the first SFNC meeting in September; this past year, Soo Finnish Nordic did not realize that our championships were not cadets races. Hopefully this will change; after Jack Rabbits is over, the kids do not know where to go, biathlon gives them an expanded interest; Colin is starting to rebuild; The issue is not money; they can afford to pay a coach;

**Blind River - Michelle Menard** (see attachment 8)

Great season; over 100% increase, mostly boys, very few girls; after school XC program has brought kids to the biathlon program; new race suits and good results of athletes has improved visibility of biathlon in Blind River area; happy with Ontario Winter Games and Ontario Cup races; 4 senior athletes, working with 7-8 junior athletes; one more year with senior athletes before they head off to university; training started in mid October; the senior athletes are bringing some of the cadets to the sport; need more air rifles, Tim has a daisy air rifle that has been repaired; Tim pointed out that Biathlon Canada is coming out with a new grant program for equipment for Biathlon Bears programs.

**Chelsea Nordiq Biathlon Club**

No report

Gaeten Brosseau is the new representative for Chelsea Nordiq.

**Highlands Nordic – Jim Miller**

Highlands has seen a drop in athlete participation; there were some technical difficulties in holding the Ontario Cup Race- need training in Biathlon in a Box, and more officials; race was held during exam period and as result attendance was low; Jim also felt that because it was a one day race, less athletes were inclined to travel the distance; has had athletes training with the Nordic program; senior Jack Rabbit (Track Attack) skiers participated in the biathlon program but could not pump the rifle- pointed out the need for upper body strength; Hosting policy is helpful and makes things easier when planning a race; Highlands is trying to develop a 22 range, need approval first from the Niagara Escarpment Commission – long-term process; plan to hold a summer “air” race in mid-September.

**Lappe Biathlon Club –**

No report. Changing name to Lake Superior Biathlon Club to better reflect area served.

**Walden club – represented by Kelsey Collins.** (see attachment 9)

Kelsey thanked their parent club, Walden Cross Country Fitness Club, for its support and help with programs and races. Athletes train as part of WXCFC Junior Development program. Marian Endleman indicated that the firearms course arranged by the Walden Club was extremely well received; expressed the success of having a firearm course offered by a biathlon Club for their athletes and parents wanting to move to 22; Tim - asked Kelsey to ask Alvin if they wanted a class room officials course; she indicated that it would be a good idea; also need Level 2 and Gold Coach courses.

Motion – that the reports of the Member Clubs be accepted as presented.

Moved by: Jeff Watts

Seconded: Ildiko Hynes

CARRIED

## **11. Motions re Amendments to Biathlon Ontario By-Laws** (see attachment 10 )

### **By-Law Amendments #1 (Housekeeping Changes)**

That the amendments to the Bylaws of Biathlon Ontario be amended as recommended and approved by the Board of Directors; (see attached -changes high lighted)

Moved by: Alexis Parr

Seconded: Tim Hurley

CARRIED

### **By-Law Amendments #2 (Membership Categories changes)**

That the amendments to the Bylaws of Biathlon Ontario be amended as recommended and approved by the Board of Directors. (see attachment)

Moved by: Marian Endleman

Seconded: Ildiko Hynes

CARRIED

### **By-Law Amendments #3 (Board and Executive Structure Changes) (see attachment & organization charts)**

That the amendments to the Bylaws of Biathlon Ontario be amended as recommended and approved by the Board of Directors. (see attached – changes highlighted).

Marian reviewed the suggested changes; Jim Miller has indicated he is concerned from a club basis that their voice will not be heard; issue is the size of the board; new structure would go from 17 to 8; Chris Skelton indicates that it might be harder for the clubs to serve their athletes; Tom indicates that the clubs will deal with the various functions; Marian indicates that the clubs may look after their own interests; Brendan indicated that this is a structure that shows the functions however it is a structure that you may have to grow into; also who drives the process; planning , etc.. Jeff asked does a provincial athlete have to belong to a club - NO;

Moved by: Alexis Parr

Seconded: Chris Skelton

CARRIED

## **12. Appointment of Auditor**

### **Appointment of Auditor - 2009**

That Biathlon Ontario retain the current auditors, Freeland Caldwell Reilly LLP for the year ended April 30, 2009.

Moved by: Alexis Parr

Seconded: Allen Bursey

CARRIED

### **Appointment of Auditor – 2010**

That Biathlon Ontario retain the current auditors, Freeland Caldwell Reilly LLP for the upcoming year ending April 30, 2010.

Moved by Allen Bursey

Seconded: Chris Skelton

CARRIED

## **13. Appointment of Scrutineers for Election of Officers**

All agreed that we do not need a scrutineer for the Election of Officers;

#### **14. Election of Officers (as defined by amended By-Laws)**

##### **New Board Structure–**

##### **Nominated & Seconded by**

##### ***2 year term***

Vice President of Administration	Ildiko Hynes	Jeff Watts/ Chris Skelton
Vice President of Finance	Marian Endleman	Chris Skelton/Ildiko Hynes
Vice President of Competition	Jason Higgins	Tim Hurley/ Jeff Watts
Vice President of Communications	Open	

##### ***1 year term***

President	Tom Endleman	Alexis Parr/Jeff Watts
Vice President of Technical	Tim Hurley	Alexis Parr/ Ildiko Hynes
Vice President Member / club Relations	Alexis Parr	Tom Endleman/Chris Skelton

#### **15. Other Business:**

Jim asked about the private members bill regarding police checks; Marian recommends a review every three years;

#### **16. Adjournment**

Motion - That the Annual General Meeting of Biathlon Ontario be adjourned at 5:00 p.m.

Moved by: Tim Hurley                      Seconded: Alexis Parr                      CARRIED

#### ***Attachments included:***

- 1 - Financial Statements 2008
- 2 - Presidents Report
- 3 - VP Technical Report
- 4 - Treasurer's Report
- 4a - Financial Statements 2009
- 5 - Membership Report
- 6 - Ontario Winter Games Report
- 7 - Equipment List
- 8 - Blind River Biathlon Club Report
- 9 - Walden Biathlon Club Report
- 10 - Bylaw Amendment Motions
- 11 – Proposed Amended By-Laws for Approval May 30, 2009
- 12a - Organizational Chart – pre-AGM
- 12b - Organizational Chart – post-AGM

**Biathlon Ontario**  
(A not-for-profit organization incorporated without share capital)

**Financial Statements**  
(unaudited)

**Year ended April 30, 2008**





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**REVIEW ENGAGEMENT REPORT**

To: The Directors of  
**Biathlon Ontario**

We have reviewed the statement of financial position of **Biathlon Ontario** as at **April 30, 2008** and the statements of operations and changes in net assets, and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the organization.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

**FREELANDT CALDWELL REILLY LLP**

*Freelandt Caldwell Reilly LLP*

Chartered Accountants  
Licensed Public Accountants

Sudbury, Ontario  
November 7, 2008

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**Biathlon Ontario****Statement of Financial Position****April 30, 2008, with comparative figures for 2007****(unaudited)**

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	2008	2007
<b>Assets</b>		
<b>Current assets</b>		
Cash	\$ 11,206	\$ 15,950
Accounts receivable	2,999	1,836
Prepaid expenses	512	-
	<b>\$ 14,717</b>	<b>\$ 17,786</b>
<b>Liabilities and net assets</b>		
<b>Current liabilities</b>		
Accounts payable and accrued liabilities	\$ 2,140	\$ 4,675
Deferred revenue	2,000	2,000
	<b>4,140</b>	<b>6,675</b>
<b>Net assets</b>		
Unrestricted	10,577	11,111
	<b>\$ 14,717</b>	<b>\$ 17,786</b>

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## Biathlon Ontario

### Statement of Operations and Changes in Net Assets

Year ended April 30, 2008, with comparative figures for 2007

(unaudited)

	2008	2007
<b>Revenue</b>		
Grants (note 3)	\$ 11,613	\$ 23,750
Training programs and camps cost recovery fees from athletes	4,426	12,241
Membership fees (note 4)	1,675	2,070
Donations	-	10,000
Other revenue (note 5)	4,428	2,370
	22,142	50,431
<b>Expenditures</b>		
Racing support (note 6)	10,675	15,683
Training programs and camps	4,472	19,217
Professional fees	2,000	1,272
Office, general and other	1,604	1,449
Biathlon in a Box software upgrades	1,300	-
Equipment purchases, repairs and maintenance	1,043	95
Biathlon Canada insurance and other fees	977	1,061
Coaches training	505	3,010
Awards	100	-
Team uniforms	-	406
	22,676	42,193
<b>Excess (deficiency) of revenue over expenditures</b>	(534)	8,238
<b>Unrestricted net assets, beginning of year</b>	11,111	2,873
<b>Unrestricted net assets, end of year</b>	\$ 10,577	\$ 11,111

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**Biathlon Ontario****Cash Flows Statement****Year ended April 30, 2008, with comparative figures for 2007****(unaudited)**

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	2008	2007
<b>Cash flows from operating activities</b>		
Excess (deficiency) of revenue over expenditures	\$ (534)	\$ 8,238
Change in non-cash working capital items		
Accounts receivable	(1,163)	(1,836)
Prepaid expenses	(512)	-
Accounts payable and accrued liabilities	(2,535)	4,675
Deferred revenue	-	2,000
<b>Increase (decrease) in cash</b>	<b>(4,744)</b>	<b>13,077</b>
<b>Cash, beginning of year</b>	<b>15,950</b>	<b>2,873</b>
<b>Cash, end of year</b>	<b>\$ 11,206</b>	<b>\$ 15,950</b>

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# **Biathlon Ontario**

## **Notes to the Financial Statements**

**April 30, 2008**

**(unaudited)**

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### **1. Nature of operations**

Biathlon Ontario is a not-for-profit organization incorporated without share capital under the Canada Corporations Act on September 4, 1990 and as such is exempt from income taxes under the Income Tax Act. The organization's purpose is to promote, develop, and maintain all aspects of winter and summer biathlon in Ontario.

### **2. Significant accounting policies**

These financial statements are prepared in accordance with Canadian generally accepted accounting principles applicable to not-for-profit organizations. The significant policies are detailed as follows:

#### **(a) Basis of accounting**

Revenues and expenditures are recorded on the accrual basis whereby, amounts are reflected in the accounts in the period in which they have been earned or incurred.

#### **(b) Capital assets**

In common with many smaller not-for-profit organizations, the organization expenses its capital assets in the year of acquisition.

During the current year, capital expenditures included in operations totaled nil (2007 - nil).

#### **(c) Revenue recognition**

The organization follows the deferral method of accounting for contributions. Funds externally restricted under terms of applicable funding agreements are recognized as revenue in the year to which they relate. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

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**Biathlon Ontario****Notes to the Financial Statements****April 30, 2008****(unaudited)**

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**(d) Donated goods and services**

Donated capital assets are recorded at fair value when received.

Donated materials and services which would otherwise be paid for by the organization are recorded at fair value when fair value can be determined.

Volunteers contribute a significant amount of time to assist the organization in carrying out its fundraising activities. Due to the difficulty of determining their fair value, they are not recognized in these financial statements.

**(e) Deferred revenue**

The unexpended portion of grants received for specific purposes are recorded in the accounts as deferred revenue.

Deferred revenue at the organizations year end is comprised of unearned grant revenue of the Quest for Gold Enhanced Coaching Performance program.

**(f) Use of estimates**

The preparation of the financial statements in conformity with Canadian generally accepted accounting principals requires management to make estimates and assumptions that effect the reported amounts of certain assets and liabilities at the date of the financial statements and reported amounts of certain revenues and expenditures during the reporting period. By their nature, these estimates are subject to measurement uncertainty. The effect of changes in such estimates on the financial statements in future periods could be significant. The account specifically affected by estimates in these financial statements is deferred revenue.

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## Biathlon Ontario

### Notes to the Financial Statements

April 30, 2008

(unaudited)

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#### 3. Grants

Grants consist of the following items:

	2008	2007
Government of Ontario:		
- Base Funding	\$ 6,613	\$ 5,750
- Quest 4 Gold - Enhanced Coaching Performance Program	-	10,000
- Training Program Partnership Program	-	8,000
Coaches Association of Ontario	5,000	-
	<u>\$ 11,613</u>	<u>\$ 23,750</u>

#### 4. Membership fees

Net membership fees include gross charges to members totalling \$6,510 less the portion remitted to Biathlon Canada of \$4,835.

#### 5. Other revenues

Other revenues consist of the following items:

	2008	2007
Biathlon in a box license fees	\$ 1,105	\$ 199
Fundraising, net of direct expenses	339	171
Equipment sales and rentals	225	1,800
Miscellaneous	2,759	200
	<u>\$ 4,428</u>	<u>\$ 2,370</u>

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**Biathlon Ontario****Notes to the Financial Statements****April 30, 2008****(unaudited)**

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**6. Racing support expenditures**

Racing support expenditures are presented as total direct costs, net of cost recovery charges to athletes, and are comprised of the following activities:

	Canada Winter Games	Ontario Winter Games	Wax Supplies	Races	National Championships	Total
Gross direct costs	\$ 620	3,398	1,068	4,692	8,259	\$ 18,037
Costs recovered from athletes	-	(2,132)	(655)	(4,575)	-	(7,362)
Net expenditure	\$ 620	1,266	413	117	8,259	\$ 10,675

**7. Financial instruments**

The organization's financial instruments consist of cash, accounts receivable, and accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that the organization is not exposed to significant interest, currency, or credit risks and the fair value of these items are not materially different than their carrying values as presented in the accompanying financial statements.

**8. Comparative figures**

Financial statements for the year ended April 30, 2007 were compiled by management and were neither audited nor reviewed and are presented for comparative purposes only.



## President's Report for the 2009 Annual General Meeting of Biathlon Ontario

I would like to thank all the members of the Board and Biathlon Ontario who put in the time and effort to keep this organization going and support our athletes. Biathlon Ontario, like all of the relatively small provincial sports organizations, is essentially run by volunteers - even the Coaches who are paid for specific events or programs put in a lot of time as volunteers.

This heavy volunteer effort is however, both a strength and a weakness for us. I noticed there were indications of burn-out with many of the people who have been around awhile - they were trying to do too much, quite often on their own. This told me that we had to somehow try to "*work smarter, not harder TOGETHER*".

It appeared to me that we should be better organized to handle our business, whether it was getting athletes trained and out to competitions or handling the day-to-day paperwork (and the necessary long-term government paperwork) to get the training done and let them compete.

Board Meetings for discussions and voting have been a perennial issue. Having up to 17 members on the Board makes it very difficult to arrange a teleconference call for a Board meeting and does not give anyone much time to make their points or debate issues. Physical meetings of the Board, with everyone spread all over the province are a major problem in both scheduling and costs. Having discussions and voting by email solves the scheduling and travel costs problem but means that our email inboxes are constantly full. One discussion with all commenting twice means there would be 34 emails.

After looking at the mechanism of Forums on the web, I realized that we could create a Biathlon Ontario Board Forum site to enable discussions, electronic meetings, and Motions and Voting on issues on an ongoing basis without burning up the phone lines or exploding inboxes. It has allowed the entire Board to be at every "meeting" and comment on every discussion and vote on every Motion as they wish. It also serves as a repository, separate from the website for various Board-only documents and records. While not being as satisfying as a personal meeting or telephone call, and not completely eliminating the onslaught of email, it has served us reasonably well this first year.

In the meeting of June 28, 2008, with Barbara Lyon Stewart (our Ministry of Health Promotion representative) she emphasized, amongst other things, that we needed to change our organizational structure, get away from the peaks and valleys of activity associated with the Canada Winter Games schedule, and separate the Clubs business from the Biathlon Ontario Provincial business.

To move forward with the organization rebuild, we held a Strategic Planning Meeting in Sault Ste. Marie moderated by Barbara Lyon-Stewart on September 27<sup>th</sup> and 28<sup>th</sup>. Out of this session came a plan identifying various priorities, tasks assigned under those priorities and a time frame for completing these tasks. Also out of this session, it was seen that the existing Board structure due to sheer size and make-up was not very efficient or effective in getting things done and a new Board structure was proposed. This new structure was to be eased into place through the year and made active through Bylaw changes to be brought forward to the next AGM. Those Bylaw changes are being brought forward today, at our Annual General Meeting.

Another aspect of our organization that was discussed in these sessions was the lack of Biathlon Ontario Policies, Rules and guiding Documents with regard to our finances, safety and critical organizational processes. This lack was also made apparent in dealings with regard to the Quest for Gold funding and made even more apparent while looking at other provincial and national organizations.

During the course of the year, in preparation for the Quest for Gold Applications, local camps and races, the Ontario Championships and our Base Funding Application, we built or rebuilt our Hosting Policy, Athlete Agreements, Athlete Selection Policy, Participant Waivers, Range Safety Rules, and Financial and Risk Management Policies (amongst others). Having these types of documents in place will allow us to manage our business more effectively by letting everyone in the organization know exactly what we are

doing, and why we are doing it. The Policies also show the funding agencies that we have a solid organizational structure capable of managing the money and programs that we are applying for.

As the Policies, Agreements and Forms were discussed and passed by the Board, they were then posted on the website in the general Biathlon Ontario Documents area as well as the Athlete, Coaches or Officials areas for all the interested parties to see. This is keeping our documentation visible within the organization and for all others (most notably the Ministry of Health Promotion). In my other job as Webmaster I have been working hard to organize and add components to the website so that it is functional as a home base for our members and informative and interesting for all who visit the site.

To summarize my view of this past year, my emphasis has been on administration and reorganization to enable us to move forward without having to invent or reinvent wheels every time we want to do something. I believe we now have much better processes and documentation to help us in our endeavours. As for the coming year and the more distant future, we need to institute an ongoing review process for all of our policies and documents so that they are kept current and relevant.

Separate from the past year's work, the primary emphasis for the future must be on aspects of recruitment.

> Firstly, we need to recruit new athletes from the ski clubs and the Cadets - particularly females in time for the Ontario Winter Games.

> Secondly we need to recruit coaches and officials by reaching out to those dozens who were on our rolls in the past and more dozens who are in the Cadet organization but are not currently members of Biathlon Ontario. We must also build coaches and officials from our existing athletes, supporters and parents.

> Thirdly, we must recruit sponsors and funding, not only from the programs from the Ministry of Health Promotion, Biathlon Canada and the Coaches Associations but from non-government sources at the athlete, local Club and Biathlon Ontario provincial levels. To do this, we need to work up standard and customizable forms, letters, posters, and other methods of solicitation and Public Relations useable and adaptable at the different levels. In other words, we must develop an organized campaign for funding and recruitment.

> Finally, we need to keep working on recruiting ski clubs to work with us to build new biathlon ranges. We must have the ability to train and compete at facilities that have properly equipped .22 ranges AND competitive ski trails. The good news at this time, is that there are interested organizations at Duntroon, Nipigon and Onaping. Hopefully in the coming years, we will be able to have the Ontario Championships (or even a NorAm Cup!) at any of the three.

To conclude, it has been a long, but productive year for the organization. From the athlete aspect (which is the point of what we do), we had three OCup races, we held an Ontario Championship for the first time in many years, sent a lot of people to NorAm Cups and trial races, had two athletes at FISU (International University Games) and fielded a very successful team at the National Championships - coming home with two medals - also for the first time in many years. We have received compliments from the other provinces on the strong showings and the very positive progress that Biathlon Ontario has made this year. From every point of view, we are moving in the right direction. Let's keep up the good work!

Tom Endleman,  
President, Biathlon Ontario

## **VP Technical Report**

29 May, 2009

### **General**

Overall a very busy year in 2008/09. I want to thank the volunteers and the Board for all their support during the past 12 months. The main focus of this report is Race Hosting, Ontario Winter Games and Athlete Development as these are the key areas that require improvement and Executive attention.

### **BION Races**

I want to thank all the clubs for hosting a race last season, however we did not host any race in total compliance with the BION hosting policy including the Provincial Championship. The major reason is lack of qualified officials recruited to support the races and in fact the number of qualified officials that are members of BION are not sufficient to support any race in Ontario at this time. According to Biathlon Canada only 1 new official from BION registered in the past year following numerous communications to Club Rep's and membership. I'm confident that the proposed executive position "VP Competition", with some concentrated effort, will be able to improve this situation by recruiting qualified officials trained within the Cadet organization to join BION and gain experience at BION events. Also I recommend an amendment to the BION Hosting policy that requires Chief's of Competitions, when a TD is not required, to file a race report within 7 days of the event. The host application must be completed and approved by President of BION as dictated in the policy. BION races for 2009/2010 will be a major discussion point for the new executive. Due to the Olympics in February and Ontario Winter Games and Nationals the same week in March, we are in a compressed schedule this coming race season. See Annex 1.

### **Ontario Winter Games**

2010 is a critical year for BION to meet all commitments of the Technical Package and Competition Agreement for OWG. The games are scheduled for 4-7 Mar 2010 in Muskoa, same week as CDN Nationals in Canmore. A date change request was submitted and denied, so the major challenge is to get 30 athletes to this event or we cannot even apply for 2012 OWG's. Suggest a major athlete recruitment campaign with XC Clubs and Cadets Units. I will also recommend to the OWG committee a request to the addition of Pre-Junior category to the Technical Package. Requirements to add this category have been supplied by GOC.

### **Athlete Development**

To be clear BION does not have or provide a High Performance Program. We are simply operating and providing a competitive program by offering qualified coaches to support athletes at races/training camps and selecting a Provincial Team to attend Nationals. With new coaches we are building on our competitive program by offering training plans and athlete testing this year. I will be working with the coaches to put together a training camp schedule for the summer and fall so athlete skills can be assessed and progression monitored and improved. Athletes are encouraged to access the highest level of ski coaching they can find in their local area and use local ranges/gun Clubs to increase shooting skills. Although we have increased participation at the .22 competition level, in general, most of these athletes are raw talent with excellent potential; however they require significant skills development to compete with National race times in all categories. To gain podium athletes must be within 3% of ski time and 3-4 % of shooting percentage. The overall shooting percentage for Sr. Boys/Girls was approx 52% at Nationals. This indicates lack of following the LTAD, no

registered Bears Programs and lack of higher level coaching at Clubs to properly train athletes. In Clubs that do not have access to a range we also need a proper Biathlon air rifles (such as the Feinwerkbau or Styr Compressed air rifle) to replace the Daisy so that Biathlon shooting can begin to be taught at age 12. Also Alberta is 30% training hours above Long Term Athlete Development for Sr. Boys and Girls. Biathlon Canada plans an amendment to the LTAD

I will be putting forward a Motion to create a new standing committee, "Athlete Development Committee" whose major mandate will be team selection and criteria for Ontario Winter Games, Canada Winter Games, Provincial Team and Quest For Gold and to also plan race support and annual training camp schedule. Chelsea Nordique are planning to offer a HP Program in 2-3 years, depending on club growth and funding for a part time Biathlon Coach.

## **Coaches**

New coaches Kris Herbert and Michelle Armitage were selected to coach at Nationals and also coached NorAm #4 LaPatrie and Quebec Cup #4 Valcartier. Jamie Kaillo, due to a new teaching job cut back his support substantially however will continue as a Learning Facilitator. He was able to be at Nationals on the final weekend.

Two Level II courses are being offered this summer in Sudbury June 20/21<sup>st</sup> and Ottawa Aug 29/30. Coach support at races is always and will continue to be an issue as all current coaches have full time jobs and Kris Herbert has been accepted into teachers college and will unlikely be available for Nationals or even weekends races this year.

France Hurley supported .22 and air rifle athletes at Quebec Cup #1 and air rifle athletes at Quebec Cup #2 and #4 on a volunteer basis. She also assisted the Nationals Team coaching staff and supported the athletes.

No Provincial Team coaches supported Ontario Championships in Sault St. Marie, special thanks to the Club coaches who supported athletes at this race.

## **Officials**

As previously mentioned officials numbers are very low. Clubs are asked if they would prefer the entry Level classroom training verses the on-line training, however there will be costs associated with conducting class room training. Central Region Cadets may have a few spots for BION qualified officials to attend AD course date TBD

## **Quest for Gold**

Currently Biathlon Ontario has been allotted 4 full cards male and 4 full cards female. Selection committee carded the following athletes in 2008/09 funding Cycle 1.

**Full Cards approx \$7200.00 paid and received in 2 installments:**

Alex Dumond  
Kasey Van Scoy  
Alicia Hurley

### **Half cards to Development Athletes approx \$3600.00**

Hannah Watts  
 Stephanie St. Denis  
 Ian Campbell  
 Travis Parr

3 full cards were returned to MHP as there were no other athletes that met the criteria or declined the athlete agreement. I will be recommending, to the purposed ADC, a review of development age athletes ranking criteria as athletes that are not in the Train To Win stage should not be ranked from just nationals results. Also athlete agreement will require review and possible changes due to the compressed domestic race schedule.

### **CDN Nationals**

BION sent 21 athletes to Nationals this year in Valcartier Quebec. 16 Full team members and 4 sanctioned athletes and 1 Master. No wax tech was hired for this event and the coaches and parents did an excellent job preparing skis for the race. It is highly recommend that a Team Manager be part of the Team and a wax tech be hired.

This years Nationals was fraught with daily race logistics issues and the coaches do not have time to deal with these items when prepping athletes to race. Also accommodations were borderline and not conducive to athlete performance. Meal plan was sub standard and the relay race needs to be removed from the Championship.

### **Notable Results**

**NT #1 Roller Trials:** Alicia Hurley 7.73% off IBU Cup Selection

**NT #2 Trials:** Becky Puiras 6.24 % off IBU Cup Selection

**Jr/Youth NT Trials:** Alex Dumond 5<sup>th</sup> overall, selected as spare

**FISU:** Alex Dumond 27<sup>th</sup> Individual

Alicia Hurley 30<sup>th</sup> Individual

**Nationals:** Becky Puiras Bronze Individual (fastest CDN ski time)

Alex Dumond Bronze Individual

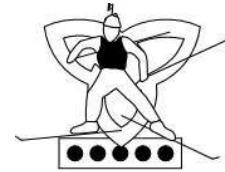
Silke Hynes 4th Sprint

Ian Campbell 6th Individual

Jerry Hynes Gold Individual and Sprint

### **Tim Hurley VP Tech**





**BIATHLON ONTARIO**

## **TREASURER'S REPORT**

### **TO THE ANNUAL GENERAL MEMBERSHIP**

**May 30, 2009, at Laurentian University, Sudbury, Ontario**

Although elected to the position of Treasurer at the last AGM, April 26, 2008, I was unable to assume my duties until June 9, 2008, after my predecessor completed her year end work. As Treasurer of Biathlon Ontario, I am responsible for the overall financial function of our organization, which includes monthly reports to the Board of Directors on our Cash Position, Revenues and Expenditures, and a listing of cheques issued. This also includes preparing our year end financial statements and meeting with the Licensed Public Accountant firm to review these statements as part of the Financial Review Report engagement.

My report today includes the presentation of the Financial Review Report prepared by Freelandt, Caldwell, Reilly, LLP for last year, ended April 30, **2008**, in addition to my Draft report for the most recent year, ended April 30, **2009**.

Overall, our **revenues** in 2008/09 saw an increase of 13.7% (\$2854) over the previous year. This was primarily because of increased membership dues, and fees collected for running Training camps. We held four training camps last fiscal year, with a total of 43 participants. The Jericho camp alone accounted for \$6560 of the Training fees received. In addition, our Base Funding from the Province of Ontario increased last year by \$1520. Our fundraising efforts this year raised \$828, of which \$610 was "found" money, as we were able to sell old stock race wear that had been sitting around since the 2003 Canada Winter Games.

Unfortunately, our **expenditures** in the past year also saw an increase, 10.9% or \$2473. This was the result of a number of factors:

First, our Racing Support cost went down by \$5410 because the National Championships were held in Val Cartier, Quebec this year so we didn't have the cost of flying support staff to British Columbia as in the previous year.

The cost of Training Camps was substantially higher this year, primarily because of the Jericho camp which cost \$7535. We lost \$975 on this camp, in part because of the drop in the value of the Canadian dollar last fall. Because of Jericho, overall, we lost \$363 on our training camps last year, when we should be showing a small surplus on them.

The Office and General expense doubled last year, from \$1604 to \$3239. This was mostly meeting expense. The President, as our division representative, attended the Biathlon Canada Board meeting and AGM in early June, 2008 in Ottawa. The Board met in June with our Sport Consultant from the Ministry of Health Promotion in Sudbury and again in September with her in Sault Ste. Marie for a Strategic Planning session; the President and Treasurer met with Ministry staff and other Provincial Sport Organization representatives in September in Toronto for a review of the last three-year funding cycle; and they met in April in Toronto with our Sport Consultant to review the new Base Funding application process. In addition, we paid to set up the web forum for Board and

Executive meetings, and paid to send the previous Vice President of Administration to a Grant Writing Seminar in Toronto.

Equipment costs this year included \$2219 for repairs to .22 cal. targets prior to the Ontario Championships, \$1558 for new race bibs, and a net after charges to athletes of \$250 for waxes.

Our net deficit for this past year ended at \$1413, but without the unbudgeted major target repairs, and the purchase of new race bibs, we would have had a surplus of \$2360.

In addition to the financial transactions, one of my main concerns this year has been to develop a Financial Management Policy and a Risk Management Policy to clarify Biathlon Ontario's financial responsibilities and procedures. These, along with a number of other policies and agreements, are presently before the Board for discussion, and hopefully will be implemented soon.

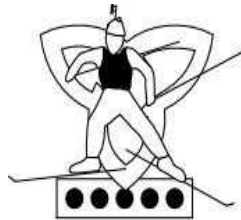
I would like to thank everyone who helped this year run smoothly by their timely submission of payments for the new race suits, and for camps and races, and especially for your support of all our fundraising efforts. Please help us to expand our membership by promoting Biathlon Ontario to your friends and family. A "supporting" membership is just that – it helps to support our operation.

Respectfully submitted

Marian Endleman



**DRAFT**



**BIATHLON ONTARIO**

**FINANCIAL STATEMENTS**  
(Unaudited)

**APRIL 30, 2009**

**Prepared by:  
Marian P. Endleman  
May 5, 2009**

# Biathlon Ontario

## Balance Sheet

(Unaudited)

As At April 30, 2009, with comparative figures for 2008

	<u>2009</u>	Restated <u>2008</u>
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash and Short Term Deposits	10,378.24	11,206
Accounts Receivable (note8)	324.00	1,739
Prepaid expenses	<u>1,801.07</u>	<u>512</u>
Total Assets	<u><u>12,503.31</u></u>	<u><u>13,457</u></u>
<b>LIABILITIES and NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts Payable and accrued liabilities	2,600.00	2,140
Deferred Revenue	<u>2,000.00</u>	<u>2,000</u>
	<u><u>4,600.00</u></u>	<u><u>4,140</u></u>
<b>NET ASSETS</b>		
Unrestricted	<u><u>7,903.31</u></u>	<u><u>9,317</u></u>
Total Liabilities and Net Assets	<u><u>12,503.31</u></u>	<u><u>13,457</u></u>

# Biathlon Ontario

## STATEMENT OF INCOME AND EXPENDITURES

(Unaudited)

For the Year Ended April 30, 2009, with comparative figures for 2008

	<u>2009</u>	Restated <u>2008</u>
<b>REVENUE</b>		
Grants (note 3)	10,633.00	11,613
Training programs and camps, recovery fees from participants	9,320.00	4,426
Membership fees (note 4)	2,930.00	1,675
Donations	25.00	0
Other revenue (note 5)	828.00	3,168
	<u>23,736.00</u>	<u>20,882</u>
<b>EXPENDITURES</b>		
Racing Support (note 6)	4851.72	10262
Training programs and camps	9682.59	4472
Professional fees	2200.00	2000
Office, general and other	3239.08	1604
Biathlon in a Box software upgrades	0.00	1300
Equipment purchase and maintenance, waxes and medals	4111.15	1456
Biathlon Canada insurance and other fees	838.83	977
Coaches training	216.00	505
Awards	0.00	100
Team uniforms	10.42	0
	<u>25149.79</u>	<u>22,676</u>
<b>Excess (deficiency) of revenue over expenditures</b>	-1413.79	-1,794
<b>Unrestricted net assets, beginning of year (note 8)</b>	<u>9317.10</u>	<u>11,111</u>
<b>Unrestricted net assets, end of year</b>	<u>7903.31</u>	<u>9,317</u>

**Biathlon Ontario**  
**Cash Flows Statement**  
**(UNAUDITED)**

**for the year ended April 30, 2009, with comparative figures for 2008**

	<u>2009</u>	Restated <u>'2008</u>
<b>Cash flows from operating activities</b>		
Excess (deficiency) of revenue over expenditures	-1413.79	-1794
Non-cash activities:		
(Increase)/Decrease in Accounts Receivables	1,415.48	97
(Increase)/Decrease in Prepaids (Inventory)	-1,288.80	-512
Increase/(Decrease) in Accounts Payables & Accrued Liabilities	460.00	-2535
Increase/(Decrease) in Unearned Revenues	0.00	0
Increase (decrease) in cash	<u>-827.11</u>	<u>-4,744</u>
Cash, beginning of year	11205.35	15950
Cash April 30, 2009	<u>10,378.24</u>	<u>11,206</u>

**Biathlon Ontario**  
**Notes to the Financial Statements**  
**April 30, 2009**  
(unaudited)

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1. **Nature of Operations**

Biathlon Ontario is a not-for-profit organization incorporated without share capital under the Canada Corporations Act on September 4, 1990 and as such is exempt from income taxes under the Income Tax Act. The organization's purpose is to promote, develop, and maintain all aspects of winter and summer biathlon in Ontario.

2. **Significant accounting policies**

These financial statements are prepared in accordance with Canadian generally accepted accounting principles applicable to not-for-profit organizations. The significant policies are detailed as follows:

(a) **Basis of accounting**

Revenues and expenditures are recorded on the accrual basis whereby, amounts are reflected in the accounts in the period in which they have been earned or incurred.

(b) **Capital assets**

In common with many smaller not-for-profit organizations, the organization expenses its capital assets in the year of acquisition.

During the current year, capital expenditures included in operations totaled \$1548. (2008 nil).

(c) **Revenue recognition**

The organization follows the deferral method of accounting for contributions. Funds externally restricted under terms of applicable funding agreements are recognized as revenue in the year to which they relate. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

**Biathlon Ontario**  
**Notes to the Financial Statements**  
**April 30, 2009**  
(unaudited)

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(d) **Donated goods and services**

Donated capital assets are recorded at fair value when received.

Donated materials and services which would otherwise be paid for by the organization are recorded at fair value when fair value can be determined.

Volunteers contribute a significant amount of time to assist the organization in carrying out its activities. Due to the difficulty of determining their fair value, they are not recognized in these financial statements.

(e) **Deferred revenue**

The unexpended portion of grants received for specific purposes are recorded in the accounts as deferred revenue.

Deferred revenue at the organization's year end is comprised of unearned grant revenue of the Quest for Gold Enhanced Coaching Performance program.

(f) **Use of estimates**

The preparation of the financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that effect the reported amounts of certain assets and liabilities at the date of the financial statements and reported amounts of certain revenues and expenditures during the reporting period. By their nature, these estimates are subject to measurement uncertainty. The effect of changes in such estimates on the financial statements in future periods could be significant. The account specifically affected by estimates in these financial statements is deferred revenue.

**Biathlon Ontario**  
**Notes to the Financial Statements**  
**April 30, 2009**  
(unaudited)

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**3. Grants**

Grants consist of the following items:

	-----	-----
	2009	2008
	-----	-----
Government of Ontario:		
- Base Funding	\$ 8,133	\$ 6,613
Coaches Association of Ontario:		
- Quest for Gold Coach Apprentice	2,500	5,000
	-----	-----
	\$ 10,633	\$ 11,613
	-----	-----

**4. Membership fees**

Net membership fees include gross charges to members totaling \$7,215 less the portion remitted to Biathlon Canada of \$4,285.

**5. Other revenues**

Other revenues consist of the following items:

	-----	-----
	2009	2008
	-----	-----
Biathlon in a Box license fees	\$ -	\$ 1,105
Fundraising, net of direct expenses	828	339
Equipment sales and rentals	-	225
Miscellaneous (note 8)	-	1,499
	-----	-----
	\$ 828	\$ 3,168
	-----	-----

**Biathlon Ontario**  
**Notes to the Financial Statements**  
**April 30, 2009**  
(unaudited)

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**6. Racing support expenditures**

Racing support expenditures are presented as total direct costs, net of cost recovery charges to athletes, and are comprised of the following activities:

	Ontario Championship	Races	National Championship	Total
Gross direct costs	\$ 3,474	5,527	15,966	\$ 24,967
Costs recovered from athletes	(2,943)	(4,961)	(12,211)	(20,115)
Net expenditure	\$ 531	566	3,755	\$ 4,852

**7. Financial instruments**

The organization's financial instruments consist of cash, accounts receivable, and accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that the organization is not exposed to significant interest, currency, or credit risks and the fair value of these items are not materially different than their carrying values as presented in the accompanying financial statements.

**8. Comparative figures**

Comparative figures for the year ended April 30, 2008 have been adjusted to reflect a prior period correction to Accounts receivable for General revenues in 2008, which increased the Net deficit for the year ended April 30, 2008, and therefore decreased the Unrestricted Net assets at the beginning of the current year.



## **MEMBERSHIP REPORT**

### **To The Members of BION:**

I as the Membership Coordinator of BION would like to start by saying "WOW" what a year. This being my 1<sup>st</sup> time both as a helper and as a member of the board I am still reeling over the changes I have seen this past year. I must admit that at times it has been a bit overwhelming but at the same time very rewarding. I have thoroughly enjoyed watching and being a part of this organization. I would like to take this opportunity to wish all our athletes a very successful 2009/10 season. Now to business:

**Attached is a chart of all memberships within their appropriate categories for your review.**

**I would like to add to the following categories:**

- 1- Jr Girl, and 2- Supporters that were added after the final submission to Biathlon Canada as of March 30<sup>th</sup> 2009.**

**I do not have in my possession all the numbers from last year to use as a comparison to give an accurate tally as to whether the numbers were up or down. Doing so with the information I have would be purely speculation on my part. This will not be the case for next year as I feel it is vital for us to know this information and be able to track it from year to year. Besides putting forth the division numbers I have also prepared a listing of which areas of the province our athletes are coming from :**

**Northern Ontario- ( Thunder Bay, Sault Ste. Marie, Sudbury) = 34**

**Central Ontario - ( Ottawa, Metropolitan Toronto) = 13**

**I would like to mention that I am responsible to submit to BICAN twice a year our membership numbers, the 1<sup>st</sup> report is due Jan 15<sup>th</sup> and the final yearend report for March 30<sup>th</sup>. It is imperative that I get membership forms and payments for the 2009/10 season as soon as possible.**

**I would also like to request from our Clubs that I get any new members ( or at least their names and age categories) in a timely fashion. It can and has created some confusion with weekend to weekend races.**

**Thank You, Alexis Parr**

**Biathlon Canada  
2008-2009 Membership  
1 – A**

<b>Province/Territory</b> ---Ontario-----	<b>Registration</b> #1 Date: Jan 4/09	<b>Final Registration Update</b> Date: March 31,2009	
	New	New	Adjusted Total
<b>Athletes</b>			
Pre – Boys (includes Biathlon Bears)	-	3	3
Pre – Girls (includes Biathlon Bears)	-	-	-
Junior Boys	9	2	11
Junior Girls	3	-	3
Senior Boys	9	2	11
Senior Girls	4	-	4
Youth Men	3	1	4
Youth Women	2	-	2
Jr. Men	3	-	3
Jr. Women	1	-	1
Men	-	-	-
Women	2	-	2
Master Men	2	-	2
Master Women	-	-	-
<b>Non-Competitors</b>			
Coaches – M	8	1	9
Coaches – F	2	1	3
Officials – M	7	-	7

Officials – F	2	1	3
Supporters – M	5	3	8
Supporters – F	9	4	13
Recreational Athletes – M	3	-	3
Recreational Athletes - F	2	-	2
<b>Group and Day Memberships</b>			
Day Members - M	-	17	17
Day Members - F	-	10	10
Group (Clubs) – * please attach a separate list with club mailing address and email	4	2	6

# **2009 Biathlon Ontario AGM Report For 2010 Ontario Winter Games**

Report by: Kelly Dory BION OWG Chairperson

I am sorry I am unable to make the AGM personally but as you are aware, Rick and I are in Australia for the month of May.

We have less than a year until the 2010 OWG. The 2010 OWG preparation team is myself, Tim Hurley and Jim Miller. The games are being held in the Muskoka Region, which encompasses numerous sites throughout Muskoka. The sites are Sudbury, Huntsville, Gravenhurst and Red Leaves (near Lake Rosseau) They are being held from March 4<sup>th</sup> until the 7<sup>th</sup>, 2010. The opening ceremonies will be held in Gravenhurst and athletes and participants will be bused to that site.

Between Jim and I we have attended several meeting, both at the Muskoka region site, and in Toronto at the Sport Alliance of Ontario Office.

## **The Site**

The site for biathlon is at “The Rock” which is a 5 star golf course. The accommodations are at Red Leaves Resort, which is across the street from the site. Red leaves is owned by Marriott and is a 5 star resort.

Jim and I attended the site in February of this year. Although there could be more challenges elevations, Jim and I determined that this site will work and it was more challenging than when the games were held at Horseshoe Resort in 2006. All the

necessary amenities are on site. Including waxing area, change rooms, food, range, penalty loop and trails. There is plenty of room for spectators to both watch and be accommodated in the clubhouse.

Jim and I will be attending the site again in October 2009 to start preparations for the range and course.

### **The Games Criteria**

This games we have been designated as an **Optional Sport**. This means that every year we need to apply to be able to participate in the games. The Sports Alliance has created a new set of rules and regulations that **MUST** be adhered to. We have signed off on a Competition Agreement and a Technical Package, and the SAO expects us to produce and follow through with what we stated we would do. There is a “Report Card” that is done at the end of the games. If we do not meet what we said we would do we will not be able to participate in the 2012 games.

That includes the number of participants, and they want you to have equal male/female ratios. To say we don't have enough is not acceptable. There is some leeway but they want equality in the games. We need to continue to recruit new athletes, especially females. Another important area is a “level playing field”. They want competitive fields. Coaching ratios male/female, officials minor and major. If we said we needed them then They need to be there. They want qualified people. So parents that volunteer to time, Count shots and penalty loops need to have the basic online training.

If we get a good report card we will either stay as an optional sport or get moved to a core sport. There are a lot of criteria to be a core sport. I do not believe that we will be moved

to that. Number of participants and the size of your sport is a huge factor. If we stay as an optional sport, as I had mentioned earlier we will have to reapply for the 2010 OWG to be able to participate. I see BION staying as an optional sport and having to reapply every games. If we do not meet what we promised and signed off on we will not be participating in 2012. This could effect all future years after that. We still could apply for 2014 if we did not make 2012, but we would have to show remarkable changes in participants, officials and the running of BION.

The main criteria measured are:

Application Submission VS delivery at the games

Meeting the Deadlines

Evaluating PSO responsibilities

Jim and I will continue to attend meetings and I will continue to follow through with all The required documents and necessary paperwork. Things will be a little quiet over the summer but will pick up in September. The selection of athletes will be determined through Tim Hurley as in the past and need to be on going. I will be in contact with the chosen athletes and their parents as the games come closer. We do have a deadline to name the participants and I have, in the past had exceptions due to our competition schedule. There will be a scramble at the end of January and February to ensure the correct athletes are chosen and the paperwork is done.

## **2012 OWG**

No proposed site has been named yet, although they are already asking for information

and input for those games. A replacement for the OWG Chairperson needs to be named. I assume that can be done at the 2010 AGM, but it should be in our minds as I will no longer be participating.

I will update the board as more information arrives. I would like to thank Tim Hurley and Jim Miller for all their invaluable help and assistance in the games preparations.

Kelly Dory  
2010 OWG Chairperson

Biathlon Ontario Equipment List - and other inventory at April 30, 2009					
Item Description	Comments	Serial Number	CLUB	Holder	Confirmed ?
1 Pair test skis	need description		Biathlon Ontario	Tim Hurley	yes.
1 Pair test skis	need description		Biathlon Ontario	Tim Hurley	yes.
1 Pair test skis	need description		Biathlon Ontario	Tim Hurley	yes.
Air Carbine Daisy		0J00478	Duntroon	Jim Miller	yes
Air Carbine Daisy		0J01177	Duntroon	Jim Miller	yes
Air Rifle Daisy	OB 9	0900-00372	SSM Biathlon	Colin Edwards	Yes-contract
Air Rifle Daisy	OB 3- 45 (may be #10-no#)	0500-00909	SSM Biathlon	Colin Edwards	Yes-contract
Air Rifle Daisy		09 00 000 85	Duntroon	Jim Miller	yes
Air Rifle Daisy		0900-00222	Blind River	Michel Menard	yes
Air Rifle Daisy	OB 6	0500-01345	Blind River	Michel Menard	yes
Air Rifle Daisy	OB 1	0797-00380	Walden Biathlon	Alvin Punkkinen	yes
Air Rifle Daisy	no rear sight	0900-00263	Duntroon	Jim Miller	yes
Air Rifle Daisy		0900-00601	Duntroon	Jim Miller	yes
Air Rifle Daisy	OB 11	0101-00512	Chelsea Nordic	Jamie Kallio	
Air Rifle Daisy	OB 12	0900-00885	Chelsea Nordic	Jamie Kallio	
Air Rifle Daisy	OB 3	0900-00791	Walden Biathlon	Alvin Punkkinen	yes
Air Rifle Daisy	OB 2	0900-00631	SSM Biathlon	Colin Edwards	Yes-contract
Air Rifle Daisy	OB 5 (broken stock?)	0900-00154	Chelsea Nordic	Jamie Kallio	Chris Skelton fixing stock??
Air Rifle Daisy	OB 7	0500-01304	SSM Biathlon	Colin Edwards	Yes-contract
Air Rifle Daisy		07 9700 385	Duntroon	Jim Miller	yes
Air Rifle Daisy	OB 8 ??Alvin or Jim??	0900-00637	Duntroon	Jim Miller	no rear sight??
Air Rifle Daisy	Broken - is it repairable??	0900-00039	Biathlon Ontario	Alvin Punkkinen	
Air Rifle Daisy	OB 13 ?? Jim ??	0101-00630	Walden Biathlon	Alvin Punkkinen	Jim- Alvin thinks you might have this one?
Air Rifle Daisy	OB 4	0500-00914	Walden Biathlon	Alvin Punkkinen	yes
Air Rifle Daisy	OB 10 (see #3-45 comment)	Serial # ??	Walden Biathlon	Alvin Punkkinen	Yes ??
Bib Set PW		1 to 30	Biathlon Ontario	Alvin Punkkinen	yes.
Bib Set PW		31 to 100	Biathlon Ontario	Jamie Kalio	
Bib Set (with BiOn Logo)	white	#1 to 100	Biathlon Ontario	Marian Endleman	yes
Bib Set Relay	1-20 in red,blue,yellow	#1-20 x 3 colour	Biathlon Ontario	Tim Hurley	yes.
Fax Machine	Does this exist??	72400516	Biathlon Ontario	Jamie Kalio	
Lap Top	Acer	LXA5505591537	Biathlon Ontario	Tom Endleman	yes
Printer	Lexmark	13400343835	Biathlon Ontario	Tom Endleman	yes



Asset Inventory 2007

Radio Motorola	model #H34NMU6124A	2	Biathlon Ontario	Jamie Kalio	TIM??
Radio Motorola	model #H34NMU6124A	3	Biathlon Ontario	Jamie Kalio	TIM??
Radio Motorola	model #H34NMU6124A	1	Biathlon Ontario	Jamie Kalio	TIM??
Radio Panasonic		0EATA006104	Biathlon Ontario	Tim Hurley	yes.
Radio Panasonic		0EATA006134	Biathlon Ontario	Tim Hurley	yes.
Radio Panasonic		0DCTA001375	Biathlon Ontario	Tim Hurley	yes.
Radio Panasonic		0EATA006155	Biathlon Ontario	Tim Hurley	yes.
Stop Watch			Biathlon Ontario	Jamie Kalio	TIM??
Stop Watch			Biathlon Ontario	Jamie Kalio	TIM??
Target .22 Biathlon			Blue Ridge	Karen Kristy	yes
Target .22 Biathlon			Blue Ridge	Marissa Mackie	yes
Target .22 Biathlon			Blue Ridge	Karen Kristy	yes
Target .22 Biathlon			Blue Ridge	Patrick Skelton	yes
Target .22 Biathlon			Timmins	Don Sutton	
Target .22 Biathlon			Timmins	Don Sutton	
Target Air Rifle Devin Biathlon		1485	Blind River	Michel Menard	yes.
Target Air Rifle Devin Biathlon		1488	Duntroon	Jim Miller	yes
Target Air Rifle Devin Biathlon		1487	Duntroon	Jim Miller	yes
Target Air Rifle Devin Biathlon		1486	Duntroon	Jim Miller	yes
Target Air Rifle Devin Biathlon		2430	Chelsea Nordic	Jamie Kallio	
Target Air Rifle Devin Biathlon		2431	Chelsea Nordic	Jamie Kallio	
Target Air Rifle Devin Biathlon		2433	Chelsea Nordic	Jamie Kallio	
Target Air Rifle Devin Biathlon		1758	Chelsea Nordic	Jamie Kallio	
Target Air Rifle Devin Biathlon		2411	Chelsea Nordic	Jamie Kallio	
Target Air Rifle Devin Biathlon		2413	Chelsea Nordic	Jamie Kallio	
Target Air Rifle Devin Biathlon		2432	Sudbury Biathlon	Alvin Punkkinen	yes
Target Air Rifle Devin Biathlon		1492	Sudbury Biathlon	Alvin Punkkinen	yes
Target Air Rifle Devin Biathlon		1489	Blind River	Michel Menard	yes.
Target Air Rifle Devin Biathlon		2434	Sudbury Biathlon	Alvin Punkkinen	yes
Target Air Rifle Devin Biathlon		2412	Biathlon Ontario	Alvin Punkkinen	yes
Target Air Rifle Devin Biathlon		1490	Duntroon	Jim Miller	yes
Target Air Rifle Devin Biathlon		1491	Duntroon	Jim Miller	yes
Target Air Rifle Devin Biathlon	(may not exist)			unknown	anybody know?
Telescope			Biathlon Ontario	Jamie Kalio	TIM??
TimeTech Sprint 8		5495	Biathlon Ontario	Tim Hurley	yes.
Trigger Weight			Biathlon Ontario	Tim Hurley	yes.

Asset Inventory 2007

Wax Box			Biathlon Ontario	Tim Hurley	yes.
Wax Tester / Computer Regnly RT-3			Biathlon Ontario	Tim Hurley	???
<b>Fundraising items:</b>					
Patches	68			France Hurley	yes.
Racing toques	8				
headbands	7				
2009 style racing suit	1 small				
old used 1 piece race suits	2 mediums				
<b>Medals:</b>				MarianEndleman	yes.
Gold	63				
Silver	79				
Bronze	88				

## **Blind River Biathlon Club 2008-2009 report**

This was a great season for our club, we had a 100% increase in participants, superb skiing conditions and very good results at the O'Cups and Nationals.

The number of athletes increased from 5 to 11, 5 boys, 1 girl, all pre-juniors. The increase can be attributed to a great learn to ski program and the hype and publicity created by last year's very good results at all the O' Cup races and OWG and having these four elite biathlete's zoom around the trails. It was difficult because we did not want to favour one group over the other (senior or pre-junior) and we have a coaching staff of three. Training for the .22 takes over half the light hours of the day because we have to drive a half hour to get there and it takes another half hour to an hour to set up. The senior kids helped out in coaching the new kids and they also took in hand their own training and they worked as a team. We have one more year with our senior athlete's and they will continue to help in the training of the younger ones and help us attract more participants.

We participated in the On Snow Camp in Timmins, trained every weekend and one or two days a week from december to the end of March. We hope to start roller skiing very soon as we have swept the pavement of a local high school (as a fundraiser) and that is where we train. Hosting a summer biathlon race is on the planning board and we will talk about it at the AGM. Getting parents and other adults involved in biathlon is another of our goals for the upcoming season.

We would like to thank the coaches and members of the executive of Biathlon Ontario for their dedication and hard work to keep our sport alive and growing in Ontario.

Submitted by

Michel Ménard  
Coach and club representative

**Walden Biathlon club  
Year end report**

May 20, 2009

I would like to thank Executive and members of Biathlon Ontario for the support to the Walden Biathlon club.

Addition of Kathy Schryer to take over the administrative duties has greatly saved our coaches valuable time.

Thank Parents and individuals who helped / supported our biathlon endeavors.

**This year**

In our "elite" category we had Dave Endleman and Stephanie St Denis attend the Nationals in Valcartier Quebec as part of the provincial team. Dave at the Nationals just missed the medals with a fourth place finish in the Jr. mens division. Both traveled to many North American cup races in several different provinces and the States. Stephanie received ½ carding in the Quest for Gold provincial program.

We had 16 members in our training/racing group with several new pre junior members.

It is exciting to see new members taking up the sport and their passion for it. In the overall points in the Jr category Walden Biathlon club racers won both championships, Gabriella Bruser in the female category and Ryan Hunter in the male

Coaching was done by NCCA certified Kelsey Collins, Max Bruser, Dave Endleman, and Alvin Punkkinen.

Athletes attended 4 different provincial biathlon races this year

Highlands Nordic-Jan 25

Blind River Feb 21 & 22

SSM Provincial championship Feb 6 & 7

Walden March 7 & 8

Walden athletes and the Club are well respected and positioned

Reception to the program from our Parent club (WCCFC) is positive and the program is greatly encouraged.

Emphasis was on having fun while training and competing

Safety was paramount at all times

No cost to the Walden XX ski club other than grooming and sharing of club facilities.

Through our activities and visibility the club raised the profile of WCC&FC.

Rifle course was held for our biathletes and parents with 8 athletes and 6 parents attending.

Successful re-branding of biathlon club to become the Walden Biathlon Club to become more in line with the parent club (WCCFC)

**Next season**

Solicit more support for the program

New club house to help alleviate congestion is in the near future.

More challenging trails that loop 1 to 2 1/2 km in length-willingness of WCCFC to install more challenging trail loops for biathlon this summer

More coaches-level 2 coaches course set up for June 20-09

-need gold course before the fall

Have coaches upgrade their coaching credentials through NCCP.

Have participants take officials course.

Bring new talent to our club

Entice more athletes to become competitive members and earn a spot for the Canadian Championships

Set a rifle course in the fall for the athletes and their parents

More time to be spent on training on rifles.

Attend rifle competitions

Attend training camps, summer /winter

Once again host a Walden biathlon race in Feb-2010.

Summer sprint biathlon race June 28 at Laurentian University (Finnish festival)

Purchase 2 more air rifles for the club with donation money.

Develop new athletes to maintain our maximum numbers

Encourage the biathletes to participate in xx ski races/jr development

Biathlon Club has permission of the new WCCFC executive to allow the continuation of the biathlon program again next season.

Alvin Punkkinen

President Walden Biathlon Club

# By-Law Amendments for AGM May 30, 2009

## Preamble

A number of amendments to the Biathlon Ontario By-Laws need to be voted on by the Board before they can be brought to the AGM for membership approval. These amendments have been presented in three (3) motions for the Board's approval. The first is "housekeeping" changes to clarify the language, and to ensure that our definitions of "terms" agree with those of Biathlon Canada. The second motion is to define Biathlon Ontario "Membership Categories" to agree with those of Biathlon Canada. These categories are of a general nature, and do not set out the various "classes" of the "Regular Membership" category. The third motion is to change and define the structure of the Board of Directors of Biathlon Ontario and the Executive Committee. Former article 49 re Resignation or Incapacity of a Director or Officer has been moved to Article 16, and former Article 50 re member withdrawal has been moved to Article 6a.

## By-Law Motion #1 (Housekeeping)

**Therefore, be it resolved that the following Articles of the Biathlon Ontario By-Laws be amended to read as follows:**

2. As used in this Bylaw, the term:
  - a. "Biathlon" means the sport recognized by the [IF](#) which combines rifle marksmanship and cross-country skiing or rifle marksmanship [and other forms of movement and shooting](#);
  - d. "[IF](#)" means the [international federation governing the sport of biathlon](#);
  - e. "Division" means a geographical area bounded as specified [by Biathlon Ontario](#);
  - g. "National Office" means the head office of [the Corporation of Biathlon Canada](#);

## MEETINGS AND VOTING

29. All members shall be entitled to attend any General or Special General Meeting of Biathlon Ontario. Votes shall be cast only in accordance with the following formula. Proxy votes are Acceptable, if evidenced in writing, on the prescribed form. [Only a](#) voting member of Biathlon Ontario may be a proxy holder. The proxy form must be given to the Secretary ([or designate](#)) prior to or at the General Meeting. No other form of proxy will be accepted. The notice of meeting shall include a reminder of the right to use a proxy. Each eligible member attending shall have one vote.

32. For any General or Special General Meeting a quorum shall be [comprised of a minimum of ten \(10\) voting members of Biathlon Ontario](#).

33. At his discretion, the President shall convene meetings of the Board. The meetings may be convened at any time and place provided that written notice of such meeting and the agenda for the meeting be sent thirty (30) days in advance to each Director. Thirty days' notice shall not be necessary if all Directors waive the requirement therefore in writing. Meetings by conference call [or other electronic means](#) may be held provided that all directors consent and seven (7) days notice of such meeting is given, and this notice may be verbal. This notice requirement may be shortened in an emergency upon the verbal agreement of all of the Directors. The President is required to convene a meeting of the Board upon written petition signed by a majority of the Board members.

34. 1. Board Meetings are attended by the Executive, all other vice presidents, the Secretary, and Treasurer, as well as any Standing Committee Chairmen, and any other Committee, employee or other person that the President may invite. Any fully paid-up member may also attend as a spectator only.

2. Except as otherwise provided for by the Canada Corporations Act or by this by-law, any meeting of the members, Directors, Executive Committee, or any other committee of Biathlon Ontario may be held with some or all persons attending the meeting through teleconference or by other electronic means, provided that such communication means permits all persons at the meeting to communicate adequately with each other. For any such meeting:

a. a minimum of fifty (50) percent (%) of those entitled to attend and vote at the meeting need to approve the holding of such meetings;

b. the means used must permit the chairman to confirm that quorum is present and to record votes;

c. each potential attendee should have equal access to the technology used and should consent in advance to the specific means of communication to be used.

35. The Executive shall meet at times and locations decided by the President. Notice of such meetings shall be given to all members of the Executive at least fourteen (14) days in advance of the meeting specifying the date, time and location of the meeting. Fourteen (14) days notice shall not be necessary if all members of the Executive waive the requirement thereof. Each member of the Executive shall have one (1) vote at all Executive meetings, exclusive of the Immediate Past President and the President or acting President. The President or acting President shall only cast a deciding vote in the event of a tie. At his discretion, the President may invite employees or other persons to attend meetings of the Executive, although such persons shall not vote at Executive meetings. The President shall be required to call a meeting of the Executive upon petition to do so signed by a quorum of the Executive. A quorum shall be a majority of the Executive members.

## FINANCIAL

38. The fiscal year of Biathlon Ontario will be from May 1 of one calendar year to April 30 of the following calendar year. The members shall, at each Annual General Meeting, appoint an auditor to audit the accounts of Biathlon Ontario, to report the results of each audit to the members and to hold office until the next Annual general Meeting provided that the Board of Directors may fill any casual vacancy in the office of auditor. The remuneration of the auditor shall be approved by the Board of Directors. The annual audit shall be conducted not more than sixty (60) days following the end of each fiscal year.

## STANDING COMMITTEES

44. The Board is empowered to establish such permanent, or Standing, Committees as it deems necessary to assist with the carrying out of the objects of Biathlon Ontario. The mandate and guidelines for the Standing Committees shall be decided by the Board and amended from time to time as the Board deems necessary.

## AMENDMENTS TO THE BYLAWS

47. The Bylaws not embodied in the letters patent may be repealed or amended by Bylaw enacted by a majority of the [Directors](#) at a meeting of the [Board of Directors](#) and sanctioned by an affirmative vote of at least two-thirds (2/3) of the members at a meeting [of the membership](#) duly called for the purpose of considering said Bylaw. The repeal or amendment of Bylaws embodied in the letters patent shall not be enforced or acted upon until the approval of the Minister of Consumer and Corporate Affairs has been obtained.

48. Any proposed amendment must be circulated to all [members of Biathlon Ontario](#) at least thirty (30) days prior to a duly called meeting at which it is proposed to vote upon the adoption of such amendment.

### **By-Law Motion #2 (Membership)**

**Therefore, be it resolved that the following Articles of the Biathlon Ontario By-Laws be amended to read as follows:**

#### CONDITIONS OF MEMBERSHIP

5. [Any person or Group interested in furthering the objects of Biathlon Ontario may apply to become a member of Biathlon Ontario.](#)

No person shall participate in Biathlon Ontario programs or activities without membership.

Memberships, [other than Life, Day and Honorary Memberships](#), shall be on an annual basis and are not transferable.

The Membership Year shall start and finish on the same dates as the Membership Year used by Biathlon Canada. An applicant is accepted as a member upon [receipt of all required information, documentation and fees by Biathlon Ontario.](#)

Membership in Biathlon Ontario shall be in one of the following [categories](#):

- a. [Regular Membership.](#) Regular members shall be counted for voting purposes at any [General or Special General Meeting](#), in accordance with article 29 below. Regular members include members who are not members in any other category and who are Competitors or Non-Competitors. The membership fees for this category shall be set by the Board with consideration to differences in services or benefits available to each type and adjusted from time to time, as the Board deems necessary. Fees shall be collected by the Biathlon Ontario Office.
- b. [Regular Life Membership.](#) This category shall entitle the member to full membership in Biathlon Ontario, excluding competitive privileges for the rest of the member's life. Regular life members shall be counted for voting purposes. Membership in this class shall be subject to the payment of a fee, which shall be levied by the Biathlon Ontario Office in an amount to be determined by the Board, and adjusted from time to time as the Board deems necessary.
- c. [Group Membership.](#) Group members shall be counted for voting purposes at any [General or Special General Meeting](#) in the same manner as Regular members. The membership fee for this class shall be set by the Board and adjusted from time to time as the Board deems necessary and shall be collected by the Biathlon Ontario Office.



- d. Day Membership. Day membership is intended to allow non-members to participate in Biathlon Ontario events on a trial basis, as part of the member recruiting process. Day memberships may be used by any person to participate in one Biathlon Ontario event within any Membership Year. This category of membership entitles the member to participate in a biathlon activity or event conducted by Biathlon Ontario and its Member Clubs. Day members shall not be counted for voting purposes. The membership fee for this class shall be set by the Board and adjusted from time to time as the Board deems necessary and shall be collected by the Host Club and remitted to the Biathlon Ontario Office. The fee for this class of membership is to be paid for each day the individual participates in an activity or an event.
- e. Honorary. Those individuals or institutions who are named by the Board, upon their nomination by any member of Biathlon Ontario, usually as recognition for their outstanding contribution to the sport of biathlon. There shall be no fee levied for this class of membership and honorary members shall not be counted for voting purposes.
6. a. Members may withdraw from Biathlon Ontario by delivering written notice to the Secretary of Biathlon Ontario.
- b. Membership can be revoked at any time by a majority vote of the Board of Directors. Membership can be suspended at any time by the Executive Committee, if a member has, by his action or by his neglect, jeopardized the good reputation of Biathlon Ontario. The President shall immediately advise, or cause to be advised, the suspended member of the suspension and the reason for that suspension. In the event of such a suspension, the President shall call a meeting of the Board of Directors as soon as practicable. During that meeting, the Board of Directors shall review the suspension, provide the suspended member with the opportunity to state his case, and take such action as deemed appropriate.

**By-Law Motion #3 (Board and Executive Structure)**

**Therefore, be it resolved that the following Articles of the Biathlon Ontario By-Laws be amended to read as follows:**

DIRECTORS AND OFFICERS

9. The property and business of Biathlon Ontario shall be managed by a Board of Directors, hereinafter referred to as the Board, of which a majority of members shall constitute a quorum. Each director shall be a member of Biathlon Ontario at the time of his election or appointment and shall remain a member throughout his term of office. A director shall be at least eighteen (18) years of age. A director may not be an undischarged bankrupt nor a mentally incompetent person. For any motion of the Board, a majority of votes cast shall be binding.

10. The Board shall consist of the following members:

- a. the President;
- b. the immediate Past President;
- c. all Vice-Presidents.

12. Each director may hold only one (1) position on the Board at any one time. Each Director shall have one (1) vote at meetings of the Board, except that the President shall not vote other than to

break a tie vote. The same stipulation shall apply to a Vice-President acting as Chairman in the absence of the President. [Any Board position which becomes vacant must be filled as quickly as possible, in accordance with article 16 below.](#)

13. [All officers, other than the Past President, shall be elected for two \(2\) year terms of office at an Annual General Meeting of Members to the offices indicated below. The President, Vice President of Technical, Vice President of Member and Club Relations shall be elected in even-numbered years and the Vice President of Administration, Vice President of Finance, Vice President of Competition, and Vice President of Communications shall be elected in odd-numbered years. "Off-cycle" positions on the Board that are vacant at the time of the Annual General Meeting election shall be elected to complete the remainder of the two \(2\) year term.](#) To be elected to a position a member requires a majority of the votes cast. If necessary, a series of ballots shall be conducted by the Chairman of the Membership Committee or his delegate. The President may not hold office longer than two (2) consecutive two (2) year terms. No such restrictions shall apply to other elected positions.

The order of elections shall be dependant on the calendar year:

[1 - In even-numbered years:](#)

- a. the President;
- b. the Vice-President of Technical;
- c. [the Vice President of Member and Club Relations;](#)

[2 – In odd-numbered years:](#)

- a. [the Vice President of Administration;](#)
- b. [the Vice President of Finance;](#)
- c. [the Vice President of Competition; and](#)
- d. [the Vice President of Communications.](#)

[3 – In any year, a position in which a vacancy has arisen pursuant to article 16 below, shall be elected for the remaining one \(1\) year of the term if not normally due to be elected in that year.](#)

14. The [Board of](#) Directors may exercise all powers of Biathlon Ontario as are not, by the Canada Corporations Act or by these bylaws, required to be exercised by the members [hip](#) at general meetings, including but not limited to the following:

- a. to carry on business of Biathlon Ontario under the guidance of the President and in accordance with direction from the members at the Annual General Meeting of Biathlon Ontario;
- b. to make, vary, or repeal regulation for carrying out the objects of Biathlon Ontario;
- c. to form an Executive Committee which may exercise such powers of the Board as are delegated to it from time to time;
- d. to appoint such standing committees, [\(reporting to the assigned Vice President\)](#) as it may decide assist or promote any object of Biathlon Ontario;
- e. to establish such offices, appoint such agents and engage such employees as it shall deem necessary from time to time to assist with the pursuit of the objects of Biathlon Ontario, and such persons shall have such authority and shall perform such duties as shall be prescribed by the Board;
- [f](#) to authorize expenditures on behalf of Biathlon Ontario from time to time and [to](#) delegate by resolution to an officer or officers of Biathlon Ontario the

right to employ and pay salaries to employees.

g. to make expenditures for the purpose of furthering the objects of Biathlon Ontario.

h. to enter into trust arrangements with Trust companies for the purpose of creating trust funds from which capital and interest may be made available for the benefit of Biathlon Ontario in accordance with such terms and conditions as the Board may prescribe.

i. to take such steps as they shall deem requisite to enable Biathlon Ontario to receive donations and benefits for the purposes of furthering the objects of Biathlon Ontario.

15. Every director who has any direct or indirect interest in a decision of the Board shall:

a. declare his interest at the first meeting of the Board after which he became interested or aware of any such interest;

b. request that his declaration be recorded in the minutes of the meeting; and

c. not vote on any resolution or participate in any discussion with respect to the resolution concerning the issue in which he has declared his conflict of interest.

16. The position of any Director or Officer shall be automatically vacated:

a. if the Director or Officer resigns his office by delivering a written resignation to the Secretary or President of Biathlon Ontario;

b. if, at a meeting of the Board, the Board, by a three-quarters majority vote of a quorum thereof, approves the removal from office of such Director or Officer; or

c. on the death of such Director or Officer;

provided that if any vacancy shall occur for any reason contained in this paragraph, the Directors may by resolution fill the vacancy with a member of Biathlon Ontario in good standing. Any such action taken by the Board pursuant to this paragraph shall be subject to review at the next Annual General Meeting, and any person appointed pursuant to this paragraph shall not retain such appointment beyond the conclusion of such annual meeting unless duly elected to the same at such meeting. The Executive Committee may similarly by resolution fill a vacancy on the Executive Committee, subject to review and approval at the next meeting of the Board.

18. The Executive Committee, hereinafter referred to as the Executive, unless otherwise decided by the Board, shall consist of the following Officers:

a. the President;

b. the immediate Past President as an ex-officio member;

c. the Vice President of Administration;

d. the Vice President of Finance.

## DUTIES OF OFFICERS

20. **a. President**. The President shall be charged with the general supervision of the administration, management and control of Biathlon Ontario, the calling of all General, Special, Board and Executive meetings thereof, and shall preside at all such meetings. The President shall be the Chairman of the Board and of the Executive, and an ex officio member of all committees and sub-committees. The President shall be empowered to invite such members of Biathlon Ontario, or other persons, as he deems advisable to any meeting of the Corporation, and he shall ensure that all orders and resolutions duly passed at the meetings of Biathlon Ontario are carried into effect.

20. **b. Immediate Past President**. The immediate Past President shall act in an advisory and consultative capacity to the President and other Officers of the Corporation, and shall provide an historical sense of direction. The immediate Past President shall not be voted in, but shall have the option of filling this position for a maximum term of one year, and shall make his decision known to the members at the Annual General Meeting upon stepping down as President.

21. **Vice-President of Administration**. The Vice-President of Administration shall oversee and coordinate the administrative functions of Biathlon Ontario and report on the same as required at meetings of the Executive. This position shall be responsible for the maintenance and safekeeping of the records and archives of Biathlon Ontario. This shall include oversight of the Secretary who shall be responsible for the recording of minutes at all General, Board and Executive Meetings. The Vice President of Administration shall maintain a current manual on Biathlon Ontario's policies and procedures, shall advise the President on matters of protocol and procedure, and shall perform such other duties as may be prescribed by the Board or the President. The Vice President of Administration shall bring to the Board the reports of the Chairmen of any Committee as may be assigned to him, such as the Policy Review Committee. He shall be the first Vice-President and shall assume the duties and exercise the powers of the President in the absence from meetings or incapacity of the President, and shall perform such other duties as shall from time to time be assigned to him by the Board.

22. **Vice President of Finance**. The Vice President of Finance shall oversee and coordinate the financial functions of Biathlon Ontario, including those of the Treasurer, and shall bring to the Board the reports of the Chairmen of any committees as may be assigned to him, such as the Funding Programs and Sponsorship Committees. The Treasurer shall be responsible for the overall financial planning of Biathlon Ontario, and shall monitor receipts and expenditures to ensure that Biathlon Ontario remains in a viable financial position at all times. He shall render to the President and Board at meetings thereof, or whenever they may require it an account of all financial transactions and the financial position of Biathlon Ontario. The Vice President of Finance shall be the second Vice President and shall assume the duties and exercise the powers of the President in the absence from meetings or incapacity of both the President and the First Vice President. He shall perform such other duties as may from time to time be assigned to him by the Board.

23. **Vice-President of Technical**. The Vice-President of Technical shall oversee and coordinate the technical functions of Biathlon Ontario and report on same as required at meetings of the Board. The Vice-President of Technical shall bring to the Board the reports of the Chairmen of any committees as may be assigned to him, such as the Athlete Development and Selection Committees. The Vice President of Technical shall be primarily responsible for the development of Athletes and

Coaches within Biathlon Ontario. He shall perform such other duties as shall from time to time be assigned to him by the Board.

24. **Vice President of Competition.** The Vice President of Competition shall be responsible for approving and coordinating all Biathlon Ontario sanctioned races to ensure compliance with the Biathlon Ontario Hosting Policy and shall report on such races to the Board. The Vice President of Competition is responsible for officials development and assignment of officials to Biathlon Ontario races. He shall bring to the Board the reports of the Chairmen of any committees as may be assigned to him such as an Officials Committee and Ontario Winter Games Committee. He shall perform such other duties as may from time to time be assigned to him by the Board.

25. **Vice President of Communications.** The Vice President of Communications shall be responsible for the Public and Media Relations, Promotion and Marketing, and Membership Communications. He shall be responsible for the oversight of the webmaster function to ensure that the Biathlon Ontario website presents a professional appearance and that the content is informative and of a timely nature. He shall bring to the Board the reports of the Chairmen of any committees as may be assigned to him, such as Public and Media Relations, Promotion and Marketing, and Membership Communications. He shall perform such other duties as may from time to time be assigned to him by the Board.

26. **Vice President of Member and Club Relations.** The Vice President of Member and Club Relations is responsible for the function of the Membership Coordinator, which includes maintenance of the Membership records, member recruitment, and recruitment and coordination of volunteers. The Vice-President of Member and Club Relations is responsible for liaison with the Member Clubs of Biathlon Ontario, through their selected representatives, to ensure that their opinions are heard and that the needs and concerns of the Member Clubs are met by the Board. He shall bring to the Board the reports of the Athlete Representative, and of the Chairmen of any committees as may be assigned to him, such as Membership, and Club Representatives. He shall perform such other duties as may from time to time be assigned to him by the Board.

# **PROPOSED AMENDED By-Laws for approval at AGM MAY 30, 2009**

## BYLAW No. 1

### CORPORATE SEAL

1. The seal of the Corporation shall be in such form as shall be prescribed by the provisional directors of the Corporation and shall include the words "BIATHLON ONTARIO". The seal shall be in the custody of the Secretary.

### DEFINITIONS

2. As used in this Bylaw, the term:
  - a. "Biathlon" means the sport recognized by the IF which combines rifle marksmanship and cross-country skiing or rifle marksmanship and other forms of movement and shooting;
  - b. "Biathlon Ontario" means the Corporation of Biathlon Ontario;
  - c. "President" means the elected head of the Board of Directors of Biathlon Ontario, who is also the Chairman;
  - d. "IF" means the international federation governing the sport of biathlon;
  - e. "Division" means a geographical area bounded as specified by Biathlon Ontario;
  - f. "Director" means the President or other member of the Board of Directors;
  - g. "National Office" means the head office of the Corporation of Biathlon Canada;
  - h. "Head Office" means the head office of Biathlon Ontario;
  - i. "Club Office" means an office of a member with club membership status;
  - j. "Officer" means the President or other member of the Executive Committee; and
  - k. Pronouns used in these bylaws, whether male or female, are to be read without prejudice as to gender and will refer to males or females equally except as related to competition categories which are inherently based on gender.

### STATEMENT OF PURPOSE

3. The purpose of Biathlon Ontario is to promote, develop and maintain all aspects of winter and summer biathlon in Ontario.

### OBJECTS

4. To fulfill the purpose of Biathlon Ontario, the specific objects of the Corporation, as stated in the Letters Patent, are:
  - a. to function as the governing body of biathlon in Ontario;
  - b. to promote and co-ordinate competitive and non-competitive provincial development of biathlon, including the operation of a provincial team and a provincial competitive program and support the national team;
  - c. to provide guidance, information and assistance to the clubs of the Corporation to further the achievement of these objects, the development of biathlon programs within the clubs;

- d. to exercise exclusive jurisdiction over all matters pertaining to the participation of Ontario biathlon teams in national championships and other national competitions;
- e. to promote and encourage physical fitness and public participation in athletic activities in general, and biathlon in particular; and
- f. to keep accurate statistical records on all competitors in all sanctioned races in Ontario to develop a fair and accurate grading system for provincial and national team placement and funding.

## CONDITIONS OF MEMBERSHIP

5. Any person or Group interested in furthering the objects of Biathlon Ontario may apply to become a member of Biathlon Ontario.

No person shall participate in Biathlon Ontario programs or activities without membership.

Memberships, other than Life, Day and Honorary Memberships, shall be on an annual basis and are not transferable.

The Membership Year shall start and finish on the same dates as the Membership Year used by Biathlon Canada. An applicant is accepted as a member upon receipt of all required information, documentation and fees by Biathlon Ontario.

Membership in Biathlon Ontario shall be in one of the following categories:

- a. Regular Membership. Regular members shall be counted for voting purposes at any General or Special General Meeting, in accordance with article 29 below. Regular members include members who are not members in any other category and who are Competitors or Non-Competitors. The membership fees for this category shall be set by the Board with consideration to differences in services or benefits available to each type and adjusted from time to time, as the Board deems necessary. Fees shall be collected by the Biathlon Ontario Office.
- b. Regular Life Membership. This category shall entitle the member to full membership in Biathlon Ontario, excluding competitive privileges for the rest of the member's life. Regular life members shall be counted for voting purposes. Membership in this class shall be subject to the payment of a fee, which shall be levied by the Biathlon Ontario Office in an amount to be determined by the Board, and adjusted from time to time as the Board deems necessary.
- c. Group Membership. Group members shall be counted for voting purposes at any General or Special General Meeting in the same manner as Regular members. The membership fee for this class shall be set by the Board and adjusted from time to time as the Board deems necessary and shall be collected by the Biathlon Ontario Office.
- d. Day Membership. Day membership is intended to allow non-members to participate in Biathlon Ontario events on a trial basis, as part of the member recruiting process. Day memberships may be used by any person to participate in one Biathlon Ontario event within any Membership Year. This category of membership entitles the member to participate in a biathlon activity or event conducted by Biathlon Ontario and its Member Clubs. Day members shall not be counted for voting purposes. The membership fee for this class shall be set by the Board and adjusted from time to time as the Board deems necessary and shall be collected by the Host Club and remitted to the Biathlon Ontario Office. The fee for this class of membership is to be paid for each day the individual participates in an activity or an event.
- e. Honorary. Those individuals or institutions who are named by the Board, upon their nomination by any member of Biathlon Ontario, usually as recognition for their outstanding contribution to the sport of biathlon. There shall be no fee levied for this class of membership and honorary members shall not be counted for voting purposes.

6. a. Members may withdraw from Biathlon Ontario by delivering written notice to the Secretary of Biathlon Ontario.
- b. Membership can be revoked at any time by a majority vote of the Board of Directors. Membership can be suspended at any time by the Executive Committee, if a member has, by his action or by his neglect, jeopardized the good reputation of Biathlon Ontario. The President shall immediately advise, or cause to be advised, the suspended member of the suspension and the reason for that suspension. In the event of such a suspension, the President shall call a meeting of the Board of Directors as soon as practicable. During that meeting, the Board of Directors shall review the suspension, provide the suspended member with the opportunity to state his case, and take such action as deemed appropriate.

#### HEAD OFFICE

7. The Head Office of Biathlon Ontario shall be located within the Greater Toronto Area located in the Province of Ontario, Canada, at the place therein where the business of Biathlon Ontario may from time to time be carried on.
8. Biathlon Ontario may establish such other offices and agencies elsewhere in Canada as the Board of Directors may deem expedient by resolution.

#### DIRECTORS AND OFFICERS

9. The property and business of Biathlon Ontario shall be managed by a Board of Directors, hereinafter referred to as the Board, of which a majority of members shall constitute a quorum. Each director shall be a member of Biathlon Ontario at the time of his election or appointment and shall remain a member throughout his term of office. A director shall be at least eighteen (18) years of age. A director may not be an undischarged bankrupt or a mentally incompetent person. For any motion of the Board, a majority of votes cast shall be binding.
10. The Board shall consist of the following members:
  - a. the President;
  - b. the immediate Past President;
  - c. all Vice-Presidents.
11. Directors and Officers, as such, shall not receive any remuneration for their services although, by resolution of the Board, expenses or any portion thereof may be allowed for their attendance at meetings of the Board.
12. Each director may hold only one (1) position on the Board at any one time. Each Director shall have one (1) vote at meetings of the Board, except that the President shall not vote other than to break a tie vote. The same stipulation shall apply to a Vice-President acting as Chairman in the absence of the President. Any Board position which becomes vacant must be filled as quickly as possible, in accordance with article 16 below.
13. All officers, other than the Past President, shall be elected for two (2) year terms of office at an Annual General Meeting of Members to the offices indicated below. The President, Vice President of Technical, Vice President of Member and Club Relations shall be elected in even-numbered years and the Vice President of Administration, Vice President of Finance, Vice President of Competition, and Vice President of Communications shall be elected in odd-numbered years. "Off-cycle" positions on the Board that are vacant at the time of the Annual General Meeting election shall be elected to complete the remainder of the two (2) year term. To be elected to a position a member requires a majority of the votes cast. If necessary, a series of ballots shall be conducted by the Chairman of the Membership Committee or his delegate. The President may



not hold office longer than two (2) consecutive two (2) year terms. No such restrictions shall apply to other elected positions.

The order of elections shall be:

1 - *In even-numbered years:*

- a. the President;
- b. the Vice-President of Technical;
- c. Vice President of Member and Club Relations;

2 – *In odd-numbered years:*

- a. the Vice President of Administration;
- b. the Vice President of Finance;
- c. the vice President of Competition; and
- d. the Vice President of Communications.

14. The Board of Directors may exercise all powers of Biathlon Ontario as are not, by the Canada Corporations Act or by these bylaws, required to be exercised by the membership at general meetings, including but not limited to the following:

- a. to carry on business of Biathlon Ontario under the guidance of the President and in accordance with direction from the members at the Annual General Meeting of Biathlon Ontario;
- b. to make, vary, or repeal regulation for carrying out the objects of Biathlon Ontario;
- c. to form an Executive Committee which may exercise such powers of the Board as are delegated to it from time to time;
- d. to appoint such standing committees, (reporting to the assigned Vice President) as it may decide assist or promote any object of Biathlon Ontario;
- e. to establish such offices, appoint such agents and engage such employees as it shall deem necessary from time to time to assist with the pursuit of the objects of Biathlon Ontario, and such persons shall have such authority and shall perform such duties as shall be prescribed by the Board; and
- f. to authorize expenditures on behalf of Biathlon Ontario from time to time and to delegate by resolution to an officer or officers of Biathlon Ontario the right to employ and pay salaries to employees.
- g. to make expenditures for the purpose of furthering the objects of Biathlon Ontario.
- h. to enter into trust arrangements with Trust companies for the purpose of creating trust funds from which capital and interest may be made available for the benefit of Biathlon Ontario in accordance with such terms and conditions as the Board may prescribe.
- i. to take such steps as they shall deem requisite to enable Biathlon Ontario to receive donations and benefits for the purposes of furthering the objects of Biathlon Ontario.

15. Every director who has any direct or indirect interest in a decision of the Board shall:

- a. declare his interest at the first meeting of the Board after which he became interested or aware of any such interest;
- b. request that his declaration be recorded in the minutes of the meeting; and

c. not vote on any resolution or participate in any discussion with respect to the resolution concerning the issue in which he has declared his conflict of interest.

16. The position of any Director or Officer shall be automatically vacated:

a. if the Director or Officer resigns his office by delivering a written resignation to the Secretary or President of Biathlon Ontario;

b. if, at a meeting of the Board, the Board, by a three-quarters majority vote of a quorum thereof, approves the removal from office of such Director or Officer; or

c. on the death of such Director or Officer;

provided that if any vacancy shall occur for any reason contained in this paragraph, the Directors may by resolution fill the vacancy with a member of Biathlon Ontario in good standing. Any such action taken by the Board pursuant to this paragraph shall be subject to review at the next Annual General Meeting, and any person appointed pursuant to this paragraph shall not retain such appointment beyond the conclusion of such annual meeting unless duly elected to the same at such meeting. The Executive Committee may similarly by resolution fill a vacancy on the Executive Committee, subject to review and approval at the next meeting of the Board.

17. Upon election at the first Annual General Meeting of members, the Board of Directors then elected shall replace the provisional Directors named in the letters patent of Biathlon Ontario.

18. The Executive Committee, hereinafter referred to as the Executive, unless otherwise decided by the Board, shall consist of the following Officers:

a. the President;

b. the immediate Past President as an ex-officio member;

c. the Vice President of Administration;

d. the Vice President of Finance.

19. If the immediate Past President is elected as an officer pursuant to Article 13, then the position of immediate Past President shall not be filled for that year.

#### DUTIES OF OFFICERS

20. a. President. The President shall be charged with the general supervision of the administration, the management and control of Biathlon Ontario, the calling of all General, Special, Board and Executive meetings thereof, and shall preside at all such meetings. The President shall be the Chairman of the Board and of the Executive, and an ex officio member of all committees and sub-committees. The President shall be empowered to invite such members of Biathlon Ontario, or other persons, as he deems advisable to any meeting of the Corporation, and he shall ensure that all orders and resolutions duly passed at the meetings of Biathlon Ontario are carried into effect.

20. b. Immediate Past President. The immediate Past President shall act in an advisory and consultative capacity to the President and other Officers of the Corporation, and shall provide an historical sense of direction. The immediate Past President shall not be voted in, but shall have the option of filling this position for a maximum term of one year, and shall make his decision known to the members at the Annual General Meeting upon stepping down as President.

21. Vice-President of Administration. The Vice-President of Administration shall oversee and coordinate the administrative functions of Biathlon Ontario and report on the same as required at meetings of the Executive. This position shall be responsible for the maintenance and safekeeping of the records and archives of Biathlon Ontario. This shall include oversight of the Secretary who shall be responsible for the recording of minutes at all General, Board and Executive Meetings. The Vice President of Administration shall maintain a current manual on Biathlon Ontario's policies and procedures, shall advise the President on matters of protocol and procedure, and shall perform such other duties as may be prescribed by the Board or the President. The Vice President of Administration shall bring to the Board the reports of the Chairmen of any Committees as may be assigned to him, such as the Policy Review Committee. He shall be the first Vice-President and shall assume the duties and exercise the powers of the President in the absence from meetings or incapacity of the President, and shall perform such other duties as shall from time to time be assigned to him by the Board.

22. Vice President of Finance. The Vice President of Finance shall oversee and coordinate the financial functions of Biathlon Ontario, including those of the Treasurer, and to bring to the Board the reports of the Chairmen of any Committees as may be assigned to him, such as the Funding Programs and Sponsorship Committees. The Treasurer shall be responsible for the overall financial planning of Biathlon Ontario, and shall monitor receipts and expenditures to ensure that Biathlon Ontario remains in a viable financial position at all times. He shall render to the President and Board at meetings thereof, or whenever they may require it an account of all financial transactions and the financial position of Biathlon Ontario. The Vice President (Finance) shall be the second Vice President and shall assume the duties and exercise the powers of the President in the absence from meetings or incapacity of both the President and the First Vice President. He shall perform such other duties as may from time to time be assigned to him by the Board

23. Vice-President of Technical. The Vice-President of Technical shall oversee and coordinate the technical functions of Biathlon Ontario and report on same as required at meetings of the Board. The Vice-President of Technical shall bring to the Board the reports of the Chairmen of any committees as may be assigned to him, such as the Athlete Development and Selection Committees. The Vice President (Technical) shall be primarily responsible for the development of Athletes and Coaches within Biathlon Ontario. He shall perform such other duties as shall from time to time be assigned to him by the Board.

24. Vice President of Competition. The Vice President of Competition shall be responsible for approving and coordinating all Biathlon Ontario sanctioned races to ensure compliance with the Biathlon Ontario Hosting Policy and shall report on such races to the Board. The Vice President of Competition is responsible for officials development and assignment of officials to Biathlon Ontario races. He shall bring to the Board the reports of the Chairmen of any committees as may be assigned to him such as an Officials Committee and Ontario Winter Games Committee. He shall perform such other duties as may from time to time be assigned to him by the Board

25. Vice President of Communications. The Vice President of Communications shall be responsible for the Public and Media Relations, Promotion and Marketing, and Membership Communications. He shall be responsible for the oversight of the webmaster function to ensure that the Biathlon Ontario website presents a professional appearance and that the content is informative and of a timely nature. He shall bring to the Board the reports of the Chairmen of any committees as may be assigned to him, such as Public and Media Relations, Promotion and Marketing, and Membership Communications. He shall perform such other duties as may from time to time be assigned to him by the Board

26. Vice President of Member and Club Relations. The Vice President of Member and Club Relations is responsible for the function of the Membership Coordinator, which includes maintenance of the Membership records, member recruitment, and recruitment and coordination of volunteers. The Vice President of Member and Club Relations is responsible for liaison with the Member Clubs of Biathlon Ontario, through their selected representative, to ensure that their opinions are heard and that the needs and concerns of the Member Clubs are met by the Board. He shall bring to the Board the reports of the Athlete Representative, and of the Chairmen of any committees as may be assigned to him, such as Membership, and Club Representatives. He shall perform such other duties as may from time to time be assigned to him by the Board

## MEETINGS AND VOTING

27. The Annual General Meeting of the members of Biathlon Ontario shall be held at the head office of Biathlon Ontario or elsewhere in Canada as the Board may designate. Notice of the date and location shall be given not less than three (3) months in advance of the meeting. The meeting agenda must be circulated to all voting members not less than thirty days (30) prior to the meeting.

28. A Special General Meeting of the members of Biathlon Ontario may be called if deemed necessary by the President. Notice of the date shall be given sixty (60) days in advance of the meeting and of the location thirty (30) days in advance of the meeting. The meeting agenda and sufficient information to permit members to form a reasoned judgment on any decisions to be taken must be circulated to all voting members not less than fourteen (14) days prior to the meeting. With the written agreement of all the voting members, or their authorized representatives, the above notice requirements may be waived for a Special General Meeting.

29. All members shall be entitled to attend any General or Special General Meeting of Biathlon Ontario. Votes shall be cast only in accordance with the following formula. Proxy votes are acceptable if evidenced in writing, on the prescribed form. Only a voting member of Biathlon Ontario may be a proxy holder. The proxy form must be given to the Secretary (or designate) prior to or at the General Meeting. No other form of proxy will be accepted. The notice of meeting shall include a reminder of the right to use a proxy. Each eligible member attending shall have one vote.

30. The overall numerical membership shall be in accordance with the number of members in good standing as of fourteen (14) days prior to the meeting, and such numerical membership shall be based upon paid-up memberships on records kept by the President, or whomever he may delegate to keep such records.

31. An accreditation of all votes shall be conducted at all General Meetings, prior to any vote taking place. The President is empowered to propose solutions to disputes regarding accreditation and such solutions shall be final and binding once passed by a majority of a quorum of the Board.

32. For any General or Special General Meeting a quorum shall be comprised of a minimum of ten (10) voting members of Biathlon Ontario.

33. At his discretion, the President shall convene meetings of the Board. The meetings may be convened at any time and place provided that written notice of such meeting and the agenda for the meeting be sent thirty (30) days in advance to each Director. Thirty days' notice shall not be necessary if all Directors waive the requirement therefore in writing. Meetings by conference call or other electronic means may be held provided that all directors consent, and seven (7) days notice of such meeting is given, and this notice may be verbal. This notice requirement may be shortened in an emergency upon the verbal agreement of all of the Directors. The President is required to convene a meeting of the Board upon written petition signed by a majority of the Board members.

34. 1. Board Meetings are attended by the Executive, all other vice presidents, Secretary, and Treasurer, as well as any Standing Committee Chairmen, and any other Committee, employee or other person that the President may invite. Any fully paid-up member may also attend as a spectator only.

2. Except as otherwise provided for by the Canada Corporations Act or by this by-law, any meeting of the members, Directors, Executive Committee, or any other committee of Biathlon Ontario may be held with some or all persons attending the meeting through teleconference or by other electronic means, provided that such communication means permits all persons at the meeting to communicate adequately with each other. For any such meeting:

a. a minimum of fifty (50) percent (%) of those entitled to attend and vote at the meeting need to approve the holding of such meetings;

- b. the means used must permit the chairman to confirm that quorum is present and to record votes;
- c. each potential attendee should have equal access to the technology used and should consent in advance to the specific means of communication to be used.

35. The Executive shall meet at times and locations decided by the President. Notice of such meetings shall be given to all members of the Executive at least fourteen (14) days in advance of the meeting specifying the date, time and location of the meeting. Fourteen (14) days notice shall not be necessary if all members of the Executive waive the requirement thereof. Each member of the Executive shall have one (1) vote at all Executive meetings, exclusive of the Immediate Past President and the President or acting President. The President or acting President shall only cast a deciding vote in the event of a tie. At his discretion, the President may invite employees or other persons to attend meetings of the Executive, although such persons shall not vote at Executive meetings. The President shall be required to call a meeting of the Executive upon petition to do so signed by a quorum of the Executive. A quorum shall be a majority of the Executive members.

36. Except as otherwise provided for by the Canada Corporations Act or by these bylaws, motions put during any duly called meeting of members, Directors, Executive Committee or Standing Committees of Biathlon Ontario, shall be determined on the basis of a simple majority of votes cast at said meeting.

#### AFFILIATIONS

37. Subject to the approval of the Board, Biathlon Ontario may enter into affiliations with other corporations, associations or government bodies for mutual benefit. The terms of such affiliations will be decided upon by the Board and may include, without being limited to, representation of such corporation, association or body, without voting privileges, at Board or General Meetings.

#### FINANCIAL

38. The fiscal year of Biathlon Ontario will be from May 1 of one calendar year to April 30 of the following calendar year. The members shall, at each Annual General Meeting, appoint an auditor to audit the accounts of Biathlon Ontario, to report the results of each audit to the members and to hold office until the next Annual general Meeting provided that the Board of Directors may fill any casual vacancy in the office of auditor. The remuneration of the auditor shall be approved by the Board of Directors. The annual audit shall be conducted not more than sixty (60) days following the end of each fiscal year.

39. The routine financial transactions of Biathlon Ontario shall be conducted by whomever the President may appoint to fulfill such function, and said person or persons shall be empowered to receive and expend funds under terms and conditions which shall be decided upon by the Board and amended from time to time as the Board see fit to do, with such terms and conditions being in accordance with policies and procedures approved by Biathlon Ontario. Financial transactions beyond the powers allocated in the manner detailed above shall be voted on at a duly called meeting of the Board.

40. Membership in Biathlon Ontario shall be subject to the payment of such fees as the Board may determine and from time to time amend. Such fees may vary according to the nature and type of membership.

41. The Corporation Seal shall be kept at the Head Office of Biathlon Ontario or at such place as the Directors may from time to time determine.

#### SIGNATURE AND CERTIFICATION OF DOCUMENTS

42. Contracts, documents or any instruments in writing requiring the signature of Biathlon Ontario, other than those of a routine nature concerning the day-to-day business of Biathlon Ontario shall be signed by the Treasurer and the President or a Vice-President or other member appointed by the Board for the purpose and

any such contracts, documents or instruments in writing so signed shall be binding upon Biathlon Ontario. The seal of Biathlon Ontario when required may be affixed to contracts, documents and instruments in writing.

#### RULES AND REGULATIONS

43. The Board may prescribe such rules and regulations, not inconsistent with these bylaws, relating to the management and operation of Biathlon Ontario as they deem appropriate, provided that such rules and regulations shall have force and effect only until the next Annual General Meeting of the members of Biathlon Ontario when they shall be confirmed, and in default of confirmation at such annual meeting shall, at and from time to time, cease to have force and effect.

#### STANDING COMMITTEES

44. The Board is empowered to establish such permanent, or Standing, Committees as it deems necessary to assist with the carrying out of the objects of Biathlon Ontario. The mandate and guidelines for the Standing Committees shall be decided by the Board and amended from time to time as the Board deems necessary.

45. The members of each Standing Committee shall be members of Biathlon Ontario and shall be selected by the respective Chairman taking into account the expertise required, geographical representation and financial considerations.

46. The Chairmen of Standing Committees are free to establish such sub-committees as they deem necessary, including the terms of reference thereof.

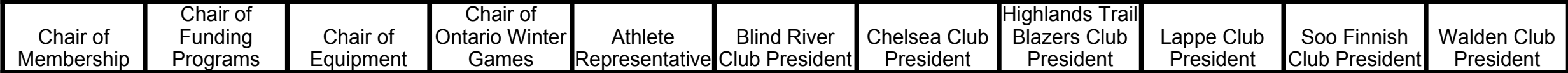
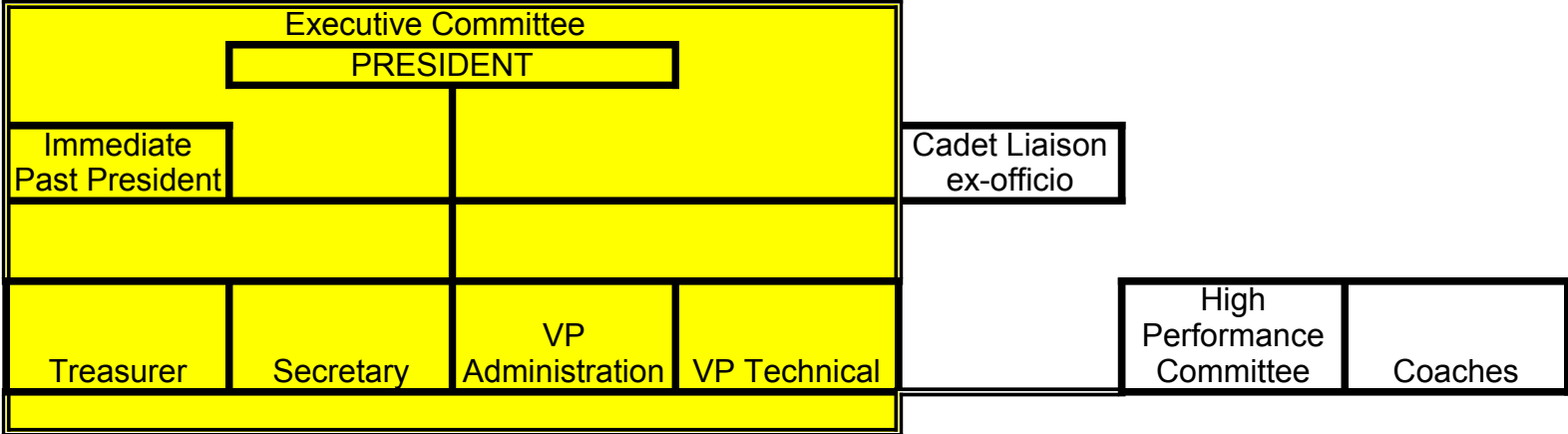
#### AMENDMENTS TO THE BYLAWS

47. The Bylaws not embodied in the letters patent may be repealed or amended by Bylaw enacted by a majority of the Directors at a meeting of the Board of Directors and sanctioned by an affirmative vote of at least two-thirds (2/3) of the members at a meeting of the membership duly called for the purpose of considering said Bylaw. The repeal or amendment of Bylaws embodied in the letters patent shall not be enforced or acted upon until the approval of the Minister of Consumer and Corporate Affairs has been obtained.

48. Any proposed amendment must be circulated to all members of Biathlon Ontario at least thirty (30) days prior to a duly called meeting at which it is proposed to vote upon the adoption of such amendment.

Approved by the Board of Directors  
April 29, 2009

**BIATHLON ONTARIO ORGANIZATION CHART – current structure (prior to 2009 AGM)**  
**BOARD OF DIRECTORS**



**BIATHLON ONTARIO ORGANIZATION CHART – new structure (post 2009 AGM)**

**BOARD OF DIRECTORS**

