



**2018**

# **Annual General Meeting Booklet**

**Bicycle Newfoundland & Labrador**

# **AGENDA**

## **Bicycle Newfoundland & Labrador Annual General Meeting**

Date: Saturday, April 7, 2018  
Location: Swilers, 100 Crosbie Road, St. John's  
Time: 10AM-12Noon

- 1) Call to Order/Welcome
- 2) Adoption of 2017 Annual General Meeting minutes for BNL
- 3) Report
  - Annual Report by President
  - Year End Financial Report
- 4) Proposed Amendments to Constitution & Bylaws
- 5) Nominations Report & Election of Directors
- 6) Discussion
- 7) Closing Comments
- 8) Adjournment

# MINUTES ANNUAL GENERAL MEETING

## Bicycle Newfoundland & Labrador

Date: Saturday, April 1st, 2017  
Location: Swilers Club, 100 Crosbie Road, St. John's  
Time: 1000-1200hrs.

### Registration of Attendees

|                   |                 |
|-------------------|-----------------|
| Kevin Flynn       | Andrew Butt     |
| Leon Organ        | Lawrence Penney |
| Laura Flynn       | Will Fitzgerald |
| Michael Whittle   | Ted Correa      |
| Ryan Butt         | Kevin Baldwin   |
| Rob Pittman       | Gary Burden     |
| Erik Skoglund     | Mick Cutler     |
| Paul Collett      | Andy Poole      |
| Christine Elliott |                 |

### Call to Order

Kevin Flynn called the meeting to order at 1005hrs.

### Welcome by the Chair

Kevin Flynn welcomed everyone to the BNL Annual General Meeting.

### Adoption of 2016 Annual General Meeting minutes for BNL

- The minutes of the 2016 Annual General Meeting minutes for BNL had previously been circulated to the membership. There was no business arising from the minutes.  
No errors or omissions were noted.  
*Moved by Leon Organ and seconded by Laura Flynn that the minutes be adopted as read. Motion carried.*

### Reports

- Annual Report by President  
Leon gave a verbal report during which he highlighted some of the challenges and activities of BNL over the past year and answered related questions.
- Year End Financial Report

Leon outlined the highlights of the 2016 financial report for BNL. A question was raised regarding the high expense paid for AMBA bridge construction. Leon explained that the expense was related to a grant made specifically for the bridge construction and was not part of the BNL operating funds for the year.

### **Amendments to Constitution & Bylaws**

- Kevin explained that a committee of volunteers had been working on revisions to the BNL Constitution & Bylaws for the past few months. These proposed changes were subsequently posted on the BNL website and forwarded to the membership for feedback.

*Moved by Leon Organ and seconded by Laura Flynn that the proposed changes to the 2009 BNL Constitution & Bylaws (as circulated to members and posted on the BNL website) be accepted. Motion carried.*

### **Nominations Report & Election of Directors**

- Leon Organ (Elections Officer) outlined the results of the call for nominations for the BNL Board Directors as below:

| <b>Director Positions</b>            | <b>Nominees</b> |
|--------------------------------------|-----------------|
| President                            | Kevin Flynn     |
| Past President                       | Leon Organ      |
| Treasurer                            | Don Boyles      |
| Secretary                            | Laura Flynn     |
| Marketing/Communications & Community | Michael Whittle |
| Non-Competitive Cycling              | Rob Pittman     |
| Competitive Cycling                  | Ryan Butt       |
| Women's Cycling                      | Erin Cameron    |
| Youth Cycling                        | Andy Poole      |

As well, regional representatives as appointed by the board were:

| <b>Regional Representative Positions</b> | <b>Appointed by the Board</b> |
|--|-------------------------------|
| Eastern                                  | Rob Pittman                   |
| Central                                  | Paul Collett                  |
| Western                                  | Christine Elliott             |
| Labrador                                 | Erik Skoglund                 |

- Leon reported that no other nominations were submitted in writing within the 10 day requirement as outlined in the Constitution and Bylaws and as indicated in the information sent to members and posted on the BNL website. Since none of the above positions were contested, the positions could be accepted by acclamation.

*Moved by Mick Cutler and seconded by Laura Flynn that the nominees for Board of Directors be accepted by acclamation. Motion carried.*

## **General Discussion** (See below)

### **Closing Comments**

Kevin indicated that the goals for the coming year include work on governance and strategic planning. He highlighted the importance of BNL working together with various cycling groups in order to grow BNL and to advocate for cycling in the province. Kevin thanked participants for attending and contributing to the meeting. He also congratulated the new board members and stated that he looked forward to working with them to further develop youth, women and seniors cycling as well as the coaching program in the province.

### **Adjournment**

The meeting adjourned at 1145hrs.

### **Highlights of General Discussion:**

- Importance of grass roots development for BNL discussed.
- Coaches must complete at least a basic coach certification course.
- Background checks
  - Suggestion that BNL require background checks for those working with children (for follow-up)
- Anyone signing up as a BNL member can sign up as a technical member at no cost. They will then be covered as a coach on their insurance.
  - Anyone needing their membership designation changed may contact Ryan Butt.
- BNL membership covers volunteers and participants in case of injury.
- Coaching Certificates
  - One participant inquired if coaching certificates from other countries are recognized in Newfoundland. Need to contact an NCCP representative.
- Women's cycling (Erin Cameron)
  - Erin would like to connect with women cyclists in the province in order to build capacity. Anyone with names of women cyclist groups asked to forward to Erin.
- Competitive cycling (Kevin Baldwin)
  - Need to advocate on behalf of competitive cycling. BNL primarily exists to promote competition. Resources for this initiative are available at the national level. BNL needs to reach out to Cycling Canada.
- Amateur world club qualifier (Ryan Butt)
  - Funding is available at the provincial level, primarily for competition but not totally as the funding has a wider perspective.
- Canada Games (Kevin Baldwin)
  - Grants from Canada Games are an important source of funding for BNL. Sending competitors to national championships increases funding opportunities.

- Cycle for Sight (Lawrence Penney)
  - Will be held in St. John's July 30 this year - 25, 50, 75 or 100 km rides
  - Lawrence can be contacted for more information
- Membership in BNL (Mick Cutler)
  - BNL needs to clarify what the organization offers to members so as to attract cyclists to join

# **Annual Report from President - Kevin Flynn**

## **Bicycle Newfoundland & Labrador**

### **April 1, 2017 - March 31, 2018**

#### **MEMBERSHIP**

I would like to acknowledge Bicycle Newfoundland and Labrador (BNL) members for having purchased a general membership or a UCI license in 2017. Membership grew from 102 in 2016 to 348 in 2017, a phenomenal growth of 241% (See "Analysis of BNL membership 2017").

The growth in membership can be primarily attributed to the increased number of sanctioned competitive races and approved recreational events. Clearly, cyclists are looking for organized events. We are hoping for a further increase in organized events this upcoming year. The increase in membership indicates that the sport is becoming more popular from a competitive and recreational perspective. The expanded membership also provides a stronger voice for cyclists.

#### **BOARD OF DIRECTORS**

I would like to thank the Board of Directors and the Regional Representatives for their commitment and hard work towards promoting bicycling and the work of BNL in the province. Thank you as well to the many volunteers who assisted with competitive and non-competitive events or who did background work in the other less obvious areas (e.g. website work, graphic design, etc.).

During the past year the Board of Directors made a change to one of the director positions. The Community Director position changed to Director of Coaching and this change is included in the "Proposed Amendments to the BNL Constitution and Bylaws 2018" to be voted on at the Annual General Meeting. When Newfoundland and Labrador had only one team of a possible four at the 2017 Canada Summer Games, it became evident BNL needed to focus more strongly on team development and coaching. BNL is currently developing a strategy to find more coaches which in turn should help to identify and develop more athletes.

In 2017, the Board of Directors and Regional Representatives participated in training workshops on Governance and Strategic Planning which were facilitated by the Department of Tourism, Culture, Industry and Planning. Members learned about their roles and responsibilities as directors of a non-profit board. These initial meetings and their outcomes laid the foundation for follow-up work on the development of a strategic plan for the organization.

To facilitate the identification of strategic issues, BNL engaged in a SWOT (strengths, weaknesses, opportunities and threats) analysis in advance of the strategic planning

workshop where priority areas of concern and opportunity were identified. The new strategic plan for BNL spans a three-year time frame, from January 2018 to December 2020. It includes a vision and mission statement, a mandate and strategic directions for the organization.

The strategic directions outlined below represent a consensus of expressed ideas and inputs from board directors and regional representatives:

1. Education and Awareness
2. Organizational Governance
3. Marketing and Communications
4. Financial Sustainability
5. Partnership Development

Each of these directions includes associated objectives, actions and timelines. On an annual basis, the BNL Board will monitor progress in these strategic directions as a core component of its work. Together, we can become even stronger and more effective.

### **CHANGE IN FEE STRUCTURE**

BNL membership fees increased for 2018 as the result of a rise in insurance rates and associated Cycling Canada fees over previous years. Attached is a breakdown of the fee structure for 2017 and 2018. Even with these fee increases, BNL has the lowest cost for membership among the provincial cycling associations in Canada.

| <b>BNL Membership Fees - 2017</b>     |            |
|---------------------------------------|------------|
| <b>Age Category</b>                   | <b>Fee</b> |
| UCI Adult (19+)                       | \$45       |
| UCI Junior (17-18)                    | \$40       |
| UCI Youth (U17)                       | \$30       |
| General Membership (all ages)         | \$30       |
| <b>New BNL Membership Fees - 2018</b> |            |
| <b>GENERAL MEMBERSHIP</b>             |            |
| <b>Age Category</b>                   | <b>Fee</b> |
| Under 19 years of age                 | \$25.00    |
| 19+ years of age                      | \$35.00    |
| <b>UCI RACING LICENSE</b>             |            |
| <b>Age Category</b>                   | <b>Fee</b> |
| UCI under 17 years of age             | \$40.00    |
| UCI 17+ years of age                  | \$65.00    |

### **ONE METRE RULE**

During the past year BNL started a campaign to lobby the provincial Government to introduce into law the "One Metre Rule". This law would prohibit drivers from passing anyone travelling on their bicycle in the same direction, unless there is at least one



metre of open space between the vehicle and the bicycle. Letters were exchanged with Minister Sherry Gambin-Walsh (Service Newfoundland and Labrador). A meeting was also held with the Registrar of Motor Vehicles. Both parties are waiting for a report from a national working group, the Vulnerable Road Users Task Force, prior to engaging in further discussion. In addition, meetings were held with MHA Cathy Bennett member for the District of Windsor Lake and MHA Colin Holloway for the District of Terra Nova. To gather support for the "One Metre Rule", BNL engaged in meetings with the following organizations and communities, all of which indicated support for the cause:

Sports NL  
City of St. John's  
Town of CBS

Safety NL  
City of Mt. Pearl

Municipalities NL  
Town of Paradise

### **NEW BNL WEBSITE**

As a website is the face of an organization, BNL decided to have a new website created by a professional website designer. Following a review of three quotes, the board selected josmonddesign ([www.josmonddesign.com](http://www.josmonddesign.com)) located in Corner Brook to complete the project. Board members and regional representatives contributed to the website content. The site is scheduled to be up and running by May, 2018.

### **CANADA GAMES**

The Canada Games NL Cycling team consisted of five competitors - Colin Fowlow, Caleb Winn, Josh Veber, Ian Coxin and Kip Deeley. Jordan Baird was the head coach. Christine Elliott and Peter Ollerhead were assistant coaches. I would like to acknowledge the NL Canada Games athletes and coaches for their efforts and commitment to the sport. I would also like to thank the parents and other loyal supporters of the team.

Leading up to the games there were many highlights for the NL team. Caleb, Ian, Josh and Kip started off the year with a spring camp in Corner Brook where athletes logged some long miles on the road and completed sessions on mental preparation, strength maintenance and nutrition - fueling for training and competition. All of these athletes also completed five races in NL and travelled to Nova Scotia to participate in races with athletes from the other Atlantic Provinces.

Caleb Winn achieved a number of personal goals this past year and was a role model for younger athletes and to the rest of the team. His positive attitude and work ethic is one of the reasons for a very successful year of racing.

Colin Fowlow, originally from Corner Brook, signed on and made a move to B.C to ride for the Dr. Walker Sports Chiropractor Cycling Team training out of Pacific Cycling Centre in November 2016. Colin continues to impress all of us because in October 2017 he was named to the Trek Red-Truck Road Cycling Team based out of B.C. This is a huge step for Colin in his cycling career and a very proud moment for BNL.

Competition at the Canada Games continues to be at a very high level. The U-23 age category in the sport of cycling creates stiff competition.

From the preparation phase to the final race week, coaches were honoured to watch athletes put all of their training to the test at a national competition. All of our athletes performed very well and all achieved "Personal Bests" at the Summer Games. During the road race, Caleb, Ian, Colin and Josh all stayed in the chase pack, finishing the tough/ technical 120 km course in 38-40 degree temperatures in 2 hours and 40 minutes (averaging over 42 km per hour). At points during the race they clocked well over 100 km per hour. All of these athletes have showed us how strong they are and how much their handling skills have improved over the 4 year training period.

The coaching staff made the following recommendations to prepare for the next Canada Games competition:

1. Continue working on early recruitment. We have come a long way and are headed in the right direction with a growth in youth membership and an increase in competitive events.
2. Develop a strategy to identify female athletes and to develop and prepare these athletes for the next Canada Games in 2021. (Christine Elliott has done an amazing job with the female athletes and we need to build on that).
3. Continue to recruit coaches and ensure that they complete the NCCP program. (Identifying a Director of Coaching is a positive step).
4. Recruit and develop athletes in the sport of mountain biking with the goal of having a Mountain Bike team to compete at next Canada Games in 2021.
5. Create a four-year plan for identification of athletes and sources of funding to allow athletes the experience to race against Atlantic and national athletes.

## **PARTNERSHIPS**

BNL has many partnerships. For example, it is a member of Cycling Canada <http://www.cyclingcanada.ca/> the national governing body of cycle racing in Canada. It is also a member of Canada Bikes [www.canadabikes.org](http://www.canadabikes.org) a not-for-profit corporation which has a mandate to encourage Canadian residents of all ages to cycle more often for transportation, recreation and touring by making cycling attractive, safe, accessible and convenient across the country. In addition, Canada Bikes has developed a National Bicycling strategy with a clear framework for the development of cycling in Canada.

BNL is also a member of Newfoundland T'Railway <http://www.trailway.ca/> and has a representative on the board representing non-motorized activities. The Newfoundland T'Railway Council is a non-profit corporation dedicated to the development of a recreational trail from St. John's to Port aux Basques using the old Canadian National railway line. Its mandate is to promote multi-use trail development and to preserve abandoned railway lines for future use, such as hiking, biking, equestrian, snowmobiling and cross-country ski trails.

BNL has also partnered with various cycling shops in Newfoundland and Labrador to offer a 10% discount on non-sale bicycle accessories such as clothing and other items at the discretion of the shop (excludes bicycles). The discount is available to current members of BNL.

Bicycle Newfoundland and Labrador is interested in increasing the number of partnership relationships in this upcoming year - partnering with organizations that support the mission, mandate and objectives of BNL.

## **REGIONAL ACTIVITIES**

BNL members in each region of the province were very active in organizing sanctioned and approved events. I would like to acknowledge the hard work of these dedicated volunteers who help promote the sport of cycling.

### **Eastern**

A variety of events, both competitive and recreational, were held in the Eastern region in 2017. A note of thanks to all those who helped organize and/or assist with the events outlined below:

- Short Track - This year's inaugural Short Track Series was a rousing success. Over the course of several weeks, riders, young and old, came together for a whole lot of cycling fun! The same team that brought the Pippy Park Snowbike to life were successful in putting together a fun, simple evening of races each Thursday throughout the duration of the series. Numbers grew each week, mostly among the young children.
- SportNL KidsExpo (June 3-4, 2017) - The 6th annual SportNL Kids Expo was held on June 3-4, 2017, at the Techniplex in St. John's. BNL showcased the sport of cycling by providing an opportunity for children to ride bicycles on trainers. BNL volunteers answered questions from children and parents and distributed handouts. The event was very well attended with high interest in the bicycle trainers.
- Pouch Cove Classic - This year, the Pouch Cove Classic was treated to some great weather and even better racing! Chilly temperatures didn't keep riders off the road, with a heart pounding photo finish among top riders from the East Coast.
- Cyclocross - Another first for the region, this year's Windy City Cyclocross was another achievement for the East Coast. Taking place over three weeks on the Confederation Building's front lawn, each week drew bigger crowds despite the dropping temperatures -- and snow! There is a solid indication that Cyclocross is here to stay in the province.

- The Seniors' Ride was a success as members gathered on Wednesday mornings to cycle, socialize and of course have a coffee while getting a wonderful ride. As the weather was very cooperative, the ride, which began in late May, continued until early December and participants supported the local bicycle stores as they purchased suitable apparel for the cooler fall days. The ride will commence again in early spring 2018.
- The Trepassey Posse, a two-day cycling ride in the southern Avalon, became an approved event for BNL in 2017. Participants braved the challenging hills of the Southern Shore and a bit of fog and drizzle thrown in for good measure. The ride is a BNL approved event again for 2018.
- In the fall of 2017, BNL joined forces with NL-VISRA to organize a two day cycling training session for the visually impaired and para-cyclists. The event took place at the Pearl Gate Track and Field Club in Mt. Pearl. BNL members learned the skills of being a pilot for a tandem bicycle team. Members of NL-VISRA and Para-cycling have been attending spin classes over the winter with a view to participating in BNL events, both competitive and recreational, in 2018.
- " Women on Wheels" rides had some success throughout the year. There is a need for more women to organize and lead these rides for 2018 as there is definitely an interest in keeping them going.

## Central

- In the 2017 season, central Newfoundland hosted a variety of events in different disciplines reaching out to several communities. Grand Falls-Windsor hosted their annual Falls Flash race weekend in June with a XC Mountain Bike race, a road time trial, and a Road circuit race. The weekend was well attended by NL standards and Grand Falls-Windsor has a great cycling community going. In fact, the new ski trails and chalet in Grand Falls-Windsor is going to be a year round facility where cycling is encouraged in the summer. A great facility to have in Central!
- Gander's Lakeside Cycling Club held their weekly group rides and bi-weekly time trials from May through October. Many new cyclists came out and joined in the rides. The season ending 40km Time trial did have a lower turn out than in the previous year, but those who participated in the 40km event had a great time and winners took home the coveted blueberry pies! The Gander cycling community has also been having meetings with town and is currently planning the development of a pump track area within the town's main recreational area and are also planning the development of sanctioned mountain bike trails in the area of the former downhill ski club. Physical work on both sites will begin in the Spring 2018.
- The largest and most significant event in the Central region has been the growth of the Sprockids programs. Communities all across Central have really latched

onto the kids cycling program and have grown the sport at the grassroots level. Literally hundreds of young cyclists across the region have participated in the multi week programs. The East Port Peninsula and Gander Sprockids groups held a season ending jamboree on the Thomas Howe Demonstration Forest trails that saw over 70 children participate in several mini races. In addition, the Sprockids program went on the road and a training session was held in St. John's with 10 adult participants.

## **Western**

- The Western Region held a variety of events from early spring up to mid October. The Bonne Bay Loop was scheduled for May 21st but unfortunately was cancelled due to high snowfall and power outages during the weekend. The Bonne Bay Loop is a fantastic event that appeals to riders of all levels thanks to the beautiful scenery as well as multiple course options. The live music, BBQ, and cold beverages at the end of the ride don't hurt either!
- The very successful Mudslide + Frost 'n Furious Mountain Bike Races took place in the spring, summer and fall. The attendance averaged 20 -25 participants per event. The west coast mountain bike races take place on race courses located in Prince Edward Park and Massey Drive. The two Mudslide races are the spring series while the Frost 'n Furious is composed of a two race fall series. All four races were a set-timed race, with the winner completing the most laps. There is a lot of growth in the mountain biking community and we feel quite optimistic about these events!
- The Impact Road Race/ Time Trial Time Trial was a two day event scheduled in early June and was very well attended with 35-40 each day. The event takes place in both Steady Brook and Pasadena. Steady Brook hosts the Time Trial while Pasadena hosts the main event, the Road Race. The event is well attended by a variety of riders from across the province.
- The Father's Day Duathlon is held on Father's day each year and is a great way to celebrate Father's Day. The town of Steady Brook also hosts this event. The event course utilizes the bike route as the Impact Time Trial and the runs use the running trails in the area.
- The Tour du Port au Port Time Trial is a two day stage race scheduled in mid August with a time trial along Port Harmon in Stephenville on day 1 and followed by a road race on day 2. The road course involves a 112km loop around the hilly and scenic Port au Port Peninsula. The event always draws riders from across the province and the event was well attended with more than 30 cyclists for the road race. Again this year the weather was true to form providing participants with very wet and windy day conditions.
- The Bike 'n Brew was a new event for this year was held in mid October and was well attended with 15 participants. The event started with a mountain bike

scavenger hunt on the Massey drive trails that was open to all ages. For the adults, the Port Rexton Brewing Company provided an opportunity to taste some of their products.

### **Labrador**

- The Labrador Region was busy in organizing events and developing a cycling park. In June work continued on construction and development of the Town of Happy Valley Bike Park which includes a pump track & short track trail for children and youth. The local sponsors Minipi Outfitters were present at the event and set up a kiosk to provide repair and maintenance training to kids with bikes. The event happened simultaneously with the annual Bike Rodeo sponsored by the RCMP.
- In July three separate touring cyclist groups from the Czech Republic, Montreal and Toronto were greeted when they cycled through Goose Bay. Weekly mountain/fat bike group rides were hosted by Minipi Outfitters & Bike Labrador Cycling Club. Weekly time trials for training for the Goose Deuce Duathlon were held by volunteers & weekly group trail rides continued throughout September.

### **SUMMARY**

Thank you again to everyone who contributed to the work of BNL in the past year. The continued success of the organization is dependent upon the commitment and hard work of the many volunteers throughout the province. BNL looks forward to implementing more of the Strategic Plan initiatives in the coming year.