ANNUAL and Special MEETING MINUTES

Thursday, November 20, 2025	7:30 PM – 8:23 PM
VIRTUAL MEETING	

Minutes of the Annual and Special Meeting of the members of the Mississauga Skating Club Inc. ("the Corporation"), held virtually on November 20, 2025, starting at 7:30 p.m.

Call to Order and Welcome

Sandra Leluk, President of the Corporation [Chair] called the meeting to order, welcoming members and advising this meeting would be recorded.

Notice of Calling

On Sunday, November 2, 2025, the Notice of Calling (Meeting) containing two By-law amendments, together with the agenda, proxy form, slate of members for election, minutes of the Annual Meeting held on Thursday, November 14, 2024, and Zoom link to the Annual and Special Meeting to be held on Thursday, November 20, 2025, were distributed to all members of record as of the close of business on Saturday, November 1, 2025. The Notice was sent to members and the Auditor more than a full 10 days prior to the AGM as per MSC By-law No.1-2023.

With consent of the members present, the President dispensed with reading the Notice of Calling and asked Megan Marchand, Treasurer (acting Secretary) to take the Minutes, confirm that quorum was established and number of guests present.

Verification of Delegates and Proxies to establish Quorum

The acting Secretary reported that 262 members of the Club are registered to date for the 2025-2026 season.

The acting Secretary reported that 35 voting members were registered at the start of the meeting, represented in Person (26) and by Proxy (9), all being members of the Corporation, and entitled to vote.

The acting Secretary reported 2 guests being present and not entitled to vote.

The acting Secretary advised that a quorum of a minimum of 5% membership, eligible to vote, was present, either in person or by proxy and thereby declared the meeting to have been duly and properly constituted for the transaction of business.

Introduction of Current Board Members and Guests

The President introduced the 2024-2025 Board of Directors:

1. Megan Marchand, Treasurer and acting Secretary
2. Alana Burke, Director
3. Miray Mitry, Director
4. Leanne Pilon, Director (Coach)

The President acknowledged the invaluable contributions of the Board in volunteering their time for the continuing success of MSC.

The President introduced two guests who will address the membership, John Nunnikhoven, from Glenn Graydon Wright LLP (auditor) and Aryana Shanab, the Club's Technical Director and this evening's IT support person responsible for conducting the Zoom meeting and setting the voting polls.

Permission of Guests to Address the Annual Meeting

By General Consent, the two guests present, John Nunnikhoven and Aryana Shanab, were permitted to address the membership.

Procedures for Transacting the Business of the Meeting

The acting Secretary, Megan Marchand read the procedures for transacting the business of the meeting, requesting members move formal motions and second said motions during the meeting.

Explanation of Voting Process

The President explained the voting process with polling and use of 'raise your hand' feature for questions/ comments.

Adoption of the Agenda

No additional items were offered to be added to the agenda.

By General Consent, the agenda was adopted as presented.

Approval of the Minutes of the Virtual Annual Meeting held on November 14, 2024

No errors or omissions were noted in the Minutes as written and posted on the club website.

By General Consent, the Minutes of the Annual Meeting held on November 14, 2024 were accepted as written.

Auditor's Report on Audited Financial Statements

MSC's audited financial statements were presented to the members by John Nunnikhoven, from Glenn Graydon Wright LLP and questions were entertained.

Appointment of Independent Auditors

The President requested a motion to re-appoint Glenn Graydon Wright LLP as the Club's auditor until the next annual meeting of members or until a successor is appointed and to authorize the Board of Directors to fix the auditor's remuneration.

Motion made by Leanne Pilon, seconded by Miray Mitry, **motion carried.**

BE IT RESOLVED that Glenn Graydon Wright LLP are approved to prepare MSC's audited financial statements from September 1, 2025 to August 31, 2026.

President's Report

President's Report presented by Sandy Leluk highlighted the Club's progress in community engagement and program development, and the Board's continuing focus on budgets, contracts, policy updates and overall Club operations.
Key milestones: engaging McKinley Solutions to begin developing a Strategic Plan, including Board, Staff and Leadership Development, successful pilot of Intermediate club-coached sessions, re-integrating the Adult Synchronized Skating Program into the club, and hosting a STAR 1-4 Snowflake Event in January 2026.

Sandy thanked our parent volunteers for their important service to our skating community, the skating Directors and Coaches for their diligent work improving our Club and mentoring the next generation of leaders.

Our new board Directors were welcomed and attention brought to MSC's 76th year, celebrating a legacy providing skaters of all ages the opportunity to enjoy a life-long sport.

Approval of Amendment of By-law No. 1-2023 Section 4.01

The President requested a motion to amend the By-law section 4.01 in regards to *Composition of the Board*, by removing the requirement of a Director being a certified professional coach. This will align with the Skate Canada By-law amendment made in November 2024.

Motion made by Miray Mitry, seconded by Megan Marchand, **motion carried.**

BE IT RESOLVED that the By-law No. 1-2023 Section 4.01 has been amended to remove the requirement of a certified professional coach on the board and replace with 'One director on the board may be an NCCP-certified professional skating coach, but this is not a requirement.'

Approval of Amendment of By-law No. 1-2023 Section 8.03

The President requested a motion to amend the By-law section 8.03 in regards to the membership category of *Honorary Member*. The amendment will allow an Honorary Member serving on the Board of Directors for a two-year term an exemption to an annual vote.

Motion made by Alana Burke, seconded by Elaine Zang, **motion carried.**

BE IT RESOLVED that the By-law No. 1-2023 Section 8.03 has been amended to allow Honorary Members serving on the Board of Directors for a two-year term an exemption from the annual vote of Honorary Member until their term is concluded.

Approval of Honorary Members

The President addressed the meeting requesting appointment of the following Honorary Members for the 2025-2026 skating season:

1. Shelly Ellis - Delta Bingo Co-ordinator
2. Elwyn Ellis – Delta Bingo Attendee

Motion made by Latoni Figueroa, seconded by Alana Burke, **motion carried.**

BE IT RESOLVED that Shelly Ellis and Elwyn Ellis are approved as the Honorary Members of the Corporation for the 2025-2026 season.

Retirement of the Board of Directors

The President made a presentation to the members of the Board of Directors – Class II who are required to retire at this Annual Meeting after fulfilling their term.

1. Megan Marchand
2. Leanne Pilon

Election of New Directors

The President presented the slate of three candidates for consideration by the Club's Board of Directors to serve for a two-year term as Class II Directors for the 2025-2027 seasons. They are:

1. Diana Carella
2. Megan Marchand
3. Leanne Pilon

The candidates would join Alana Burke, Miray Mitry and Sandy Leluk, currently serving the second year of their Class I term.

Motion made by Miray Mitry, seconded by Felicia Gow, **motion carried.**

BE IT RESOLVED that the three listed candidates, Diana, Megan and Leanne have been elected to the Board of Directors for a two-year term.

Transaction of Other Business that may Properly Come Before the Meeting

No further items of business were brought forward to discuss.

Termination of Meeting

There being no further business to discuss, the President thanked the assistance of those supporting the Annual Meeting preparation to make the evening a success and the membership for their participation.

The President asked if there was any objection from the membership to terminate this meeting and hearing none, called out for the termination of this Annual and Special Meeting of the Mississauga Skating Club by General Consent at approximately 8:23pm.