

Meeting started at 7:03 PM -

Attendees: Doug Richards, Pierre Dassault, Steve Juniper, Percival Santamaria, Geoff Milan, Lynette Whiley, Juliana Costalonga, Dave Cuthbertson, Jim Burkhardt, Andy Mallinson, John Bachmann, Sat Singh, Pierre Perin, Roy Buchanan, Gus Justo, Heather Owens, Dan Dao, Domingo Casillano, Lee Holland, Jounh Worona, Rani Gill, Michele Torres, John Colautti, Allen McGregor, Kathy Tilley, Jeff Tilley, Judy Todd.

|   | Item                | Discussion/Action  | Motion                            | Carried    |
|---|---------------------|--|-----------------------------------|------------|
| 1 | Call to order       | <ul style="list-style-type: none"> <li>• 43 proxy</li> <li>• 27 present</li> <li>• 70 total</li> <li>• 7:03 pm</li> </ul>  |                                   |            |
| 2 | Accept Agenda       | <ul style="list-style-type: none"> <li>• Doug R. asked if there are questions or additions to agenda - None</li> <li>• Doug R asked for a motion to accept todays agenda.</li> </ul>   | Steve J./ Percival S.             | yes        |
| 3 | Approval of Minutes | <ul style="list-style-type: none"> <li>• Doug R asked for a motion to waive reading of 2022 AGM minutes then asked for motion to accept 2022 AGM minutes.</li> </ul>   | Geoff M./Lee H.<br>John B./Jim B. | yes<br>yes |
| 4 | Treasurer reports   | <ul style="list-style-type: none"> <li>• Paper presented – summary as follows:–</li> <li>• Equity – \$12,909 in cash with \$16,409 in bank &amp; \$3,500 in liability.</li> <li>• Target for equity is 10-12000 as reserve</li> <li>• Pierre D. Asked for a motion to approve 2023 Financial Statements presented</li> </ul>   | Geoff M./Michele T.               | yes        |
| 5 | Touring Report      | <p><b>2023 BCC AGM - VP Touring Report</b><br/> <b>Steve Juniper</b>      2023-10-09</p> <p><b>New membership</b></p> <ul style="list-style-type: none"> <li>• Almost 100 <b><i>new</i></b> BCC members joined us for the 2023 season (98 at last count).</li> <li>• We ran 3 formal Group Riding Clinics, 2 at the Meadowvale GO station and one at the Acton GO station, plus we ran a number of mini-clinics</li> </ul> |                                   |            |

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|      | <p>prior to start of some Beginner Group Rides early in the season. Thanks to John Bachmann, Doug Richards, Pierre Perrin, David Michelin (and others) who helped me out with the riding clinics.</p> <ul style="list-style-type: none"> <li>A number of our new BCC members became regular ride participants with different individuals spread across all our BCC speed groups during the season.</li> </ul> <p><b>Cycle Club App</b></p> <p>We selected and implemented the 3<sup>rd</sup> party “Cycle Club App” to manage our Event &amp; Ride scheduling and communication for the 2023 season.</p> <p>Overall the APP worked well for us and was especially good for communication among members registered for specific rides. And also it encouraged most members to register for rides which helped with ride planning for our Tour Leaders</p> <p>We have had issues with “vendor support” for the APP and are still waiting for some “promised” modifications and new features (in particular the ability for our Tour Leaders to make themselves the Host for any scheduled ride in the APP).</p> <p>Recent communication hopefully indicates a number of our requested new features will soon be available in the APP.</p> <p><b>Special Rides/Tours during the 2023 season</b></p> <p>We had a number of successful special rides and tours this season including:</p> <ul style="list-style-type: none"> <li>The Eden Mills Lunch Ride in May (thanks Lynette!)</li> <li>The NY Finger Lakes Tour in June (thanks Allen!)</li> <li>The BCC family picnic (and ride) at the Terra Cotta Conservation Area</li> </ul> |        |         |

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|      | <p>(thanks again Lynette)</p> <ul style="list-style-type: none"> <li>• The Niagara Memorial Ride in August (thanks Thomas!)</li> <li>• Two Blue Mountain rides in September that I organized</li> </ul> <p><b>Safety and Accident Reports</b></p> <ul style="list-style-type: none"> <li>• We experienced 8 “reportable accidents to OCA” during the 2023 season. This is the highest number we’ve experienced in at least the last 10 seasons. Factors probably include our larger membership, the large number of new inexperienced members, and also from poor road conditions.</li> <li>• To hopefully reduce accident numbers in the BCC’s 2024 season we will be putting a major focus on “Safe” group riding practices.</li> </ul> <p><b>Group Riding Issues and Concerns raised by the most members this season</b></p> <p>Every season our Tour Leaders and other members identify and communicate issues of concern regarding inappropriate Group Riding practices occurring in our BCC rides. Most of the group riding issues/concerns raised this season fall into one these categories:</p> <ul style="list-style-type: none"> <li>• Groups riding above their designated average speed range (i.e. Easy Rollers riding above 23 km/h average, Touring riding above 26 km/h average and Classic riding above 28 km/h avg).</li> <li>• Groups continually breaking up and making little or no effort to ride together as a group in our normal designated double file peloton formation.</li> <li>• Individual members riding unsafely or riding in a manner that contributes to one or both of the issues above.</li> </ul> <p>These issues are not new to the BCC this season and hopefully we can</p> |        |         |

|   | Item                            | Discussion/Action   | Motion | Carried |
|---|---------------------------------|---|--------|---------|
|   |                                 | <p>have a constructive discussion with members during the AGM on ideas for helping to address them.</p> <p><b>BCC Tour Leaders</b></p> <ul style="list-style-type: none"> <li>• I'd like to thank all of our members who took on the responsibility of being a BCC Tour Leader this season including a few newer members taking on the role for the first time.</li> <li>• In particular I'd note that about 15 of our BCC Tour Leaders probably led at least 75% or more of all our club rides this season. The active role of these individuals was critical to our 2023 cycling season and their contribution to the BCC is very much appreciated!</li> <li>• Moving forward into next season our BCC Tour Leaders will undoubtedly play a key role in helping to address the Group Riding issues and concerns raised in the section above.</li> <li>• I'll contact all our Tour Leaders early in 2024 and hopefully coordinate a preseason Tour Leaders' meeting (online maybe?). The plan will be to review and discuss key points for the upcoming 2024 cycling season including ride safety, group riding issues, use of the Cycle Club APP, route planning &amp; the BCC Route Library, etc.</li> </ul> |        |         |
| 6 | Membership/Social Media Reports | <b>2023 BCC AGM</b>   |        |         |

| Item | Discussion/Action   | Motion | Carried |
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|      | <p><b>Membership &amp; Social Media Report</b><br/> <b>Juliana Costalonga</b></p> <p><b>Membership</b></p> <ul style="list-style-type: none"> <li>• For the 2023 season, thanks to a special grant received by the Government of Ontario, we were able to waive the registration fee for up to 250 members. This represented a \$40 subsidy for members and was offered on a first come first serve basis. Members were still required to pay for the OCA membership fee and the CCN Bikes handling fee at the time of registration.</li> <li>• We counted 266 active registrations, with approximately 100 new members. These are recent record numbers of members for our club.</li> <li>• Since most new members had questions after completing the registration, we updated the registration confirmation email to inform next steps and provide important information such as access to the CycleClub App, Riding Clinics, etc.</li> <li>• We continued to use CCN Bikes for registration in 2023, and we wait for direction from OCA for the 2024 season.</li> </ul> <p><b>Social Media</b></p> <p>We created a social media activity calendar at the beginning of the year, planning for frequent organic posts (weekly rides, holidays, events, etc.) and paid posts to advertise our registration date and grant subsidy to a wider audience.</p> <p>Summary of social media numbers from the Meta dashboard:</p> <p>We have been posting regularly on social media this year. Our posts reached</p> |        |         |

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|   |                   | <p>approximately 36,000 users on Facebook and Instagram combined. Out of this number, around 26,000 users were reached through paid advertising.</p> <p>Approximately 28% of the new members indicated they've heard about us through club social media and internet search.</p> <p>We grew our Instagram followers by 130%, from 138 at the beginning of the year to 314 at the time of this report. On Facebook, we gained 74 new followers during this time. Thank you to everyone who is following the club and engaging with us on these 2 platforms.</p> <p>Our idea was to create a sense of community and fun through the posts and, thanks to all the members who shared pictures and videos of their rides during the season, we managed to post content at least once a week during the entire season.</p> <p>THANK YOU to all members who contributed to this, we would not have been able to be so active without your help! And please continue to do so next season.</p> |        |         |
| 7 | Presidents Report | <ul style="list-style-type: none"> <li>• <b><u>Doug Richards</u></b></li> <li>• <b><u>Presidents Report BCC AGM October 17, 2023</u></b></li> <li>• Thank you for Attending our 2023 AGM</li> <li>• In 2023 BCC faced a number of challenges. I would like to recognize the executive team for stepping up and addressing these with a level of commitment that is nothing short of outstanding.</li> <li>• Although the complete list is too long to mention here, I would like to address a number of the key items.</li> </ul>   |        |         |

|  | Item | Discussion/Action   | Motion | Carried |
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|  |      | <ul style="list-style-type: none"> <li>• <b>The need to Manage and Maintain our website</b></li> <li>• Steve Maxwell stepping back from the Webmaster role, left us with a huge gap in managing what is one of the best cycling club web sites in Ontario</li> <li>• Percy Santamaria jumped in and very quickly got up to speed on the structure and nuances of the site. Inheriting someone else’s project is not an easy task. Percy not only accomplished this but provided the club with a seamless transition and kept our site current throughout 2023. We are grateful for Percy’s expertise and dedication to the Webmaster role.</li> <li>• <b>The need to provide a replacement platform for Ride Scheduling, Registrations and Communication to Participants.</b></li> <li>• Our VP of Touring, Steve Juniper analyzed a number of options available to us and selected Cycle Club App as our 2023 ride scheduling and communications tool.</li> <li>• The VP of Touring is already the busiest position on the executive and this change required an even larger commitment from Steve. Steve not only spent the time implementing this but spent many hours communicating with the developer to improve the application for BCC’s specific requirements. As a result of Steve’s efforts, we were able to apply Cycle Club App to our ride scheduling processes in 2023 and look forward to improvements of the software for 2024. We all owe a great deal of thanks to Steve for his time and efforts in 2023.</li> <li>• <b>The need to expand our Social Media presence</b></li> <li>• We had struggled with the changing world of communication and the club’s ability to tap into it.</li> <li>• Juliana Costalonga joined us in early 2023 as Membership and Social Media</li> </ul> |        |         |

| Item | Discussion/Action  | Motion | Carried |
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|      | <p>Co-ordinator.</p> <ul style="list-style-type: none"> <li>• We have been absolutely thrilled with Juliana’s contributions in helping us reach a significantly larger audience particularly as we try and recover from the lingering COVID impacts. As you heard in Juliana’s report, BCC membership is at recent historical highs. Our Social Media presence played a significant role in this membership growth.</li> <li>• <b>The need to rebuild our Social Events Calendar</b></li> <li>• Lynette Whiley Joined us as our Social Events Director in mid season 2022. We enjoyed the benefit of Lynette’s gained experience to offer a full slate of social events in 2023. Events don’t just happen and we very much appreciate Lynette’s dedication and the time she spends addressing all of the details needed to create successful and enjoyable special occasions. Lynette is also very responsible ensuring we are allocating your membership dollars wisely.</li> <li>• <b>The Need to Manage Club and Grant Finances</b></li> <li>• For a number of years now Pierre Dussault has kept us rock steady in terms of our financial health.</li> <li>• With the Post Covid Grant moneys we threw in an extra piece to this puzzle for Pierre to keep a watchful eye on. As always, Pierre carefully monitored this without hesitation and continued to provides BCC with a healthy level of security.</li> <li>• <b>The Need for Correct Document Control</b></li> <li>• Geoff Milan continues to handle the Club Secretary Role in an accurate and timely fashion.</li> </ul> |        |         |



|                                   | Item                  | Discussion/Action  | Motion    | Carried       |            |               |           |                 |                |             |                                   |                    |           |                     |                 |                |  |  |
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|                                   |                       | <ul style="list-style-type: none"> <li>• Finding this location for our AGM was not only challenging but could have been costly had Geoff not taken the initiative to press the city for a better deal.</li> <li>• I would like to add that in addition to his defined role, Geoff is always willing to jump in and offer suggestions and help wherever required. One example to Geoff’s commitment is his willingness to spend many days helping Steve build the 2023 ride schedule in Cycle Club App. Another example of his support is his documenting and filing all eight accident reports with the OCA.</li> <li>• Geoff’s versatility and dedication to the club is an asset which deserves to be recognized and for this I want to express my sincere thanks. Thank you, Geoff.</li> <li>• In closing, 2023 was considered a rebound year for BCC. With the outstanding commitment of your executive team the many challenges were met with energy and enthusiasm.</li> <li>• I want to thank each and every member of the team for a great year. It is a joy to work with such a cohesive group</li> </ul> |           |               |            |               |           |                 |                |             |                                   |                    |           |                     |                 |                |  |  |
| 8                                 | Election of Directors | <p style="text-align: center;">Call for nominations</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">President</td> <td>Doug Richards</td> </tr> <tr> <td>VP Touring</td> <td>Steve Juniper</td> </tr> <tr> <td>Treasurer</td> <td>Pierre Dussault</td> </tr> <tr> <td>Club Secretary</td> <td>Geoff Milan</td> </tr> <tr> <td>Membership/Social Media Secretary</td> <td>Juliana Costalonga</td> </tr> <tr> <td>Webmaster</td> <td>Percival Santamaria</td> </tr> <tr> <td>Events Director</td> <td>Lynette Whiley</td> </tr> </table>   | President | Doug Richards | VP Touring | Steve Juniper | Treasurer | Pierre Dussault | Club Secretary | Geoff Milan | Membership/Social Media Secretary | Juliana Costalonga | Webmaster | Percival Santamaria | Events Director | Lynette Whiley |  |  |
| President                         | Doug Richards         |  |           |               |            |               |           |                 |                |             |                                   |                    |           |                     |                 |                |  |  |
| VP Touring                        | Steve Juniper         |  |           |               |            |               |           |                 |                |             |                                   |                    |           |                     |                 |                |  |  |
| Treasurer                         | Pierre Dussault       |  |           |               |            |               |           |                 |                |             |                                   |                    |           |                     |                 |                |  |  |
| Club Secretary                    | Geoff Milan           |  |           |               |            |               |           |                 |                |             |                                   |                    |           |                     |                 |                |  |  |
| Membership/Social Media Secretary | Juliana Costalonga    |  |           |               |            |               |           |                 |                |             |                                   |                    |           |                     |                 |                |  |  |
| Webmaster                         | Percival Santamaria   |  |           |               |            |               |           |                 |                |             |                                   |                    |           |                     |                 |                |  |  |
| Events Director                   | Lynette Whiley        |  |           |               |            |               |           |                 |                |             |                                   |                    |           |                     |                 |                |  |  |

|           | Item                                    | Discussion/Action   | Motion                 | Carried    |
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|           |   | <p>Call for anyone that wants to run – answer = None<br/>                     Doug R. Call for a motion to accept slate of directors for 2023/24.</p>   | <p>Andy M. /Roy B.</p> | <p>YES</p> |
| <p>9</p>  | <p>Indemnification Clause</p>           | <ul style="list-style-type: none"> <li>Doug R. call for motion to accept actions of the Board for the 2022/23 year.</li> </ul>  | <p>John B./Jim B.</p>  | <p>YES</p> |
| <p>10</p> | <p>New Business/<br/>Member Q&amp;A</p> | <ul style="list-style-type: none"> <li>Doug R. Asks if there are any questions or new business members wish to discuss</li> <li>John C. - Are we covered by OCA insurance while travelling to and from official club rides?</li> <li>Geoff M – Yes</li> <li>John C. - Why couldn't we keep previous club wesite?</li> <li>Doug R.- Previous website was custom made by previous webmaster and is not supported.</li> <li>John C.- why can't previous webmaster support old website?</li> <li>Geoff M.- previous webmaster supported old wesite for one year and continues to provide support to new webmaster and new website.</li> <li>Michele T.- Some members don't know that club forum exists. Can Cycle Club App (CCA) and forum on BCC website be linked?</li> <li>Percival S.- No.</li> <li>Doug R.- One of the strengths of CCA is it's member communication through notifications.</li> <li>Roy B.- Can CCA accomadate unofficial rides?</li> <li>Steve J.- No provisions exist for unofficial rides on CCA. Forum on club website does have provisions for unofficial rides.</li> <li>John C.- Can ride host cancel club rides?</li> <li>Doug R.- No. Only administrators can alter ride status to "Cancelled" on CCA. The board sides with caution on capabilities of ride hosts.</li> <li>Geoff M.- Host is able to communicate cancellation through event discussion.</li> <li>Rani G.- What will club do to attract new members? What about recruitment at the Bike Show?</li> <li>Doug R.-Bike Show presence now comes with costs and has been ineffective in attracting new members. We will rely primarily on social media recruitment along</li> </ul> |                        |            |

| Item | Discussion/Action  | Motion | Carried |
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|      | <p>with word of mouth.</p> <ul style="list-style-type: none"> <li>•</li> <li>• Dave C.- What will membership cost be for 2024?</li> <li>• Doug R.- Yet to be determined.</li> <li>•</li> <li>• John B.- We used to lobby leaving members as to why they left the club.</li> <li>• Geoff M.- BCC website contains document “Exit Request” that we encourage departing members to submit.</li> <li>•</li> <li>• Lee H.- Can we post advertisements about our club in spin classes and gyms?</li> <li>• Doug R.- Some places allow and some do not.</li> <li>•</li> <li>• Rani G.- Is it possible to provide financials prior to AGM?</li> <li>• Roy B.- Pierre could send financials as a PDF to post on BCC website prior to meeting.</li> <li>• Geoff M.- PDF could also be posted on CCA in Announcements.</li> <li>•</li> <li>• John C.- How can ride leaders keep their group riding together ?</li> <li>• Steve J.- Circumstantial. One rider may be slow but riding correctly according to group definitions. Leader should insist that group slow down to pace of slowest rider or split the group.</li> <li>• John C.- Why is the year end social being held at Hockley Valley Resort and why are we not spending to support our local community in Brampton? Why are we not scheduling it on a Saturday night?</li> <li>• Lynette W.- Hockley Valley was and is our best option. It allows for members to ride prior to brunch and use location facilities for showering and changing. It offers the best price when compared to many other facilities that I contacted. Sunday brunch is far cheaper than Saturday dinner.</li> <li>• Geoff M.- Most recent survey indicated that over 60% of members do not live in Brampton and only one start location (every other Sunday) is located within Brampton. We have decided that there is no justification for mandating supporting a business within Brampton.</li> <li>•</li> <li>• Jeff T.- The pace of rides needs to be addressed.</li> <li>• Steve J.- Tour leaders are empowered to enforce all rules related to their ride.</li> <li>• Cathey T.- It’s not just tour leaders that need to enforce pace. Ride members must also enforce and support correct ride pace.</li> <li>• Doug R.- We are planning on training sessions for ride leaders and discussing training for all members with the aim of reinforcing the concepts surrounding group rides.</li> </ul> |        |         |

|    | Item        | Discussion/Action  | Motion          | Carried |
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|    |             | <ul style="list-style-type: none"> <li>•</li> <li>• Roy B.- Groups of 12 are high and causes a split into faster and slower groups.</li> <li>• Steve J.- Ideally seven or eight riders is the best group size. Twelve is the maximum allowable.</li> <li>•</li> <li>• John C.- Is it possible to start group riding clinics earlier in the year?</li> <li>• Steve J- No. Weather is a limiting factor. Typically they are cancelled and rescheduled due to inclement weather.</li> <li>•</li> <li>• Rani G.- Are E-Bikes allowed on group rides.</li> <li>• Geoff M.- No. E-Bikes are not permitted on official rides. E-Assist Bikes are allowed on official group rides.</li> <li>•</li> <li>• Doug R.- No more questions?</li> <li>• No other or new business?</li> <li>• None</li> </ul> |                 |         |
| 13 | Adjournment | <ul style="list-style-type: none"> <li>• Doug R. Call for motion to adjourn the 2023 Annual General Meeting at 9:05PM</li> </ul>   | John C./Andy M. | YES     |
|    |             | <ul style="list-style-type: none"> <li>•</li> </ul>  |                 |         |
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