



CORA Monthly Meeting Minutes Draft

Sunday, April 12, 2026

4:00 PM PST (7:00 PM EST)

Google Meet joining info

Video call link <https://meet.google.com/kgz-zjvi-wkv>

Or dial: (CA) +1 647-737-7602 PIN: 737 367 261#

More phone numbers: <https://tel.meet/kgz-zjvi-wkv?pin=2945757636583>

(Reminder that the Google Meet link is the SAME for all Monthly Board Meetings)

- **Welcome and Roll Call**

Present: Ron, Bethany, Erik, Foruzan, Jonathan, Rob V, Tina, Graeme

Absent: Cindy, Dean, Leanne, Richard

We do have a quorum of 50%+1.

2026-April Board Meeting chaired by Rob V.

Everyone requested to please submit all their monthly reports within a week prior to the meeting;
Please upload them into the Reports folder.

Motion to Adopt Monthly Minutes from 2026-March

2026-March Minutes distributed before 2026-April Board Meeting for review.

Moved by Rob V. Seconded by Jonathan. There were No corrections to the Minutes.

APPROVED

Confirmation of Agenda/Add New Business:

No/New additions - 2026-April Agenda is adopted.

- **Standing Items - Presented by existing Officers (collaborative effort by Secretary & Board Members)**

- **Communications & Technical Update – Erik / Graeme / Bethany / Tina**

- **Outbound Communications Update – Erik**

- **In-person Report.**

- Town Hall went well. Thanks to all contributors

- Bethany taking the lead on Social Media

- **Social Media Update – Erik / Bethany / Tina**

- **In-person Report.**

- Posted everything as planned on social media (Facebook; Instagram)

- Huge increase in views / engagement

- CORA Eastern Sprints advertised on social media; Registration open

- Inbound Communications / Website / Google Drive Update – **Graeme**
 - In-person Report.
 - Completed (all but 1 scenario for) the Google Shared Drive Permissions How-To User Guide (Draft) with assistance from Bethany.
 - This internal document provides clarification on all CORA Google Shared Drive Permissions, substantiated by test scenarios and visuals.
 - This internal document will be referenced in the upcoming CORA Board Meetings Secretary How-To User Guide to provide guidance for any future CORA Secretary.
 - There are 4-5 individuals who do have but should not have access to the CORA Board shared drive, and 2 individuals who do not have but should have access to the CORA Board shared drive <AI:Erik>
 - [Google Shared Drive Permissions How-To User Guide](#)
- Membership Update – **Ron / Grace / Erik / Rob V / Cindy**
 - Everything In Report [See Report].
 - Membership Numbers are now included as a note in the Income Statement.
 - Adult=1,394 (previous year 1,211), Junior=89 (30), Day=90 (41), Club=40 (30).
- Administration Update – **Ron**
 - Everything In and In-person Report [See Report].
 - [Administration Report](#)
 - Jericho acquired used Malolo; Update Canoe Registry <AI:Graeme>
 - Enquiry from Bethany about numbers for Eastern Canada V6s / Small-Boats
 - Kelowna Waterman 2026 now not CORA Sanctioned; Race Schedule to be updated; No CORA small-boat number decals for Kelowna in 2026
 - Ron / Bethany to collaborate on CORA small-boat number decals for Eastern Canada CORA Sanctioned events <AI:Ron>

MEMORANDUM

To: CORA Board
From: Ronald Chin
Re: April 2026 Board Meeting
Administration Update

Date: April 8, 2026

Corporate Filings

E-mailed Martha Rans with updated Directors' information for Notice of Change of Directors.

- Deletion of Marianne Pilon and Rob Magus effective November 23, 2025
- Addition of Tina Leung effective November 23, 2025.

She will submit filings before the May 6th deadline.

Canoe Numbers

Request from Jericho Paddle Centre for 008 for a Malolo.

Enquiry received from NOPC regarding canoe numbers generally.

- Safety Committee Update – **Erik / Rob V / Dean**
 - In-person Report.
 - At last Town Hall, attendees requested Race Director handbook
 - Erik working on this Race Director handbook <AI:Erik>
- Grants Update – **Ron**
 - Everything In and In-person Report [See Report].
 - [Grants Report](#)
 - We might be over 2026 Approved budget on Clinic Grants
 - More Clinic Grant applications received in 2026 than in past years
 - Need to communicate that 2026 Clinic Grant budget to be paused and reviewed <AI: Erik>
 - Motion to pause and review 2026 Clinic Grant budget: Motioned by Rob V; Seconded by Jonathan; **APPROVED**
 - Coaching Education Grant substantiated by a Club Letter of Support and Clinic Receipt and still money in the Budget and late applications agreed to by CORA discretion
 - Suncoast Paddling Club RME Application?

MEMORANDUM

To: CORA Board
From: Ronald Chin
Re: April 2026 Board Meeting
Grants Update

Date: April 8, 2026

1) Clinic Grants

a) CVCRC Clinic Grant

Received March 7, 2026 for Clinic Grant for beginner steering clinic to be held April 5th.
Approved.
CVCRC decided to reschedule the date to May 3rd away from the Easter Weekend.
Info to come for posting to CORA website.
Note: Jonathan has issue with the proposed fee structure:
Free of CVCRC members; \$15 for non-CVCRC members.

b) PPSA Clinic Grant

Received March 24, 2026 for Clinic Grant for indoor huli clinic to be held on April 24, 2026.
Approved.
Posted to the CORA website on April 7, 2026.

2) Coaching Education Grants – No activity

3) RME Grants

a) RME Grant Application received from Suncoast Paddling Club See memo attached.

MOVED BY RON that the RME Grant Application of Suncoast Paddling Club dated March 4, 2026 be approved in an amount up to \$1000.00.
Seconded by:

4) Travel Grants – No activity

MEMORANDUM

To: CORA Board
From: Ronald Chin
Re: 2026 Suncoast Paddling Club
RME Grant Application

Date: April 8, 2025

A Repair, Maintenance and Equipment Grant Application has been received from Suncoast Paddling Club, as described below. Suncoast Paddling Club has 37 Adult CORA members, 0 Junior CORA members and is a CORA Club for 2026, as it meets the eligibility requirements.

My recommendation is for APPROVAL of the application.

RME Grant Eligibility Criteria:

1. This grant can cover:
 1. Repairs to club-owned canoes.
 2. Repairs to clubhouses, docks and facilities that are own or leased by the club.
 3. Common club safety equipment, specifically, club paddles, club PFDs, rescue tools (bow lines, flares) safety kits, first aid kits.
 4. Maintenance to canoe trailers.
 5. Only CORA clubs in good-standing and with full CORA membership paid for both the previous and current seasons are eligible.
 6. The grant must be for the betterment of the club, CORA and the sport as a whole. You will be required to justify this with your statement-of-use.
2. This grant does not apply to the purchase, partially or whole, for new/used canoes.
3. The maximum grant amount is \$1000 per club every 2nd year. Clubs that are successful in a given year are ineligible the next year unless there are excess funds (i.e. unused budget monies). Expenses must be incurred in the calendar year during which the grant is awarded.
4. The budget for this year has been set and when that budget is exhausted no further grants will be considered.

Suncoast Paddling Club - submitted March 4, 2025

Justification:	Repairs to our only Huld OC2. Near rudder, cables and missing ventur's. Canoe repair supplies and tire rack for trailer.
Estimated Expenses:	\$783.15 + \$109.57
Total Estimated Costs:	\$783.15 + \$185.57
Issues:	None.
Recommendation for Board:	APPROVAL, for \$1860, subject to receipt of receipts by December 31, 2026.

- IVF Representative Update – **Leanne / Jonathan / Cindy**
 - Sprints (2026 Singapore)
 - In-person Report [See Report].
 - The CORA Board was forwarded the memo about ICF removing OC1 from world cups this year.
 - OC1 added to 2028 IVF distance worlds
 - Lots of attrition from the Singapore team, HPC can speak to this.
 - Leanne was asked to assist with V12s. Can forward email from Cindy when asked about not wanting to step on toes of HPC when Sherry had questions about them and other things re: should board clarify role of HPC and do more roles need to be defined.
 - CORA IVF High Performance Committee (HPC) Direction
 - Nothing to Report.
 - IVF General
 - Nothing to Report.

- Financials / Treasury Update 2026-April - **Jonathan**
 - Everything In Report [See Report].
 - [Treasurer Financial Report](#)
 - [Treasurer Commentary](#)
 - Motion to accept the Financial Report from Jonathan
 - Moved by Jonathan. Seconded by Rob V. **APPROVED**
 - Discussion: CORA Travel Grant presently provides for mileage reimbursement at a rate of \$0.60 per kilometre traveled. Fuel in Province of BC is now \$2.10+/litre and likely to be higher for the foreseeable future. Propose an increase to the mileage reimbursement for the next 3-6 months (or through end-2026) to support clubs trailering canoes to CORA Sanctioned events. [Graeme] Paddlers to absorb travel costs
- Eastern Canada Update – **Foruzan / Bethany / Richard / Tina**
 - In-person Report [See Report].
 - MOCC; Eastern Canada Sprints; Westshore Registration open; Participation good
 - Add CORA social media content to match Eastern Canada Club social media presence
- Junior Development Committee Update - **Dean**
 - Nothing to Report.
- Town Hall Committee Update - **Ron / Foruzan / Leanne / Erik**
 - In-person Report.
 - Report on Town Hall as per Outbound Communications Report
- Insurance Committee Update - **Ron / Erik / Jonathan / Rob V**
 - Everything In and In-person Report [See Report].
 - [Insurance Committee Report](#)
 - Insurance / Race Certificates sent out ahead of time as far out as late June 2026
 - Kekoa and ORCC and Shuswap and Up Campbell added as CORA Clubs

MEMORANDUM

To: CORA Board
From: Ronald Chin
Re: April 2026 Board Meeting
Insurance Update

Date: April 8, 2026

1) Certificates of Insurance

- a) All CORA Member Clubs e-mailed with their applicable Certificates of Insurance and a summary of CORA coverage on March 10 & 11, 2026.
- b) Request from Lotus Sports Club for Insurance Certificate on City of Burnaby template. Completed.
- c) Welux Outrigger Canoe Club request to have Kamloops Paddling Partnership Association (KPPA) added as an additional insured. Completed.

2) Race Certificates

- a) Race Certificates were requested and received for the following CORA-sanctioned races in June:
 - I) Island Iron OC6 and Small Boats Races (L48 Paddling Club)
 - II) Saskatoon – Eastbound and Down and Rip Up the River (Edmonton Dragon Boat Racing Club)
 - III) Open Water Challenge (Mississauga Canoe Club)

3) Named Insureds

- a) Changes made to the List of Named Insureds, effective March 11, 2026:
 - I) Fraser Valley Paddling Club changed to Harrison Paddling Club;
 - II) Ku'oko's Outrigger deleted;
 - III) Ottawa River Canoe Club deleted;
 - IV) Shuswap Association for Rowing and Paddling deleted;
 - v) UP Campbell River added.

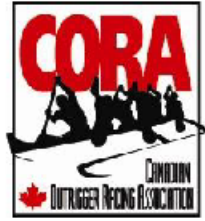
4) Miscellaneous Enquiries

- a) General Insurance enquiry from Rebecca Manuel of Sproat Lake Canoe Club regarding Insurance for the Four Arm Flacco Race.
- b) General Insurance enquiry from Liz McLaren with UP Campbell River.

- c) General Insurance enquiry from Bob Edwards, Thunder Bay Outrigger Club.
- d) General Insurance enquiry from Penelope Hasell, Prince Rupert Outrigger Association.
- e) Race Certificate requested and received for participation of Eco Gauw in the Campeonato Nacional de Canoagem de Mar I (National Sea Canoeing Championship I), Portugal on April 11-12, 2028. Grace provided a letter confirmed his CORA membership.
- f) Trailering Insurance enquiry from Jonathon Willcocks, Sudden Impact Peddling Club.

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- Education Committee Update - **Dean**
 - Nothing to Report.
- Awards Committee Update – **Graeme / Foruzan / Rob V / Grace**
 - Everything In Report [See Report].
 - [Awards Committee Report](#)



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- Standing Items - Presented by existing Officers (collaborative effort by Secretary & Board Members)
 - Awards Committee Update - Graeme
 - PNWORCA / CORA 2026 Winter Series Peter Forand Masters Challenge won by Kevin Cowan of Portland OR.
 - PNWORCA / CORA 2026 Winter Series Peter Forand Masters Challenge trophy shield ordered from Kerr Recognition.
 - Communicated to PNWORCA / CORA 2026 Winter Series Championship attendees that this 10th year was likely the final year for the Peter Forand Masters Challenge.
 - Peter Forand Masters Challenge CORA website perpetual page updated with 2026 Champion.
 - Peter Forand Masters Challenge 2026 Champion CORA website posting published.
 - Road trip to Pemberton planned to present Hugh Town Builder Award to 2025 Recipient (Hugh Fisher).
 - Handover to Lotus of Hugh Town Builder Award Trophy for display in Lotus Sports Club trophy room to be arranged after road trip to Pemberton.
 - Work In Progress on Canadian Outrigger Hall Of Fame Bios for this annual cycle Candidates.
 - Work In Progress on "How-To Guide" for Peter Forand Masters Challenge Trophy points tracking processes as knowledge transfer and transparency for Race / Awards Committee going forward.
 - Historical Committee Update – **Graeme / Foruzan / Grace**
 - Everything In Report [See Report].
 - [Historical Committee Report](#)



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- Standing Items - Presented by existing Officers
 - Historical Committee Update - Graeme
 - Alberta (Calgary / Edmonton / Leduc) Legacy document reviews completed, and this new document now published.
 - Coast Salish Club Legacy (11 First Nations) document reviews completed, and this new document now published.
 - Incorporated wealth of background material / photos from Alana Taylor (Jericho co-founder; Comox member) from late-1990s, into Jericho Club Legacy document, and this revised document now published.
 - Incorporating background material from Jeanette Callahan (Whistler / FCRCC member) from late-1980s BC canoeing, 1990 Molokai Na Wahine, 1992 Sacramento IVF Sprints, 1994 Molokai Na Wahine with FCRCC, into FCRCC Club Legacy document.
 - Incorporating background material from Pauline Adams & Alison Hart (FCRCC members) regarding 1990 Molokai Na Wahine, 1994 Western Samoa IVF Sprints, 1996 New Caledonia IVF Sprints, 1998 Fiji IVF Sprints, into Team Canada Legacy material.
 - Race Committee Update – **Ron / Graeme / Erik / Cindy / Bethany / Richard / Grace**
 - Everything In and In-person Report on **Scheduling** (Ron) topics [See Report].
 - [Race Committee Report - Scheduling](#)
 - MOWC change from Pending to Active - Date changed due to FIFA
 - Penticton wishes to host Sprints races at their Okanagan Summer event; Likely not to have DB cross-over (Would have to become CORA Members); Regional fun event
 - Penticton to follow-up with application before end-April
 - 38 crews booked for Burnaby 2026 Sprints
 - CORA to get back to Hana Hou on 8 V1s (expensive; carry cost)
 - ARE has 10 V1s available (maybe more - another 8 - at some point)
 - 39 V1 Adults; 8 V1 Juniors
 - Race Director to follow-up with preferred V1 provider (sole? split?)
 - Note to go out shortly after 2026-Apr-18 Registration Closure communicating to all attendees on event details <AI:Erik>

MEMORANDUM

To: CORA Board
From: Ronald Chin
Re: April 2026 Board Meeting
Race Committee Update

Date: April 8, 2025

1) Stormin' Norman Race

- a) Mhairi McDonell resubmitted the race sanctioning application for the Stormin' Norman Race after accidentally entering 2025 in her previous application. The race now appears on the 2026 Race Calendar.

2) Okanagan Super Sprints

- a) Penticton Paddle Sports Association enquired about publicizing their Outrigger Sprint day (June 13, 2026) at the Okanagan Super Sprint weekend (500m straightaways and knockout races with turns). Ron noted that race-sanctioning applications are open until April 30, 2026 and if sanctioned, racers would need to be CORA members. Launa noted that DB racers would be unlikely to race the outrigger sprints and they will work on a sanctioning application. Application not yet received.

3) Race Results

- a) Cindy noted missing race results on the CORA website. Erik uploaded results from missing races.

- Everything In Report on **Support** (Graeme) topics [See Report].
 - [Race Committee Report - Support](#)



**CORA Monthly Meeting Minutes Draft
Sunday, April 12th, 2026**

- Standing Items - Presented by outgoing Officers
 - Race Committee Update - Greene / Ron / Erik / Cindy / Bethany / Richard
 - CORA Canoe Registry:
 - Road trip through Fraser Valley to update OC8 counts with in-person club sites visit planned.
 - CORA Race Rules & CORA Cup Series Rules:
 - CORA Race Rules to be amended to reflect CORA Board decision to no longer recognize Spec / Traditional OC8 Boat Division as of 2026 CORA Cup Series events, subject to ongoing discussion regarding Unlimited / Spec OC8s.
 - CORA Race Results:
 - PNWORCA / CORA 2026 Winter Series Race Results for False Creek (#5) and Kai Ikaika (#6) and Sand Point (#7) posted to 2026 Race Results.
 - CORA Small-Boat Number Decals:
 - 20 CORA Small-Boat Number Decals provided for FRCG Winter Series. 10 CORA Small-Boat Number Decals provided for Nanaimo Crazy 8s / NPI Attack. 30-35 CORA Small-Boat Number Decals to be handed off to Scott Bork (Harrison Outrigger) to be delivered to Duel In The Desert for Penticton / Kelowna / Calgary. 15-20 CORA Small-Boat Number Decals tentatively to be delivered to Edmonton for SaksJack. 20-25 CORA Small-Boat Number Decals tentatively to be delivered to Toronto for Durham Outrigger Challenge and subsequent Eastern Canada events.
 - Invoice for CORA Small-Boat Number Decals paid by CORA Treasurer via e-transfer payment.
 - CORA Sprints National Championships 2026:
 - City Of Burnaby Insurance Certificate delivered to City Of Burnaby for Sprints 2026 Burnaby.
 - Permit & Revised Permit for Burnaby Pavilion signed / delivered to City Of Burnaby before Easter Weekend.
 - Permit & Revised Permit for Burnaby Venue (Parking; Grandstand; Docks; PA) signed / delivered to City Of Burnaby before Easter Weekend.

- Flags for Starting / Interruption Procedures (2 sets of White / Black / Red / Green) ready for handover to Event Officials as per 2026-Feb Board Minutes.
- Sprints 2026 Burnaby Tourism Funding Grant Terms Of Agreement not approved by CORA Board.
- Sprints 2026 Burnaby ViaSport Funding Grant denied by ViaSport British Columbia Society. They communicated that they had 100+ event applications for the latest quarterly intake and were only able to fund 35 events. The Sprints 2026 Burnaby ViaSport Funding Grant Application decision was appealed, and ViaSport got back to me this week that their decision stands, as there are just too many events seeking funding, and ViaSport does not have enough funding to support all events.

- New Business

- **Ron** – CORA Cup Series Question - Can Specs register as ULs to earn points?
 - Continued from 2026-Mar Board Meeting
 - [CORA Cup Points For Specs \(Email Thread Recap\)](#)
 - A crew should be able show up with a Spec OC6 and race as an Unlimited OC6 - All agreed
- **Foruzan** - Discussion of the contract of the "project" manager including a formal performance evaluation
 - Team Canada Project Manager expectations / performance / evaluation / etc.
 - Deferred from 2026-Mar Board Meeting
 - A review of the Project Manager performance should have happened.
 - It is believed that a Performance Review should have happened and did happen
 - It is requested that a Performance Review be brought to the Board for evaluation

- Ron to contact HPC (Cindy) and wish to see 2 years of Project Manager performance for review <AI:Cindy> <AI:Ron>
- **Foruzan** - Discussion of forming a strategic planning committee of the Board
 - Strategic Planning session held at 2025 Pre-AGM, Strategic Planning Report received, next steps?
 - Deferred from 2026-Mar Board Meeting (OK to defer until next month)
 - Foruzan to provide talking / lead points (preamble) <AI:Foruzan>
- **Foruzan** - Discussion of forming a governance committee of the Board
 - TBD
 - Deferred from 2026-Mar Board Meeting (OK to defer until next month)
 - Foruzan to provide talking / lead points (preamble) <AI:Foruzan>
- **Ron** – CORA Coaches' Course (**Leanne / Dean**)
 - Leanne / Dean should be present for discussion
 - Defer until 2026-May
- **Jonathan** – Clinic Grant "rules and regs"
 - Defer until 2026 Pre-AGM
- **Ron** – Kim Inglis - Team Canada withdrawal
 - Refund requested
 - HPC & Finance Committee recruited / coached / organized / received monies
 - Are there any circumstances that the Committees were in error?
 - All communiques would seem to indicate that HPC did due diligence and upheld their jobs
 - Point of order: Quorum exists at 50%+1 even if some attendees conflicted out
 - Motion is to support HPC and agree with their recommendations on refund to be provided to Kim Inglis: Motioned by Rob V: Seconded by Jonathan: **APPROVED**
- **Review / Updates of Outstanding Action items:**
 - New Action Items denoted by <AI:Assignee>, where "Assignee" is Board or Committee Name or Board Member Name
- **Adjournment:**

Motion to adjourn the meeting @ 5:56 PM PST
 Moved by Rob V. Seconded by Ron. **APPROVED**

Next CORA Board Monthly Meeting Sunday, May 3, 2026, at 4:00 PM PST and 7:00 PM EST

Assignee	Action Item	Due Date	Comments
Raised Apr-12 / 2026			
Erik	Remove access from individuals who do have but should not have access to the CORA Board shared drive, and provide access to individuals who do not have but should have access to the CORA Board shared drive. (2026-04)	Completed	Apr-12: Ongoing; Apr-28: Access provided and/or revoked as needed
Graeme	Visit Jericho to identify the Jericho acquired used Malolo and update Canoe Registry. (2026-04)	Completed	Apr-12: Ongoing; May-3: Photos taken for Canoe Registry
Ron	Ron / Bethany to collaborate on CORA small-boat number decals for Eastern Canada CORA Sanctioned events. (2026-04)	In-Progress	Apr-12: Ongoing
Erik	Erik working on the Race Director handbook as requested at the previous Town Hall. (2026-04)	In-Progress	Apr-12: Ongoing
Erik	Need to communicate that 2026 Clinic Grant budget to be paused and reviewed. (2026-04)	In-Progress	Apr-12: Ongoing
Erik	Note to go out shortly after 2026-Apr-18 Registration Closure communicating to all attendees on event details. (2026-04)	In-Progress	Apr-12: Ongoing
Ron	Ron to contact HPC (Cindy) and request to see 2 years of Project Manager performance for review. (2026-04)	In-Progress	Apr-12: Ongoing
Foruzan	Provide talking / lead points (preamble) regarding discussion of forming a strategic planning committee of the Board. (2026-04)	In-Progress	Apr-12: Ongoing
Foruzan	Provide talking / lead points (preamble) regarding forming a governance committee of the Board. (2026-04)	In-Progress	Apr-12: Ongoing