



## SINGAPORE CANOE FEDERATION

3 Stadium Drive #01-33 NSA Office Singapore 397630

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### Singapore Canoe Federation ("SCF") Annual General Meeting 2025

27 September 2025, Saturday

Physical Meeting, High Performance Sports Institute at 5 Stadium Drive, Singapore 397630

#### Meeting Minutes

<b>In attendance, the Board:</b>		
1	Mr. Nicholas Yap	President
2	Mr. Evan Kong	Vice-President, Coaching and Technical Development
3.	Ms. Goh Wan Yee	Vice President, Partnerships
4	Mr. Sean Chua	Vice-President, High Performance
4	Ms. Noelle Seet	Honorary Secretary
6	Mr. Ng Chek Siang	Honorary Treasurer
7	Mr. Shawn Ng	Assistant Honorary Treasurer
8	Mr. David Toh	Appointed Board Member
9	Mr Syaheenul Aiman	Chairperson, Athletes Commission
<b>In attendance, SCF Secretariat:</b>		
1	Mr. Matthew Lee	General Manager
2	Ms. Gail Chia	High Performance Manager
<b>In attendance, Others:</b>		
1	Mr. Clifton Dragon	Team Lead, High Performance Sport Institute ('HPSI')
2	Ms. Lim Heem Wei	Sports Performance Manager, HPSI

<b>Absent with apologies</b>		
1	Mr. Andrew Xiao	Vice-President, Community and Infrastructure
3	Mr. Timothy Chia	Assistant Honorary Secretary
4	Ms. Liew Yee Ling	Appointed Board Member

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**Ordinary Members**

S/N	Present	Represented by
1	Austcham Paddle Club	Mr. Prasanth Moorthy
2	Hwa Chong Alumni Association	Mr. Chia Min Chong
3	Hwa Chong Junior College Alumni	Mr. Zason Chian Lit Khoon
4	Invictus Canoe Kayak Sprint Club	Mr. Shaun Ho
5	Kallang Alive Sports Management Pte Ltd	Mr. Leng Song Wei
6	Lightning Kayaking Club	Mr. Lim Jiali Jori
7	MacRitchie Canoe Club	Ms. Shona Chan Mr. Leo Zhi Kai
8	Nanyang Polytechnic	Ms. Toh Pei Xuan
9	Outward Bound Singapore	Mr. Edvan Loh Mr. Ridzuwan Yaakop
10	PAssion WaVe	Mr. Low Sung Sheng
11	Red Tide Canoeing and Canoepolo Club	Mr. Lim Han Yong Mr. Evan Kong
12	Republic Poly	Mr. Vincent Wong
13	Rolling Canoe Club	Ms. Lim Jiayi
14	Sea Hawk Sports Club	Mr. Tan Leog Kok Mr. Henry Sim
15	Singapore Paddle Club	Mr. Ng Daojia
16	Sport Singapore	Ms. Cheryl Tay
17	Tampines North Community Sports Network	Mr. Richard Lee Mr. Sean Chan
18	Temasek Polytechnic	Mr. Koh Wen Kiat

**Absent**

1	American Dragons Singapore
2	German Dragons Singapore
3	Ministry of Education
4	Nanyang Technological University
5	National University of Singapore
6	Ngee Ann Polytechnic
7	NUS Alumni Canoeing Team
8	Singapore Institute of Management Pte Ltd
9	Singapore Institute of Technology
10	Singapore Management University
11	Singapore Polytechnic
12	Singapore University of Social Sciences
13	Va'a Team France SG
14	Waterways Watch Society

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**Associate Members – Corporate**

<b>S/N</b>	<b>In Attendance</b>	<b>Represented by</b>
1	Camelot Pte Ltd	Mr. Bruce Ong
2	Kanoe Sports	Mr. Patrick Fong
3	X-Current	Mr. Yulius Chua
<b>Absent</b>		
1	A Lumi Pte Ltd	
2	Innotrek Pte Ltd	
3	Motiv Asian Pte Ltd	
4	SAFRA National Service Association	
5	SP Alumni	
6	X'treme Kayaking	
7	XSNA Pte Ltd	
8	Singapore National Cadet Corps HQ	

**Associate Members – Individual**

<b>S/N</b>	<b>Absent</b>
1	Mr. Adrian Ilic
2	Mr. Andreas Kae
3	Mr. Jonathan Ngiam
4	Mr. Kokarev Edgar
5	Mr. Laurie Thomas Arthur
6	Mr. Marc Lorenzi
7	Ms. Ng Ling Yan
8	Mr. Thomas Dowdall
9	Mr. Guy David Peter Markham



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### **1. Opening Address**

- 1.1 Mr. Matthew Lee reported that of the 32 Ordinary Members with voting rights, 18 were present. As the minimum quorum of one-third of the total number of Ordinary Members with voting rights had been reached, the meeting was called to order at 1035 hrs.
- 1.2 Mr. Nicholas Yap provided an overview of the SCF's vision, values and goals, and outlined plans to build a sustainable paddling ecosystem in Singapore.

### **2. Approval of the Minutes of the AGM on 21 September 2024 ("Minutes")**

- 2.1 Mr. Edvan Loh (Outward Bound Singapore) proposed the Minutes, and Mr. Shaun Ho (Invictus Canoe Kayak Sprint Club) seconded it. The Minutes were approved.

### **3. Outstanding matters arising from the AGM on 21 September 2024**

- 3.1 There are no outstanding matters arising from the AGM on 21 September 2024.

### **4. Highlights in the SCF Annual Report for FYE 31 March 2025 ("FY24")**

- 4.1 Ms. Noelle Seet shared a few highlights in the Annual Report:

- (i) Events: 11 major national events were conducted. Participation in the Singapore Canoe Marathon grew from 760 participants in 2024 to 1,070 in 2025, reflecting increased interest in the sport through sustained publicity and engagement.
- (ii) High Performance: Canoe Sprint secured medals in the SEA Canoe Sprint Championships and Asia Pacific Sprint Cup. Canoe Polo achieved significant results in the Asia Pacific Canoe Polo Championships, with the Senior Men's team winning and Senior Women's team placing second. 29 athletes were carded.
- (iii) Community Development: Over 2,600 new one-star kayakers were certified, and 30 kayak orientation programmes were conducted. 17 new SG-Coach Level 1 and Level 2 certifications were issued. The Paracanoe programme marked its 11th year, reinforcing inclusivity as a central part of the SCF's mission.
- (iv) Future Priorities: Preparation for Team Singapore's participation in the 2025 SEA Games and 2029 SEA Games, and continued growth of athlete and coaching pathways.

### **5. Approval and adoption of the Audited Statement of Accounts for FY24**

- 5.1 Mr. Edvan Loh (Outward Bound Singapore) proposed the audited Statement of Accounts for FY24, and Mr. Chia Min Chong (Hwa Chong Alumni Association) seconded it. The audited Statement of Accounts for FY24 was approved and adopted.

### **6. Appointment of a registered auditor for Financial Year 1 April 2025 to 31 March 2026 ("FY25")**

- 6.1 Mr. Ng Chek Siang sought approval to appoint SC Mohan PAC as the SCF's registered auditor for FY25.



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- 6.2 Quotations from four auditors were sought via an ITQ namely, S B Tan Audit PAC, Thong & Lim, SC Mohan PAC, and RSM Stone Forest. SC Mohan PAC presented the lowest quote of \$10,464. S B Tan Audit PAC did not respond to ITQ and RSM Stone Forest declined to quote. SC Mohan PAC was the SCF's registered auditor for FY23 and FY 24 and has delivered competent work with prompt responses.
- 6.3 Mr. Shaun Ho (Invictus Canoe Kayak Sprint Club) proposed the appointment of SC Mohan PAC as the SCF's registered auditor for FY25, and Mr. Leng Song Wei (Kallang Alive Sports Management Pte Ltd) seconded it. The appointment of SC Mohan PAC as the SCF's registered auditor for FY25 was approved.

### 7. Record of October 2025 Payroll Transactions

- 7.1 October 2025 payroll transactions were approved by the current authorised bank signatories prior to the AGM for payment on or about 28 October 2025 ("Transaction"), in order that payment not be delayed due to time taken to effect the change of bank signatories with the relevant bank and Commissioner of Charities after the AGM.
- 7.2 Mr Edvan Loh (Outward Bound Singapore) acknowledged the Transaction and Mr Ng Dao Jia (Singapore Paddle Club) supported it, for record purposes.

### 8. Election of nine (9) Board Members of SCF, for a 2-year term from the year 2025 to 2027

- 8.1 Mr. Nicholas Yap dissolved the current Board.
- 8.2 Mr. Matthew Lee explained the nomination criteria and process as per Article 21 of the SCF Constitution. The Nomination Committee comprised of Mr. David Toh (Appointed Board Member) and Ms. Liew Yee Ling (Appointed Board Member). The Nomination Committee approved 10 candidates.
- 8.3 Mr. Matthew Lee explained that the election would be conducted in accordance with Articles 19.8 to 19.12 of the SCF Constitution. One representative of each Ordinary Member would be given one polling card and may vote for up to 9 candidates. Votes in excess of 9 candidates would be void. Mr. Matthew Lee introduced the 10 candidates, who were:
  1. Dr. Cheryl Tay
  2. Ms. Goh Wan Yee
  3. Mr. Ho Hin Yang
  4. Mr. Kong Weishuo Evan
  5. Mr. Lim Han Yong
  6. Mr. Lim Jia Li Jori
  7. Ms. Lim Jia Yi
  8. Mr. Lim Yong Chuar
  9. Ms. Noelle Seet
  10. Mr. Yeo Eng Way

Mr. Lim Yong Chuar was absent with apologies. Mr. Matthew Lee shared Mr. Lim Yong Chuar's presentation at his request.

- 8.4 The following candidates with a potential conflict of interest ("COI") declared their potential



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COI, and explained the measures they would take to prevent an actual COI from arising:

Name	Source of potential COI
Dr. Cheryl Tay	Dr. Cheryl Tay is a full-time employee of Sport Singapore
Ms. Goh Wan Yee	Two of Ms. Goh Wan Yee's daughters are members of the SCF Canoe Sprint National Team.
Mr. Kong Weishuo Evan	Mr. Kong Weishuo Evan's spouse is a member of the SCF Canoe Polo National Team.
Ms. Lim Jia Yi	Ms Lim Jia Yi is in a relationship with a member of the Canoe Polo National Team.
Mr. Lim Yong Chuar (shared in presentation)	Mr. Lim Yong Chuar is a Director of Innotrek Pte Ltd and holds 35% of its shares. Innotrek Pte Ltd is a Corporate Associate Member of the SCF engaged in commercial ventures.

8.5 The first round of voting was officiated by the following persons:  
Election Supervising Officer - Mr. David Toh  
Vote counter - Ms Gail Chia (SCF High Performance Manager)  
Scrutineer 1 - Mr. Prasanth Moorthy (Austchamp Paddle Club)  
Scrutineer 2 - Mr Ridzuwan Yaakop (Outward Bound Singapore)

8.6 As Mr. Lim Yong Chuar and Mr. Yeo Eng Way were tied with 7 votes each being, the least votes garnered, a second round of voting was conducted to decide who, as between Mr. Lim Yong Chuar and Mr. Yeo Eng Way, was to be elected to the SCF Board. The second round of voting was officiated by the following persons:  
Election Supervising Officer - Mr. David Toh  
Vote counter - Ms Gail Chia (SCF High Performance Manager)  
Scrutineer 1 - Mr. Low Sung Sheng (Austchamp Paddle Club)  
Scrutineer 2 - Mr Edvan Loh (Outward Bound Singapore)

8.7 The results for the first and second rounds of voting were signed off by the Election Supervising Officer and four scrutineers, and the following nine candidates were thereby elected to the SCF Board for the term 2025 to 2027:

1. Dr. Cheryl Tay
2. Ms. Goh Wan Yee
3. Mr. Ho Hin Yang
4. Mr. Kong Weishuo Evan
5. Mr. Lim Han Yong
6. Mr. Lim Jia Li Jori
7. Ms. Lim Jia Yi
8. Ms. Noelle Seet
9. Mr. Yeo Eng Way



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### 9. End of Meeting

9.1 The meeting was called to a close at 1235hrs.

Minutes recorded by:

Ms Gail Chia  
High Performance Manager  
Singapore Canoe Federation

Minutes vetted by:

Mr Matt Lee  
General Manager  
Singapore Canoe Federation

Minutes approved by:

Ms. Noelle Seet  
Honorary Secretary  
Singapore Canoe Federation