



Board of Directors Meeting Minutes

Thursday, November 29, 2018

9:00 am – 4:30 pm (PST)

Vancouver, BC

Meeting Attendees: Bill MacMackin (Chair), Helen Manning, Robert Demers, Jillian Drouin, Lynn Kanuka, John Paton, Charles Philibert-Thiboutot and Jennifer Brown.

Board Secretary: Judy McCallum

Guests: Sylvie King, Simon Nathan, and Mathieu Gentès

Regrets: Jason Woycheshyn and Abby Hoffman

The Chair, Bill MacMackin welcomed members to Vancouver, and attendance was taken and conference line was opened. The meeting commenced at 9:00 am (PST), followed by an In-Camera Session from 9:05 am – 9:30 am (PST).

The Minutes from September 19 2018 Board Meeting were approved with adjustments by Helen M. and was seconded by Lynn K. Motion Carried.

The November 29 2018 Board of Directors Meeting Agenda with the timeline changes of the CFO and COO, other business for committees reappointments, and IAAF rules and the nomination committee was approved by Jenn B. and was seconded by Robert D. Motion Carried.

There were no conflict of interests to report.

Bill M. reviewed the Chair's Report. Bill M. reviewed HR Committee, CEO transition plan and recruiting. The Chair acknowledged and thanked staff and board members for their time that was given by during the past 16 days with all recent changes at Athletics Canada. Further discussions will be arranged with senior staff and board members. The Chair addressed the vacancy with the board of directors and the vacancy in committee roles. Two finance committee roles will be replaced. John P. noted his interest in the finance committee. Brian McCalder, President and CEO of BC Athletics has been appointed to the human resources, CEO selection panel. An external person was suggested as a second recruit for the human resources committee. The Chair provided an update on the CEO selection list and noted the candidates sport backgrounds and connections. The Chair further noted he and Robert D. have discussed additional human resources opportunities that would include conducting staff surveys and reviews. A discussion regarding salaries, wage increases and the level staff salaries are in relation to other sports groups followed. The Chair noted that acquiring additional funding sources is a priority. The Chair reviewed the code of conduct complaint, the resolution and current status. The Chair informed members of the admiration he received on how this matter was addressed by Athletics Canada. The Chair noted he would provide an update to branch council the following day.

The Chair presented an update on the strategic plan. Canada's #1 Summer Sport reflects the track and field. A discussion regarding updating vision and core values wording was discussed. Goals for 2018-2010 were reviewed. The Chair requested members review the strategic plan in detail, individually. The Chair

noted the various funding, merchandising, coaching, schools and co-branding opportunities. Participation / Membership increases were discussed and a 2018 comparison with gymnastics and swimming from 2017 was presented. The Chair noted the positive feedback received on the high performance program since Simon N. joined Athletics Canada specifically with; hiring additional APA's and Para Lead, integration of more para athletes, and further his involvement with staff, branches and board. The advances in Canadian Athletics Performance Pathway (CAPP) was discussed. It was noted that 80% of participants have consistently confirmed having positive experience with Athletics Canada's activities. The Chair reviewed tactics, activities and future goals, including becoming an Employer of Choice for recruitment.

Action: The Chair will make edits discussed in his report and send to branches following SAGM.

Mathieu G. reviewed the COO Report and noted a more detailed discussion will follow on Friday, November 29th meeting with branches. Membership database will be upgraded. Coaching is in a very good place, coaching clinics x 5, NCCP manuals completed with translation. There are 823 affiliated officials, and 8% decrease since 2013. Helen M. noted that in the external relations meeting the point was raised to improve the lifespan of officials by keeping them engaged in areas they enjoy. Mathieu G. noted the improvements since last SAGM. Safe Sport Working Group committee findings was presented and the AC/SafeSport.ca website was introduced. The promotion of this website and its objective will be implemented into AC's policies and mandate. A discussion on the effect of "SafeSport" and the restructures to the website followed. Finding funding for website restructures will be investigated. U16 category and the "Midget" terminology was reviewed. The Tokyo video was presented and the promotional and funding intentions were discussed amongst the members. Mathieu G. provided the revenues for the year to date (YTD). The revenues from the High School ASAA XC Championships on October 20 was presented. Mathieu presented the 2019 events and estimated sales. Toyota Canada opportunity in support of 2019-2020 was noted. Pacific Distance Carnival involvements value was discussed. The ACXC2019 proposed pilot was presented. AC's involvement at 2020 Pan Am XC Festival was discussed.

Recommendations to the Board:

1. Accept the bid from the Pacific Distance Carnival for the 2019 & 2020 Canadian 10,000m Championships
2. AC to actively seek a host for the 2019-2020 Canadian 5km Championships
3. ACXC2019 pilot projects Para race
 - U16 category
4. Eliminate "midget category" from sport vernacular
5. Inform NACAC that Canada is not in a position to host the 2020 Pan Am XC Festival. **

** Based on follow up information received the Competition Committee will revisit this opportunity based on the quality of the bids received.

The five recommendations from Mathieu G. for was motioned for approval by Helen M. and was seconded by Robert D. Motion Carried.

Simon N. provided an update on the High Performance including OTP submission, and funding requests from 94 Forwards and B2Ten. The Athlete Pathway, CAPP Athlete Selections 2018/19 was reviewed. Competitions & Camps selection policies was reviewed. The IAAF anti-doping changes was discussed.

Team staff selection progress is on-going. The 2020 Olympic & Paralympic Games plans were reviewed. On October 1-3, 2018 Simon held a staff, semi-annual debrief in Toronto for all 0.5 FTE or higher employees for a group update and debrief on year one of new program and included coach PD session led by OTP Coach Enhancement Program (CEP). Team staff training with COC and additional updates and planning themed by SSSMI, APAs and operations. Simon noted his concerns regarding 2019/20 OTP budget, Sport Canada and CAPP and AAP selections not fully aligned. Simon's concerns include issues raised by BC regarding WXC selection policy and rising costs associated with representative teams. A discussion regarding the NTC selection process followed. Simon noted that staff changes, Corey Dempsey and Adam Janssen have resigned from AC. Simon provided an update on York University.

Action: Simon to resolve the National Teams Selection carding process with staff, Athlete's Reps and NTC assistance as well as review the Commissioner Terms of Reference and provide a report to Board of Directors by the February 2019 board meeting.

Sylvie K. reported on the Financial Statements up to September 30, 2018. Sylvie noted from the finance committee meeting on November 28, 2018 that reports will be changed to pie charts to show more details of expenses. Sylvie noted partnership increase in funding. A review of NACAC and domestic programs followed. Sylvie discussed the revenue and expenditures and explained the details. Robert D. provided an overview of the current financial status. Robert D. provided an update from the finance committee meeting of November 28, 2018 and reviewed the November 14, 2018 discussion on strategic budget plan and delegation of signing authority regarding contract signing and lines of credit. Robert D. further discussed the other finance incidences that would require board approval. Sylvie K. and Simon N. reviewed the OTP funding process and timeline, Robert D. offered his assistance.

The recommended policy revisions to the signing authority for Athletics Canada was motioned for approval Robert D. and was seconded by John P. Motion Carried.

Jillian D., Charles P-T. and Jennifer B. provided the Athletes Council Report. Jillian noted the CAPP and APA selection from the athlete perspective. Athlete appeals were notably reduced and a discussion followed regarding the past year's criteria. Jenn B. provided an update on the para-athlete's perspective and the previous challenges and the positive feedback she has received. Simon provided an update on his para-athlete communications. Jillian provided an update on the Athlete Council's committee structure and the development of athlete leadership, and the involvement with an AC staff to assist the committee. Simon N. discussed restriction concerns, individual games and athlete competition participation.

Action: Simon N. to create a general planning document to Athletes Council for distribution to athletes before end of 2018.

Jillian requested further communication tools and access be made available for athletes committee to communicate to athletes, and noted how Simon N. has offered direct contact to athletes. Contact communication lists need to be revised as noted by Jillian and Simon. The Chair recommended a system where athletes can update their information. Jillian noted the program "Slack" (The name is an acronym for "Searchable Log of All Conversation and Knowledge") will be implemented by Athletes Council and managed through the Athletes Council Committee to allow for better communication. A discussion regarding athlete attendance and communication annually, Simon noted organizing an athlete's meeting after Nationals and Awards would allow for athletes to be aware of six months in advance to attend. Simon provided an update for the medical data system. Further promotion of the Athlete Council was agreed by the members.

Action: To follow-up on recommendations from the Athletes Council Report by the Board Chair.

Proposed Rules Changes

#086a:

ADD:

ii) Canadian Citizens may be asked to declare if they are eligible, and intend to represent Canada internationally within the period for which the IAAF will recognize ranking bonus points for these Championships. Only those who are eligible to represent Canada and intending to remain so doing for the period for which the IAAF will recognize ranking points from these Championships will be submitted to the IAAF for National Championships bonus ranking points which are used for IAAF World Rankings purposes.

#153

Events Decathlon

Under - 18 Boys' Athletics Championships

Track 100m, 200m, 400m, 800m, 1500m, 3000m, 110m

Hurdles 400m Hurdles, 2000m

Steeplechase (0.914m), 4x100m, 4x400m

Race Walking 5,000m Race Walk or 10,000m Race Walk

Jumps High Jump, Long Jump, Triple Jump, Pole Vault

Throws Shot, Discus, Javelin, Hammer

Combined Events Decathlon

#177

For all competitions held completely in the stadium, mixed events between male and female participants shall not normally be permitted. However, mixed stadium competitions in Field Events and in races 5000m or longer may be permitted in all competitions. Performances set in mixed track event competitions (held entirely in the stadium) shall not be eligible for Canadian records.

Action: Jenn B. to revise the wording of rules #177 for presentation at November 30, 2018 Joint Board/Branch meeting.

The recommended Rules Changes #086a, #153, #177 with Jennifer Brown's revisions was motioned for approval and submission to the branches for vote by Robert D. and was seconded by Jenn B. Motion Carried.

Lynn K. provided an update on the Coaching Committee and certification process and further noted John Lofranco being involved with the manual. Lynn reviewed the courses and the positive communications that has come from the committee meetings and involvement. The Chair noted from COC meetings that a national screening process has been implemented and would like Athletics Canada to set the standard for the policy.

Action: The Coaching Committee is assigned to provide a recommendation for the level of screening system to be put in place to coach in Canada, under Athletics Canada policy.

Equity and Access Working Group update was provided by Helen M. and requested a Chair be assigned. Jillian D., Jenn B. and Helen M. will review potential candidates.

Action: Assign Chair to Equity and Access Group

The Chair provided an update from the Governance Committee, pending revisions to Bylaws was discussed and the revised Confidentiality and Conflict of Interest Agreement will be sent to members in New Year for signing. It was noted the Nominating Committee requires a Chair.

Helen M. provided an update from the Commonwealth Games of Canada AGM attended by Helen M. and Board Chair, Bill M. The current status of the organization was discussed.

Helen M. provided an update from the CPC AGM. The games and costs were discussed. Carla Nicholls work was well received. It was noted to include external guests, CPC CEO and Chair to our AGM in 2019.

Bill M. provided an update from the COC AGM. The meetings commenced with a sport leadership day. Discussions regarded funding and summer caucus. Presentations were good. The recent Calgary news was relevant at the AGM. The Olympic foundation's funding was discussed.

An update on IAAF will be presented on Friday, November 30 by Inaki G. and Abby H.

NACAC update was provided by Jenn B. The priorities and challenges, gender task forces were part of the meeting discussions. Mentoring from Athletics Canada would be a valuable opportunity for NACAC. The Chair noted AC needs to review NACAC policies and member appointments.

Committee Updates Recommended:

Finance Committee – Helen & John

HR Selection Committee – external candidate

National Team Committee – Two appointed and one as alternate (Ingrid Reese and Bruce Deacon and Felix A. as alternate)

The recommended Committee updates was motioned for approval Robert D. and was seconded by John P. Motion Carried.

John P. inquired regarding the communications on official rules for high school students and it was recommended to discuss with Andy W.

Next Meeting – Wednesday, February 27, 2019 via conference call.

Meeting adjourned at 3:55 pm. An In-Camera Session followed from 4:00 pm to 4:30 pm (PST).

Mr. Bill MacMackin
Board of Director's, Chair
Athletics Canada
Signature

Date

Helen Manning
Board of Director's, Vice-Chair
Athletics Canada
Signature

Date