



**CSCTA Annual General Meeting
April 4, 2016
Toronto, ON**

MINUTES

Attending: Ryan Mallette (Victoria), Tom Johnson (VNSC), Peter Carpenter (McGill), Dave Johnson (Cascade), Chris Hindmarch-Watson (CSCTA), Jeff Slater (UW), Mads Hansen (UCSC), Martin Gingras (PCSC), Peter Vizsolyi (UVIC), Cathy Pardy (OAK), Greg Arkhurst (CAMO), Brad Mori (KSC), Chris Stone (HTAC), Lance Cansdale (Swim NS/DAL), Brian Kelly (USC), Alexx Diep (NCSA), Ashley Almas (GHAC), Anne Muyaert (PICK), Colleen Marchese (UA), Mandi Smith (RDCSC), Robert Pettifer (RAPIDS), Allan Swanston (NEW), Andrew Craven (LAC), Craig McCord (SNC), Mark Fellner (SMB), Byron MacDonald (UT), Janet Dunn (SNC), Liam Donnelly (SFA), Graeme Gordon (OLDS), Mike Blondal (UCSC), Derrick Schoof (EKSC), Ulf Ornhjelm (COBRA), Nathan Kindrachuk (UA), Rod Barratt (UVPCS), Kevin Thorburn (ESWIM), Leonard Roxon (AASC), Karin Quane (PICK), Eric Quane (PICK), Ted Murphy (STSC), Dave Henbuch (GO), Alex Gendron (CNSJ), Tom Rushton (SNC), Kurt Murphy (Delta), Patrick Paradis (Chena), Brad Dingey (SNC), Brad Dalke (KCS), Sean Baker (OAK), Marta Belsch (FAST), Brian Woods (TIDE), Peter Bradstreet (BROCK), Reg Chappell (DUCKS), Steven Hitchings (GOLD), Reg Shaw (SKSC), Brian Johns (UBC), Dean Henze (SLSC), Wendy Johnson (Cascade), Michel Tremblay (CASE), Mark Perry (Swim AB), Mike Thompson (SNC), Kevin Ross (SWAT), Vince Mikuska (SNC), Kevin Coulman (CP), Mike Flegel (Swim BC)

Observers: Cheryl Humphrey (Swim AB), Bette El-Hawary (Swim NS)

Regrets:

1. Call to Order 12:00pm local time

- Peter Carpenter welcomed everyone and introduced the Board and Staff of the CSCTA.

Approval of Agenda

MOTION: To accept the Agenda as presented with the addition of 'Foreign Coaches' under New Business
Brad Dingy/Mike Blondal CARRIED

Approval of Minutes from March 31, 2015 AGM

MOTION: To accept the minutes of the CSCTA AGM from March 31, 2015 as presented
Sean Baker/ Mike Thompson CARRIED

2. Board of Director Reports

President's Report – Peter Carpenter

- CSCTA has continued to improve and strengthen their role in the decision-making framework at the local, domestic and international levels. There is a common voice and solidarity of all coaches. They continue to establish sustainable working partnerships.
- They are working to further develop trust in the coaching fraternity and Swimming Community.
- The CSCTA is working through their committees to interact with Swimming Canada regarding important decisions that impact Coaches.
- CSCTA still has a seat on the WSCA Board of Directors.
- Coach Education:
 - CSCTA continues to be one of Swimming Canada's largest funding partners for the NCCP and Coaching Development.
 - \$50,000 contribution for the 2011-12, 2012-13 and 2013-14 season
 - Reduced the contribution of \$25,000 for the 2014-15 and 2015-16 seasons.
- CSCTA continues to strengthen partnerships with their partners.
- Board Meetings take place regularly via conference call; The Board held a face-to-face meeting in Vancouver in May 2015. Another face-to-face meeting will take place in May or June 2016 to put together a four-year plan (2016-20).
- Four Pillars were outlined at the meetings in June:
 1. Ethics and Professional Practice
 - Policies, Screening of Members, Code of Conduct
 2. Education & Professional Development
 - NCCP, Regional Conferences, National Conference, Personal Coach Program, Coach Grant program, Professional Development, Online Programs
 3. Awards/Recognition
 - Domestic Excellence Awards, Provincial Coach of the Year Awards, Olympic/Paralympic Medal Incentive Funding
 4. Operations
 - Registration, Webpage, Finance, Human Resources, Day to day

Policy, Governance & Professional Practice – Peter Vizolyi

- Peter thanked David Fry for his service on this portfolio; Peter took over this position in the Fall.
- Templates for dealing with positive responses to screening questions continue to be evaluated and reviewed in conjunction with their legal experts.
- Continue to work closely with the Provincial Sections and National partners to develop a framework for jurisdiction for complaints
- All policies and the Code of Conduct were reviewed extensively each spring with changes implemented in August annually.
- Continued to screen all applications for membership and process any positive responses to the Screening questions. Committee members include: Jeff Slayter, Chris Hindmarch-Watson, Aaron Maszko and Peter Vizolyi.

Operations – Cathy Pardy

Registration

- No major changes to the registration process

- Registration numbers are healthy and just over 2,400 Coaches
- Relationship with I Can Swim and Teacher memberships are still under review and discussion.
- Over 200 Coaches who have been paid for by their clubs but have not yet completed screening/registration. Coaches are reminded that they are not members until they complete the screening portion of registration. Reminders are sent to Coaches through links. The CSCTA also follows up with Provincial offices to assist with compliance.

Funding Programs

- Personal Coach Programs- \$28,000 was allotted for various International events
- Coach Grant Program- \$15,000 based on the application process.
- Olympic Medal Incentive Program- \$15,000 every four years.
- Paralympic Medal Incentive Program- \$5,000 every four years.
- Regional Conference Funding- \$10,000 was allotted (every other year).

Professional Development- Ryan Mallette

Regional Conferences:

- No funding for Regional Conferences in the National Conference years (2014/2016)
- Support valued at \$10,000 this past year.

National Conference:

- Held in conjunction with the SNC AGM, Officials Symposium and other meetings
- Very successful weekend in Calgary in 2014
- Focus on Canadian content and theme in 2014
- Next National Conference will be September 29-October 2 2016, in Toronto Airport Marriott Hotel, Bruce Gemmill will be confirmed as the key note speaker.

Personal Coach Program

- As indicated above

Other programs under consideration:

- CSCTA delivered
- Partnership programs with SNC
- Partnered programs with Provincial and Regional Coaches Associations
- Expanded Online resources- discussion around opportunities. Please follow up with Chris Hindmarch-Watson
- Mentorship programs

COMMITTEE REPORTS

High Performance - Dave Johnson

- CSCTA High Performance Committee was created last year with members including:
 - Sean Baker
 - Dave Johnson (Chair)
 - Tom Johnson
 - Nicholas Perron
 - Derrick Schoof
 - Ben Titley

Members were appointed for 1 year until August 31, 2015

- Several conference calls and correspondence with Swimming Canada focusing on:
 - Coach Selection
 - Relay Selection

- On track times
- Swimming Canada Coaches Advisory Group

Discussions with Swimming Canada on these issues are ongoing. Communications have been very positive. The role of the Committee is to build the bridges and ensure there is an improved understanding on decision-making.

- CSCTA High Performance Committee 2015-16 members:
 - Mike Blondal
 - Emil Dimitrov
 - Dave Johnson (Chair)
 - Ryan Mallette
 - Peter Schori
 - Derrick Schoof
 - Ben Titley

Members are appointed for 1 year until August 31, 2016

- Call held November 2015:
 - Coach Selection
 - Open Water Selection dates
 - Communication surrounding Development Team selection dates/orientation.

The next meeting will take place later today.

CSCTA will publish information on their webpage or to the membership that includes the committee names and meeting details.

Domestic- Peter Carpenter

- CSCTA Domestic Committee was created in 2014 for the 2014-15 year members included:
 - Peter Carpenter (Chair)
 - Alan Swantson
 - Patrick Paradis
 - Martin Gingras
 - Kevin Thorburn
 - Derrick Schoof
 - Tom Rushton (Montreal, appointed)
 - Ron Jacks (appointed)

Members were appointed for 1 year until August 31, 2015

- Two memos were sent to SNC during the 2014-15 season related to the bonus swim structure at Olympic Trials and the order of events at the Canadian Swimming Championships.
Both were received and recommendations were accepted and implemented for the 2015-16 season.
- CSCTA Domestic Committee Members 2015-16:
 - Ben Keast- BC
 - Allan Swanston- ON
 - Tom Rushton- QC

- Jeff Slater- ON (CIS Rep)
- Lance Cansdale- NS (appointed)
- Derrick Schoof-AB (appointed)
- Martin Gingras- QC (Chair)
- Peter Carpenter- QC (Co-Chair)

Members appointed for 1 year until August 31, 2016

3. Financial Report

- At the March 31, 2015 AGM the CSCTA gained approval from the membership for a new plan for annual financial reporting which began with the fiscal year of September 1, 2014-August 31, 2015.
- The CSCTA will produce financial statements each year for presentation at our annual general meeting.
- These financial statements included a review engagement.
- This plan continues to have the approval and support of our accountant and legal counsel
- The Board has the authority to complete an audit at anytime should they choose or should the Membership demand one.

MOTION TO ACCEPT THE AUDITED FINANCIAL STATEMENTS AS PRESENTED April 4, 2016
Mike Blondal/ Craig McCord CARRIED

Motion to retain Millard, Rouse & Rosebrugh as the Accountant of the CSCTA for the
2015-16 fiscal year
Chris Stone/Brad Dingy CARRIED

4. Election of Officers:

- The Process was outlined by Chris Hindmarch-Watson
 - Today's election is for the Board of Directors
 - New Board Members determine the actual portfolio positions within the Executive.
 - Five positions open – four for two-year terms and one for a one-year term.
 - Ballots must include five votes. Any ballot not containing five votes will be considered spoiled
 - Appointment of scrutineers- Cheryl Humphery & Kirsty Hahto
- Nominations received prior to the AGM, each gave a brief bio:
 - Peter Carpenter
 - Mads Hanson
 - Ryan Mallette
 - Anne Ottenbrite-Muylaert
 - Jeff Slater
- The following nominations were from the floor:

- **Tom Rushton/Janet Dunn nominated** Marta Belsch. Marta accepted.
- **Mike Thompson/Chris Stone nominated** Greg Arkhurst. Greg accepted.

The following Director's have been named:

- Peter Carpenter- Two-year term
- Ryan Mallette- Two-year term
- Mads Hanson- Two-year term
- Jeff Slater- Two-year term
- Greg Arkhurst- One-year term

**Motion to destroy the ballots:
Brian Johns/Brad Dingy CARRIED**

- Past Board Recognition
 - Peter Carpenter recognized and thanked past Board members for their dedication to Coaching in Canada. David Fry, Tom Johnson and Dean Boles were recognized. Each was presented with a token of appreciation.

5. New Business

- Foreign Coaches: All Canadian Coaches must go through a screening process and pay a membership fee to have access on deck. Foreign Coaches to gain deck access was documented on the Swimming Canada; it is different for USA Swimming members and other Federations. USA Swimming Coaches must provide a copy of their membership; all others must have a letter from their Federation stating that they are a members in good standing. They are only allowed to be in contact with their own athletes directly. The CSCTA will be bringing these concerns to Swimming Canada; they have been in contact about this already. Recommendation that an additional category be added to the CSCTA membership categories for all foreign coaches to join.

**Motion that Coaches must be a member of the CSCTA to Coach on deck in Canada.
Mike Blondal/Dave Heinbuch**

Motion withdrawn after discussion.

Peter noted that he was against this motion and recommended that the CSCTA work with Swimming Canada on this issue for various reasons. Discussion took place on opportunities through WSA and Swimming Canada.

Motion that the members strongly object to the current Swimming Canada Foreign Coach policy and instruct that the CSCTA Board of Directors work with Swimming Canada for an improved policy. Mike Blondal/Jeff Slater CARRIED
(Four abstains: Janet Dunn, Vince Mikuska, Craig McCord and Greg Arkhurst)

6. Adjournment -

**MOTION TO ADJOURN THE CSCTA ANNUAL GENERAL MEETING at 1:36pm local time
Kurt Murphy/Derek Schoof**