



**CSCTA Annual General Meeting  
April 1, 2014  
Victoria, BC**

## **MINUTES**

Attending: Dean Boles (Swim Ontario), Bill Humby (UofA), Dave Johnson (Cascade), Tom Johnson (VNSC), Jan Bidrman (Calgary Academy), Dr. Peter Vizsolyi (UVIC), Tom Rushton (MNSC), Sureen Gosal (UCSC), Paul Midgley (Western), Chris Stone (Acadia), Aaron Maszko (HTAC), Brent Forsyth (IS), Kelly Taitinger (CDSC), Ryan Mallette (VAS), Robert Pettifer (RAPID), Brad Dalke (KCS), Kevin Thorburn (ESWIM), Alan Swanston (NEW), Murray Drudge (NYAC), David MacDonald (OSC), Derrick Schoof (EKSC), Lance Cansdale (DAL / NS), Scott Wilson (VAS), Patrick Paradis (Chena), Steve Price (UBCD), Carl Simonson (UCSC), Jason Brockman (CONNU), Mike Thompson (OAK), Cathy Pardy (OAK), Peter Schori (LASC), Ben Keast (WDSC), Stewart McLean (Bolts), Edie Fisher (KSS), Jeff Slater (UW), Janusz Kaczmarek (WVOSC), Mike Blondal (UCSC), Jason Marowski (BTSC), Wendy Johnson (CASCADE), Peter Wilkins (KAJ), Brian Johns (UBCD), Tyler Lewall (VPSC), Janice Hanan (VNSC / UBCD / SNC), James Hood (SNC), Iain McDonald (SNC), Ken Radford (SNC), Ken McKinnon (SNC), John Atkinson (SNC), Don Burton (GMAC), Brian Kelly (UPCAN), Ron Jacks (PCS)

Oberservers: Bette El-Hawary (Swim NS),

Regrets: David Fry, Peter Carpenter (McGill),

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1. Call to Order 11:52am local time

- Dean welcomed everyone and introduced the Board and Staff of the CSCTA.

Approval of Agenda

**MOTION: To accept the Agenda as presented  
Chris Stone/James Hood CARRIED**

Approval of Minutes from April 2, 2013 AGM

**MOTION: To accept the minutes of the CSCTA AGM from April 2, 2013 as presented  
Carl Simonson/ Brad Dingy CARRIED**

2. Board of Director Reports

**President's Report – Dean Boles & Bill Humby**

- Dean Boles thanked Bill Humby for the many years of service as the President.
- Bill Humby stepped down as the President in November; Dean Boles took on the position in the Interim.

- The CSCTA continues to improve and strengthen our role in the decision-making framework at the local, domestic and international levels.
- Working towards being the common voice and towards further solidarity of all coaches
- Continuing to improve upon our sustainable working partnerships
- Working to further develop trust in the coaching fraternity and Swimming community
- CSCTA Currently has roles on several Swimming Canada committees including the SNC Domestic Council, SNC Selection Committee, SNC Policy and Governance Committee, SNC Awards Committee, NCCP Advisory Committee and SNC ED Council. CSCTA also had a representative on the selection Committee for the hiring of the SNC High Performance Director.
- CSCTA also still has a seat on the WSCA Board of Directors.
  
- Staff Update:
  - Chris Hindmarch-Watson was re-signed in the summer of 2012 as the Executive Director of the CSCTA
  - Five year agreement through the 2016-17 season
  - The CSCTA has retained the services of Elizabeth Collins in the role of Administrative Assistant
    - Main focus is registration support
    - Position will continue to evolve and expand to assist in other roles of the organization
    - This hire will allow the ED position more time to grow other projects that have been discussed, more attention to the National Conference and other Coach support programs.
  
- Coach Education:
  - CSCTA is the largest external funding source for NCCP development with our \$50 000 committed for the 2011-12 and 2012-13 seasons.
  - Working towards accessible and appropriate certification entry points for coaches.
  - Currently the CSCTA has 3 seats on the NCCP advisory council
  - Jeff Slator is working as an Advisor to the Board for the NCCP program.
  
- 2014 National Coaches Conference
  - Looking to build on the success of the 2012 event in 2014
  - September 18-21
  - Host Hotel is the Westin Calgary
  - Partnership with Swimming Canada on the first ever Canadian Swimming Congress weekend
  - Continued partnership with Team Aquatic Supplies as the Title Sponsor of the CSCTA National Conference
  - More information will be available in the coming weeks.
  
  - Personal Coach Program
  - CSCTA provided funding to non-selected personal coaches to the 2013 World Championships up to \$10,000

- Thanks to many partners for their continued support with the CSCTA.
- Future planning
  - Board will meet post Mel Zajac Jr/Canada Cup Vancouver

#### **VP – High Performance - Jan Bidrman**

- World Championships: Medal Performances
  - Silver Medal Ryan Cocherane 1500m Free; Coached by Randy Bennett
  - Silver Medal Eric Hedlin 5km Open Water; Coached by Randy Bennett
  - Bronze Medal Richard Weinburger 10km Open Water; Coached by Ron Jacks
- World Championships: A finalists listed in power point
- Long Course Canadian Records listed in power point
- Open Water Top 10 (World Championships) listed in power point
- 2013 FISU Games (Russia)
  - 5 medals (Gold, Silver, 3 x bronze)
  - 9 x 4<sup>th</sup> place Finishes
- IPC World Championships: Medal Performances listed in power point

#### **VP –Policy, Governance & Professional Practice – David Fry** (Chris Hindmarch-Watson on behalf of David Fry)

- Templates for dealing with Positive Responses to screening questions continue to be evaluated and reviewed
- We continue to work with our Provincial and National partners to develop a framework for jurisdiction for complaints.
- All policies and the Code of Conduct will be reviewed this Spring with a launch of September 2014.
- Thanks to Dr. Peter Vizsolyi for his ongoing assistance in each of these areas and the expertise of Chris Hindmarch-Watson

#### **VP – Operations – Tom Johnson**

- Registration
  - No major changes to registration process
  - Registration numbers are healthy and just under 2,500 Coaches
  - Relationship with I Can Swim and Teacher memberships are being reviewed this Spring
- Funding Programs
  - Personal Coach Programs
  - Coach Grant Program
  - Olympic Medal Incentive Program
  - Paralympic Medal Incentive Program
  - Regional Conference Funding
- NCCP
  - Current issues around the total number of Coaches who are completing certification
  - Recent change to leadership group responsible for the program as SNC brings the operations in house and away from an outside Contractor relationship.
  - Working with SNC to ensure that the program is accessible
  - Investment level will be reviewed this spring.

- Changes at SNC, including hiring of Senior Staff...

### 3. Financial Report

- Tom Johnson spoke on the financial statements that were distributed. A bookkeeper will be hired shortly.
- Approval of the 2012-2013 Audited Financial Statements

**MOTION TO ACCEPT THE FINANCIAL STATEMENTS AS PRESENTED April 1, 2014**  
**Mike Blondal / Derek Schoof CARRIED**

- Appointment of the Auditors for 2013-2014

**Motion to retain Millard, Rouse & Rosebrugh as the Auditor of the CSCTA for the 2013-14 fiscal year**  
**Carl Simonson / Don Burton CARRIED**

*The Auditor recommended the **Legal Reserve Contingency** to ensure there are sufficient funds available from a risk management perspective. The wording is incorrect, it will be noted to the Auditor.*

### 4. Election of Officers:

- The Process was outlined by Chris Hindmarch-Watson
  - Today's election is for the Board of Directors
  - Three positions open – all for two-year terms.
  - Ballots must include three votes. Any ballot not containing three votes will be considered spoiled
- Appointment of scrutineers- Jan Hanan & Bette El-Hawary
- Nominations received prior to the AGM:
  - Tom Johnson
  - Peter Carpenter
  - Ryan Mallette
- Nominations from the Floor
  - After three calls no nominations were received from the floor
  - No nominations from the Floor
  - Tom Johnson, Peter Carpenter and Ryan Mallette were all acclaimed.

*Dean Boles extended thanks and presented Jan Biderman with a gift on behalf of the CSCTA as an outgoing Director.*

### 5. Changes to CSCTA Bylaws

- The changes to the bylaws were presented by Peter Vizsolyi
- Majority of the changes are required under changes to the Canadian Not for Profit Act
  - Same process that all organization who fall under this act have gone through
- Head Office location must now have specific Province listed.

- Categories of Membership cleaned up and simplified to have 2 overall classes.
- AGM must be held within 6 months of year end
  - May pose a problem for CSCTA but are working with our Legal Council and Auditor to explore options
- Cleaned up the Election Process
- Changes to Board Composition
  - Past President becomes Appointed position on the Board for a one-year term
- Fundamental changes are now outlined along with what is required to make changes
- Special class votes are outlined in detail

**Motion to accept the changes to the CSCTA Bylaws as presented  
Jan Hanan / Steve Price CARRIED**

6. New Business

- None

7. Adjournment - Dean extended thanks to everyone for coming and the Board.

**MOTION TO ADJOURN THE CSCTA ANNUAL GENERAL MEETING at 12:27pm local time  
Chris Stone**