



Annual General Meeting of Athletics Ontario

Sunday, November 19, 2017

Holiday Inn Toronto International Airport

970 Dixon Rd, Etobicoke, ON M9W 1J9

MINUTES

1. Call to Order and Welcome -- 1:51 p.m.

The Chair of the Board, Lisa Ferdinand, welcomed the attending members and introduced Ross Ste-Croix, AO's new Executive Director who proceeded to introduce the parliamentary voting procedure and the clubs present at the meeting.

Clubs Present and number of votes at the 2017 AGM:

1. Blue Devils AC (1)
2. Brampton TC (1)
3. Central Toronto AC (3)
4. Etobicoke TFC (2)
5. Extreme Velocity TC (1)
6. Flying Angels TC (1)
7. London Western TFC (3)
8. Mississauga TFC (1)
9. Newmarket Huskies TC (3)
10. Niagara Olympic Club (2)
11. Oakville Legion TFC (1)
12. Ontario Masters Athletics (3)
13. Ontario Officials (3)
14. Ottawa Lions TFC (3)
15. Phoenix Athletics Association of Ontario (1)
16. South Simcoe Dufferin TFC (2)
17. Speed River TFC (3)
18. The Gazelles (2)
19. Toronto Olympic Club (2)
20. Toronto West AC (3)
21. University of Toronto TC (3)
22. York University TFC (2)

2. Parliamentary Procedures and Voting Review

The Executive Director announced the voting powers of the members present at the meeting and outlined parliamentary procedures:

There are one hundred and fifty (150) available votes at this Annual General Meeting, with thirty (30) votes constituting a Quorum (20% of total number of clubs). There were forty-six (46) votes available to be cast at the meeting; a quorum was present and able to conduct business.

The Executive Director outlined the voting procedures regarding motions and the election of members to the Board of Directors. He advised that members of The Gazelles, Ontario Masters Athletics, and the Flying Angels TC would act as scrutineers for the meeting, if voting went to a ballot election.

VOTES:

The Executive Director advised of the two votes taking place:

1. There is an amendment to the AO by-laws that will be put forward and voted on by all members.
2. Election of Directors to the Board. When it comes time for the elections our Nominations Committee Chair will present a slate of candidates for the purpose of this election.

NOTICE OF MEETING:

Further, the Executive Director asked for the membership to waive the reading of the Notice of the 2017 Annual General Meeting.

Approval was granted.

The Executive Director announced the 2017 Annual General Meeting of Athletics Ontario to be duly constituted and open for business.

3. Introductions

The Chair introduced the members of the Board, staff, and guests.

Guests:

- Rob Guy (CEO of Athletics Canada)

Board of Directors:

- Lisa Ferdinand, Chair
- Dean Hustwick, Vice Chair
- John Stevenson
- Chadi Azzi
- Nicole Clarke
- Sarah Boyle
- Joanne Davidson, Secretary (unable to attend)
- Erik Wachman (unable to attend)
- Ania Ciesielski (unable to attend)

Staff:

- Ross Ste-Croix - Executive Director
- Kolton Kowalchuk - Manager, High Performance
- Anthony Biggar - Manager, Member Services, Programs & Development
- Randolph Fajardo - Manager, Competitions, Technical Specifications & Logistics
- Mehrunnisa Kharodia - Office Assistant
- Melissa Johnstone - Media Relations and Communications Coordinator
- Sheryl Preston - Road Running Coordinator

Moment of Silence: The Chair requested a moment of silence to honour those in the athletics sporting community who have passed away during the past year.

Appointment of Recording Secretary: The Chair gave notice of the appointment of the recording secretary, Mehrunnisa Kharodia, as approved by the Board on November 18, 2017.

4. Approval of Agenda

The Chair noted that there were three (3) motions presented by Phoenix Athletics Association of Ontario, which would be discussed later on in the meeting.

Motion: To approve the agenda as presented.

Etobicoke TFC and Ontario Masters Athletics Carried

5. Approval of Minutes of the 2016 AGM

Motion: To approve the minutes of the 2016 Annual General Meeting of Athletics Ontario as presented.

London Western TFC and UTTC Carried

6. Business Arising from the Minutes of the 2016 AGM

There was no business arising from the Minutes of the 2016 AGM.

7. Ratification of Business Conducted by the AO Board of Directors in 2016/17

Motion: To ratify the business conducted by the AO Board of Directors in 2016/17.

Ontario Officials and London Western TFC Carried

8. Reports

The Chair introduced each report and asked if there were any questions from the membership:

Board:

- a) *AO Strategic Priorities 2015-18: Progress Towards 2018*
- b) *Board & Executive Committee (Lisa Ferdinand)*
- c) *Finance Committee (Lisa Ferdinand)*
- d) *Governance Committee (Dean Hustwick)*
- e) *Human Resources Committee (Lisa Ferdinand)*
 - A question was posed regarding the number of interviewees for the ED positions. Lisa explained that the hiring process involved two rounds. The first round of interviews took place prior to Christmas 2016, five individuals were interviewed. A pause in the process took place for the holidays and when the process was resumed, the interviewees stepped away from the process.
 - The second round of interviews took place in March of 2017 and three (3) individuals were interviewed.
- f) *Risk Management Committee (Joanne Davidson, presented by Lisa Ferdinand)*
 - A risk management workshop has been created for staff and the membership.
 - Staff completed part one in September and will complete the second part in the new year.
 - Membership will be offered a risk management workshop in the form of a webinar in the coming months.
- g) *Quest for Gold Committee (Nicole Clarke)*
 - The Quest for Gold Committee has a full committee for the upcoming selections.
 - The committee is currently awaiting final approval from the Ministry for the selection criteria. Once approval is received, the registration process will be posted and deadlines will be moved back as a result of the wait.
- h) *Programs & Services Committee (Michael Lavigne, presented by Anthony Biggar)*
- i) *Competition Committee (Randolph Fajardo)*
 - The Bid Committee report will be posted online in the coming weeks.
 - Clubs selected to host 2018 Championships will be notified prior to a public announcement going out.
 - A question was posed regarding comments received for the 2017 Championships from the membership. The comments from completed surveys will be made public in the coming months.
- j) *Technical Committee (Randolph Fajardo)*
 - XC Distances**
 - Questions were asked about distance parity between male and female runners at AO XC Championships. Randolph explained that he will be reaching out to distance coaches and clubs to understand the broader opinion on the situation before moving forward with the equalization of distances at the XC Championships.
 - A concern was brought up regarding XC distances at the Bantam age category. Bantam athletes currently run 3000m in school and with the MTA, but 2000m at AO Championships. There is also a difference in distances for Bantam athletes between MTA and AO at outdoor championships.
 - Randolph said that the concern is something that he will take to the Technical Committee. They will have to consider various factors including LTAD recommendations.
- k) *Ontario Master Association (Doug Smith)*
 - The OMA reported record membership numbers for 2016-17.
 - They picked up the 2017 NACAC Masters Games with only a few weeks' notice when Mexico backed out.

- Awarded the 2019 NACAC Masters, which will be a dry run for the 2020 World Masters Games.
- A concern with team scoring at the XC Championships was brought forward. The scoring currently only uses masters' scoring during the XC Championships. Randolph will take the concern to the Competitions and Technical Committees.

l) Athletics Ontario Officials (Ian Reid)

m) Executive Director (Ross Ste-Croix)

n) Manager, Member Services & Program Development (Anthony Biggar)

o) Manager, Competitions, Technical Specifications & Logistics (Randolph Fajardo)

p) Manager, High Performance (Kolton Kowalchuk)

q) Office Assistant (Mehrunnisa Kharodia)

r) Road Running Coordinator (Sheryl Preston)

s) Media Relations and Communications Coordinator (Melissa Johnstone)

Ross also recognized Shehara Vanniasinkam, who is contracted Variety Village staff, who assists AO with bookkeeping.

Motion: To accept the reports as presented.

Ottawa Lions TFC and The Gazelles

Carried

9. Report on Financial Statement, Budget Review, and Appointment of Auditors:

Report of the Auditor: Ross Ste-Croix reviewed the report for 2016-17.

Statement of Financial Position:

- Ross explained an increase in cash/capital assets was due to maturity of investments in 2016-2017. Part of the investments included funds raised from Bingo, which are being used based on the City of Toronto's guidelines. Other investments that came to maturity during the fiscal year will be reinvested.
- An increase in the Accounts Payable was a result of OHPSI payments that were sent out during the fiscal year.

Schedule of Income:

- CSI Ontario line item increased by almost double as athletics became a tier one sport in 2016-17. As a tier one sport, Athletics Ontario received an increase in funding to \$225K.

Schedule of Expenditures:

- The difference in salaries between 2015-16 and 2016-17 is a result of AO not having an Executive Director or Communications Coordinator for several months.
- An increase in championship expenses in 2016-17 was a result of hosting the Junior/Senior championship at York Lions Stadium. Hosting the event at the stadium was an expensive venture.

Motion: to adopt of the Audited Financial Statement for April 1, 2016 - March 31, 2017.

Ottawa Lions TFC and Etobicoke TFC

Carried

Budget Review:

Ross reviewed the Proposed Budget for 2018 – 2019.

Predictable Revenue:

- AO is projecting greater income in road running. With Sheryl Preston on ¾ time as the Road Running Coordinator, AO expects to have more connections within the RR community. This is expected to bring in additional revenue through accreditation and memberships.

Motion: To accept the Proposed Budget for 2018 – 2019.

London Western TFC and TOC

Carried

Appointment of the Auditor

Motion: That Thompson Turnbull be appointed AO auditors for 2017-18.

Ottawa Lions TFC and The Gazelles

Carried

10. Motions

- a) Sarah Boyle outlined the changes being made to the Athletics Ontario By-laws. She reviewed the general changes, which includes updates to titles, headings, table of content, defined terms, and the reorganization of the by-law content. She also reviewed substantive changes that included:
1. New Defined Terms
 2. Revised title of the Annual Meeting
 3. Notice of Meetings to include proxy voting
 4. Clarification on the refund policy
 5. Fee changes to be determined by the Board
 6. Increase in the nomination timeframe for potential Directors
 7. Director Terms
 8. Qualification of Directors
 9. Remuneration of Officers, Agents, and Employees
 10. Adjournment of Board Meetings

Motion: To adopt the amendments as presented

Ottawa Lions TFC and Flying Angels

Carried

b) Phoenix Athletics Association of Ontario put forward three (3) motions:

1. The entry deadline be moved from Monday at 11:59 PM to Tuesday at 11:59 PM

The matter was referred to the Competitions Committee.

2. That small clubs (less than 50 members) be allowed to amalgamate with one other small club (less than 50 members) for relays and XC meets. This is only for AO meets, not AC.

It was agreed that the wording of this motion was unclear in order to consider the request. Phoenix Athletics retracted the motion.

3. That the club championship format as it is presently, be abolished. If defeated, That the club championship format be changed to two (2) tiers:
 - i. Clubs with less than 60 members
 - ii. Clubs with more than 60 members

Motion: To put Motion #3 on the table for discussion.

Extreme Velocity and Blue Devils

Carried

Discussion:

- **Brampton TC:** As a small club, would like the opportunity to compete against larger teams.
- **Toronto Olympic Committee:** As mainly a distance club, they don't expect to compete for club championships.
- **Niagara Olympic Club:** Amalgamating clubs for championships could be messy and could cause a lot of issues among coaches and clubs. The motion is too much to bring to the AGM, it should be brought to the Competitions Committee.
- **Speed River TFC:** There needs to be clarification on the motion.
- **Newmarket Huskies:** Clubs build over the years, points are based on how coaches set up teams that go to championships.
- **Extreme Velocity TC:** When teams are sent to other championships (international, national teams), athletes are amalgamated from other clubs for relays, it should be something to consider for championships.
- **Anthony Biggar:** Finer details on how to amalgamate need to be thought out.

Motion tabled for further discussion and referred to the competitions committee

Motion removed from the AGM table.

11. Elections of Directors

Dean Hustwick served as the Chair of the Nominations Committee. He reviewed the process and noted that public notice of the nomination process was given on August 20th, 2017 and that the nominations closed on October 15th, 2017.

The Nominations Committee comprised of Dean Hustwick (Director) and Sarah Boyle (Director), Michael Lavigne (Programs & Services Committee Chair), and Carl Georgevski (Head Coach of the University of Toronto TC).

Dean advised which Directors' terms were up for re-election and that Erik Wachman and Anna Ciesielski would not be seeking another term on the Board.

The Committee received seven (7) completed nomination forms. The candidates were reviewed, interviewed and vetted through reference checks by the Nominations Committee. Selection criteria used is based on an applicants experience, skills and expertise -- this is to ensure the Board has the expertise needed to fulfill its governance role.

The four individuals put forward on the 2017 slate were:

1. Petrina Dolby
2. Lisa Ferdinand

3. Brian McClelland
4. John Stevenson

Motion: To accept the slate as presented.

Ottawa Lions and NOC

Carried

12. New Business

No new business.

13. Comments by the Chair

The Chair thanked everyone for attending the 2017 AGM and Rob Guy for taking time to come from Ottawa and present to the AO membership.

Motion: To adjourn the 2017 Annual General Meeting of Athletics Ontario.

Speed River TC and York University TC

Carried

Adjournment: 4:47 p.m.