



**MINUTES OF THE 2022 BC ATHLETICS ANNUAL GENERAL MEETING  
HELD VIRTUALLY ON AUGUST 20, 2022 BY RINGCENTRAL MEETINGS FOR REMOTE DELEGATE  
REGISTRATION AND VOTING**

Virtual check-in for Delegates was opened at 10:30am.

**1. CALL TO ORDER**

- The meeting was called to order at 11:00am with Board Chair, Greg White, as the Chair. (*Refer to Addendum “A” for a list of the delegates in attendance*).
- Chair acknowledged that the meeting was being held on the traditional, ancestral and unceded territory of the Coast Salish people.

**2. CHAIR’S WELCOME & INTRODUCTIONS**

- Greg welcomed the club members and delegates and thanked them for attending.

**3. CONFIRMATION OF VOTING PRIVILEGES**

- The voting procedures and number of votes per club were listed on the BCA website.
- Quorum constitutes 32 votes. The Chair confirmed that a quorum was present. Refer to Addendum “A” for a list of the voting delegates.
- The number of votes present when the 2022 BC Athletics AGM was called to order was 63 votes online.

**4. URGENT MATTERS**

- Chair announced the items of housekeeping and explained the voting procedures, instructions for participation in the meetings and the how delegates can submit questions and comments.

**5. ADDITIONS OF THE 2022 AGENDA**

- An agenda was posted on the BCA website and links to the AGM Voting Agenda and Non-Voting Agenda were emailed to all the delegates registered for the 2022 BC Athletics AGM on Friday, August 19, 2022. There were no additions to the agenda.

**6. ADOPTION OF THE 2022 AGENDA**

***MOVED THAT THE AGENDA, AS PRESENTED, BE ADOPTED.  
Vote was passed by the delegates. CARRIED***

**7. APPROVAL OF THE 2021 BC ATHLETICS AGM MINUTES**

- The minutes of the August 21, 2021 AGM Minutes were posted on the BCA website.
- Chair noted that, when acknowledging the Vice Chair in the closing remarks, the minutes should read, Greg noted Jim joined the Board of Directors in 2007...***MOVED (John Gay/Darren Willis) THAT THE MINUTES OF THE BCA 2020 ANNUAL GENERAL MEETING HELD AUGUST 21, 2021 BE ADOPTED AS CIRCULATED AND AMENDED.***  
***Vote was passed by the delegates. CARRIED***

**8. QUESTIONS ARISING FROM THE 2021 BCA AGM MINUTES**

- There were no questions arising from the 2021 BC Athletics AGM minutes.

## **9. BC ATHLETICS BOARD ELECTIONS NOMINATING COMMITTEE REPORT**

- The Nominating Committee Report was noted on the agenda. Nomination Forms were available on the BC Athletics website for submission of additional nominations.
- Greg White reported the Nominees for the Chair of the Board of Directors position are Darren Willis and Marcus Wong, the Director of Finance incumbent Ota Hally is standing for election, the Director of Marketing & Communications incumbent Newton Hoang is standing for election, the Director Programs & Technical Development Nominee is Garrett Collier and the position of Director of Administration and Planning has not received any nominations.
- It was noted that depending on the election for the position of Chair, there will need to be a vote held to replace the current board position the individual elected currently holds, for a period of 1 year.
- It was noted the Zone Director elections will take place during the 10-minute break. The Zone Director positions are Director Zones 1 & 2 – 1 position, 1 year remaining; Director Zones 3, 4 & 5 – 1 position, 2-year term; and Director Zone 7 & 8 – 1 position, 2-year term.
- Greg reported no nominations have been received from the BC Team members for the Athlete Director Para or Athlete Director Male but the positions could still be voted on by the BC Team members and brought forward to the Board.
- Nominations and positions will be revisited later in the meeting under Elections.

## **10. ORGANIZATIONAL MANAGEMENT REPORTS**

- The following written reports were posted on the BC Athletics website and are available on request from the BC Athletics Office.
  - a. Board of Directors
    - A. Chair – Greg White
      - 1. Items of note
        - a. Athletics Canada – At the AGM in May in Halifax, it was announced to the members, the interim CEO Mathieu Gentes was been appointed the CEO.
        - b. Along with the President, the Chair represented BC Athletics at the monthly Athletics Canada Branch Council conference calls and served as the Chair of the Athletes Canada Branch Council until May 2022.
        - c. Key issues in 2022 and moving forward: Safe Sport; Diversity, Equity and Inclusion Policy; and National Championships event hosting.
    - B. Vice Chair – Marcus Wong
      - 1. Items of note
        - a. Vice Chair role was combined with Director of Administration & Planning, with engagement with membership for the strategic plan this year.
        - b. Looking forward to continued governance work, looking at committee structures, meeting procedures and implementing best practices.
    - C. Zones 1 & 2 – Vacant
      - 1. No items of note
    - D. Zones 3, 4 & 5 – Jasmine Gill
      - 1. No items of note
    - E. Zone 6 – Darren Willis
      - 1. Items of note
        - a. Busy year for the island with six meets on the island and one additional meet prior to the pandemic.
        - b. Concern with officiating and how stretched they were this year. Nice to see the stats reflected that in the detailed and extensive Officials Report.
        - c. Thanked everyone on the island for their participation and hosting.
        - d. Chair announced a few retirements from the Zone and noted the Association’s appreciation of their work and thanks for their years of service.
    - F. Zone 7 & 8 – Vacant
      - 1. No items of note
    - G. Male Athlete Director – Vacant
      - 1. No items of note
    - H. Female Athlete Director – Rebecca Dutchak
      - 1. No items of note
        - a. Chair noted Rebecca was not present at the meeting but provided a good perspective on the inclusion issues, moving forward, in her report.

- I. Para-athlete Director – Vacant
  - 1. No items of note
- J. Marketing & Communications – Newton Hoang
  - 1. No items of note
- K. Administration & Planning – Vacant
  - 1. No items of note
  - 2. Strategic Plan – Brian McCalder/Marcus Wong
    - a. Copy of the implementation plan posted to the website. Under six months from the implementation date. Noted the green, yellow, red concept for where the association is at this point. The green indicates on target or exceeded metric set out in year one. No red and some yellow scattered throughout the green.
    - b. Plan shows where the association is in terms of many items. Plan is ambitious and forward thinking. More reports will come to the Board as the year progresses. Asked to provide an update every quarter, reporting on achieving the metrics and progress.
    - c. Thanked Brian and Staff for all their hard work on the implementation items and putting the metrics into the final presentation.
    - d. Chair thanked Marcus and Brian for their work on the level of detail provided.
- L. Events & Promotion – Jordan Myers
  - 1. No items of note
- M. Programs & Technical Development – Tyler Heisterman
  - 1. No items of note

## **11. PROGRAM MANAGEMENT REPORTS**

- The following written reports were posted on the BC Athletics website and are available on request from the BC Athletics Office.
  - a. Technical Manager Track & Field (including the 2022 Track & Field Records) - Megann VanderVliet
    - A. Items of note
      - 1. Detailed report provided. Busy and fun year. Hosted many high-performance events.
      - 2. Highlighted some wins
        - a. Sanctioned over 75 competitions and over 16,000 participants across the meets.
        - b. Highschool track back, comparable to 2019.
        - c. High performance pathway, big year with championships, Common Wealth Games, NACAC Championships in the Bahamas.
        - d. BC Team program, 70 athletes on BC Team. 53 athletes currently competing in the Canada Summer Games. 40 athletes on the 15-year-old/Under 18 Legion Team. 20 unique coach/associate members. Thank you for all who stepped up to volunteer.
        - e. BC Athlete Assistance Program (AAP) – Invested over \$54,000 into program. Directly into the athletes to support training and competition costs.
        - f. 140 athletes have been nominated under the 2021/2022 BC Athletics High Performance Targeted Athlete Program to get additional funding and support.
        - g. Higher performance events hosted – World Athletics Permit Meetings,
        - h. Thanked the officials, club leaders, volunteers and the Track and Field Committee for all their work and support.
    - B. Track & Field Committee – Tara Self
      - 1. No items of note
  - b. Technical Manager Road & Cross Country – Clif Cunningham
    - A. Items of note
      - 1. Road Running Committee happy to see events return. Busy spring with an even busier fall. Looking forward to Road Running participation growing.
      - 2. Thanked the Road Running Committee for their continued involvement.
      - 3. 3 big records this year: Cam Levins, 10 km U20 Olivia Lundman, 35km Senior Male 35km Evan Dunfee.
    - B. Road Running Committee (including the 2022 Road Running Records) – Jared Hulme and Eric Chene
      - 1. No items of note
    - C. Cross Country Committee
      - 1. Items of note
        - a. Thanked the Cross Country Committee for their continued participation.
        - b. Final selection coming for hosting the BC Championships. Looks like it will be in the lower mainland.

- c. Cross Country Championships will be held again in Ottawa on November 26. Looking for team staff applications.
- c. Para Athletics Coordinator - Katie Miyazaki
  - A. No items of note
- d. Masters Committee –Jake Madderom
  - A. Includes the 2022 Masters Outdoor Track & Field Records, the 2022 Masters Indoor Track & Field Records and the 2022 Masters Road Running Records, which were all posted online.
  - B. Items of note
    - 1. Thanked Brian McCalder for finding support for hosting the Track & Field 55 portion of the games. Thanked Bruce Deacon for taking on role as Sport Chair.
    - 2. Thanks to the Greyhound Track & Field Club as well for hosting the Masters Multi Event Meet. Well organized and enjoyed by all.
- e. Officials Committee – Brian Thomson
  - A. Items of note
    - 1. Comprehensive report provided.
    - 2. 2022 operationally, a very busy and successful year.
    - 3. 198 active officials registered with certification levels between 1 and 5.
    - 4. Officiated or scheduled to officiate 100 meets across athletics.
    - 5. Complicated this year with having to officiate Track & Field Championship and other meets in more remote locations. Provincial Staffing Coordinators kept very busy.
    - 6. Strategically, made good progress against priorities of modernizing.
    - 7. Recruitment and Development to level 2, implemented the new pathway utilizing the online training.
    - 8. Had lower number of officials reaching level 2 certification, but decrease expected. Many officials joined last year so expected a drop off this year. Hope will settle over the next year or two.
    - 9. Next year focus on mentoring and additional advertising.
    - 10. Next big piece to work on is recruitment and training into the senior levels.
    - 11. 2022 – major push on training in para. Offered a couple in person clinics.
    - 12. Slight increase in officials to level 3. Want to push in future years to get officials into level 3-5. Experience is a big piece that will require travel and associated cost. Evaluations for senior levels, 4/5, also will have associated travel costs. Mentoring next year will help.
    - 13. BC Athletics staff support in organizing and executing clinics at level 3 would be very helpful.
    - 14. Budget on track except for travel to local and regional meets. Canadian Track & Field championships around the province and in Prince George. Bigger budget but also over budget. Increase mileage cost, so additional cost. Significantly higher number of officials submitting reimbursement. Going forward not expecting to see travel costs coming down. Trying to get more officials at the local levels to bring costs down.
    - 15. Club support on becoming officials would be very much appreciated. Encourage clubs to develop their own officials and schedule the meets to balance with the officials.
    - 16. Thanked all for their wonderful support.
- f. Junior Development Committee – Doug Evans
  - A. No written report provided. Doug provided an oral report at the meeting.
    - 1. Items of note
      - a. Change of Chair and Vice Chair with Doug Evans and Christi Lundman.
      - b. Thanks, and appreciation to outgoing Chair, Dawn Copping and Vice Chair Birgit Weaver for all their effort over the years.
      - c. Returned to competition. Took some time to get the parents into the flow of meets.
      - d. Pentathlon Championships numbers were quite low. Aggravating factor was the long weekend and cost of accommodation. Not well promoted by the individual clubs encouraging athletes to attend. Ideal time for the JD Pentathlon is mid-June before school ends and a good break before the Championships.
      - e. JD Championships went really well, exceeding the 2019 numbers.
      - f. Committee perspective – looked at hammering out competition details with regard to para athletes competing with Junior Development athletes. Issue with rewording the requirement for volunteers with championship meeting. Club onus to provide volunteers but can reach out to other clubs for assistance.
      - g. With the break of the traditional events, due to the pandemic, opportunity to look at the JD Awards Banquet. Decision made not to continue due to time and cost that could be spent better elsewhere. Encouraging recognition at Club events.
      - h. Standard of excellence awards was reviewed and decided to keep as is.



1. Audited results had no surprises, just a few reclassifications. Surplus at year end was \$125,000, versus the budgeted \$50,000. Received all wage subsidies and grants applied for. No issues from the Auditors.
2. Recommendation of the Finance Committee and the Board of Directors that the audited financial statement be accepted.

***MOVED (Ota Hally/Jordan Myers) THAT THE BC ATHLETICS AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2022 BE ACCEPTED AS PRESENTED. Vote was passed by the delegates. CARRIED***

c. Board Approved 2022/2023 Operating Budget and Draft 2023/2024 Budget

A. Items of note

1. Board approved operating budget. Increased revenue with increased expenses, primarily due to not receiving any more salary subsidies. Offsetting expenses with increased membership and other membership revenue sources. Modest surplus budgeted.
2. Recommendation to approve the draft budget provided for 2023/2024. No surprises. Underlying assumption that the association keeps receiving the government grant, which can change. However, the association has been fortunate and diligent in applying and receiving the grant so hope and expectation is that this will continue.

B. There were no questions from the membership.

***MOVED (Ota Hally/Darren Willis) THAT THE BC ATHLETICS DRAFT BUDGET FOR THE FISCAL YEAR 2023/2024 BE APPROVED. Vote was passed by the delegates. CARRIED***

***MOVED (Ota Hally/Darren Willis) THAT BDO CANADA LLP, OR OTHER AUDITORS AS APPROVED BY THE BOARD OF DIRECTORS, BE APPOINTED TO PERFORM AN AUDIT OF BC ATHLETICS FOR THE YEAR 2022-2023 AND THAT THE BOARD OF DIRECTORS BE EMPOWERED TO SET THE REMUNERATION. Vote was passed by the delegates. CARRIED***

15. **CEO**

a. CEO Report

A. Items of note

1. Brian thanked the membership and volunteers that helped to reemerge the association from the pandemic and bring back athletes even stronger, which has been seen through the membership and the participation at events.
2. Strategic Plan was referenced throughout the report
  - a. Coaching – Safe sport training will be required to have in place as part of membership, nationally and provincially. Heads up to clubs that it may be coming as a requirement to the coach members of the association as well.
  - b. Officials – Staff support has been approved as part of the operating budget and plan to come into play in October/November to assist with coaching education and development.
  - c. Membership fees for Officials increase to \$30.00 plus GST per year, as approved by the membership at the last AGM.
  - d. Growth and Membership – Club management of Criminal Records Check and ensuring that all the required membership types have those in place. Absolutely critical and may be, that if there is any legal action taken against the association, want to ensure any party have the CRC in place, all safe sport policies and training are up to date and available on the club website.
  - e. Insurance cost increase – Abuse liability are factors affecting cost.
    - i. Change to a degree in how they arrive at the liability policy for membership, including clubs. Charge per person instead of per club. Increase per person relative to liability insurance available. Will have seen in the insurance report posted on the website.
    - ii. Insurance policy – COVID or contagion exclusion. Will not cover any claims arising from infectious diseases such as COVID-19. In place until the end of 2022 and not sure if it will be extended.

- f. High performance program – Megann spoke to and included in her report. On average BC has 33.4% of any national team coming from BC. Directly related to the effectiveness of club program, coaching and commitment of athletes and all who support the training and competition opportunities of those athletes.
- g. Facilities report – outlines the initiatives aware of, undertaken and to be undertaken.
- 3. Brian expressed his gratitude to the membership; the individuals, Clubs, Coaches, Official BC Athletics Committees, Board of Directors, Event Organizers, Sponsors, Parents and Volunteers for their ongoing commitment to, leadership in and support of athletics in BC.
- 4. Brian also expressed his great appreciation to his colleagues who, with the membership, make possible the programs, services and support the Association collectively is able to deliver. Sincere thanks to Sam Collier, Jennifer Brown, Megann VanderVliet, Richard Lee, Sabrina Nettey, Clif Cunningham, student intern Jonathan Lang and the summer staff, Ella Foster and Nikhil Hirani.
- ii. No questions were asked.

**16. MOTION TO ACCEPT REPORTS (including Records)**

***MOVED (John Gay/Jordan Myers) THAT THE ORGANIZATIONAL MANAGEMENT REPORTS AS PRESENTED, BE RECEIVED.***

*Vote was passed by the delegates. CARRIED*

**17. 2022 MOTIONS & ACTIONS OF NOTE**

- The Board of Directors Motions & Actions of Note were posted on the BCA website.

***MOVED (Jordan Myers/Darren Willis) THAT THE 2022 MOTIONS AND ACTIONS OF NOTE TAKEN BY THE BCA BOARD OF DIRECTORS MEETING MINUTES, AS PRESENTED, BE ACCEPTED.***

*Vote was passed by the delegates. CARRIED*

**18. RESOLUTIONS**

- No resolutions were proposed before the meeting.
- A copy of the resolutions were posted on the BCA website.

**a. BC Relay Championships**

***(Bruce Deacon/Dacre Bowen) BE IT RESOLVED THAT BC ATHLETICS WOULD HOST A ONE-DAY RELAY CHAMPIONSHIP EARLY IN THE TRACK AND FIELD SEASON.***

- It was noted that the BC Athletics Board of Directors supports this motion.
- There were no comments or questions from the delegates.

*Vote was passed by the delegates. CARRIED*

**b. BC Cross country Championships – U18 Females**

***(John Machuga/Colin Dignum) BE IT RESOLVED THAT THE U18 FEMALE DISTANCE AT THE BC ATHLETICS CROSS COUNTRY CHAMPIONSHIPS BE CHANGED TO 5KM, EFFECTIVE 2002, FROM THE CURRENT 4KM.***

- It was noted that the BC Athletics Board of Directors supports this motion.
- There were no comments or questions from the delegates.

*Vote was passed by the delegates. CARRIED*

**15. ELECTIONS – 2022 BOARD OF DIRECTORS**

**a. Board Executive Positions**

- i. Chair – Nominees Darren Willis and Marcus Wong introduced themselves to the delegates. Greg White asked for nominations. There being none, the vote was called.

***MOVED THAT DARREN WILLIS BE ELECTED AS THE CHAIR.***

*Vote was passed by the delegates. CARRIED*

- ii. Director of Finance – Greg White asked for nominations. There being none, the vote was called.

**MOVED THAT OTA HALLY BE ELECTED AS THE DIRECTOR OF FINANCE.**

***Vote was passed by the delegates. CARRIED***

- iii. Director of Marketing & Communications – Greg White asked for nominations. There being none, the vote was called.

**MOVED THAT NEWTON HOANG BE ELECTED AS THE DIRECTOR OF MARKETING & COMMUNICATIONS.**

***Vote was passed by the delegates. CARRIED***

- iv. Director of Administration & Planning – Greg White asked for nominations. There being none, Greg White noted the Board could appoint someone to the position during the year.
- v. Director of Programs & Technical Development – Greg White asked for nominations. There being none, the vote was called.

**MOVED THAT GARRETT COLLIER BE ELECTED AS THE DIRECTOR OF PROGRAMS & TECHNICAL DEVELOPMENT.**

***Vote was passed by the delegates. CARRIED***

- vi. Director of Zone 6 (Vacancy due to Chair election) – Greg White asked for nominations. Darren Willis nominated Christiana Lundman for Director Zone 6. Greg White asked for any other nominations. There being none, the vote was called.

**MOVED (Darren Willis/Sean Steele) THAT CRISTIANA LUNDMAN BE ELECTED AS THE DIRECTOR OF ZONE 6.**

- It was noted that all members of Zone 6 supported this motion.

***Vote was passed by the delegates. CARRIED***

- b. Motion to accept the results of the Zone Director elections
  - Greg White noted Vote 19 was not necessary as no nominations came forward from the Zone club caucus.

**16. CLOSING REMARKS**

- Greg White noted, with his being his 12<sup>th</sup> AGM, it has been a pleasure to serve the membership. “Thank you very much. I was not a high-performance athlete, coach, parent of an athlete or official, but I loved the sport and am a fan.”
- Richard Lee wanted to thank Greg for supporting him personally but also the whole group of athletes. Always a welcome face at events and both he and the athletes appreciate Greg’s energy and support.
- John Gay echoed the sentiments of thanks.
- Brian McCaldler gave his appreciation and thanks to Greg White for his many years as Chair and as member of the Board of Directors.

**17. ADJOURNMENT**

**MOVED (John Gay/Darren Willis) THAT THE 2022 BC ATHLETICS ANNUAL GENERAL MEETING BE ADJOURNED (1:03pm).**

***Vote was unanimous by the delegates. CARRIED***

Shannon Barrows, Recording Secretary  
2022/08/20

Director \_\_\_\_\_

Director \_\_\_\_\_

Addendum "A"

<b>BC Athletics Annual General Meeting</b>			
<b>Saturday, August 20, 2022</b>			
<b>Participating Delegate</b>	<b>Affiliation</b>	<b>Status</b>	<b>Votes Held</b>
Armstrong, Judy *	KAML	V	5
Barrows, Shannon	BCA Rec Secty.	N-V	0
Collier, Garrett *	KJAK/CVSC	V	2
Collier, Sam	BCA – Staff	N-V	0
Copping, Dawn *	NORW/BBYS	V	5
Cunningham, Clifton	BCA – Staff	N-V	0
de St. Croix, Maureen *	OATF	V	2
Dehal, Pete *	OATF	V	3
Duncan, Gary *	PIHR	V	2
Evans, Doug *	GOLD	V	4
Gay John *	TBIR/UBCT	V	6
Hally, Ota	BCA BOD	V	1
Hatch, Karen *	OACS	V	2
Hesmert, Tiana	WCRS	V	1
Johnston, Allen	NTFC	V	1
Kydd, Sue *	UATH	V	5
Lee, Richard	BCA – Staff	N-V	0
Lundman, Cristiana *	NTFC/OTFC	V	3
Madderom, Jake	MST COMM	N-V	0
Man, Lanie	KJAK	V	3
McCalder, Brian	BCA – Staff	N-V	0
Mitchell, James	NTFC	V	1
Myers, Jordan *	BCA BOD	V	2
Perkins, Bob *	AVTC/CXVC	V	3
Self, Tara *	COQC	V	5
Sima-Ledding, Pat *	OACS	V	2
Steele, Sean *	AVIC/CVAC	V	5
Thomson, Brian	BCA Officials	V	1
VanderVliet, Megann	BCA – Staff	N-V	0
Vannini, Phillip	NTFC	V	1
White, Greg *	BCA BOD	V	2
Willis, Darren *	BCA BOD/AVTC/CRVC	V	5
Wong, Marcus *	BCA BOD/WVAN	V	5
<b>Total of 33 Delegates</b>			
	<b>Total votes present at AGM</b>		<b>77</b>

Note - ( \* ) indicates the delegate is carrying proxy votes that have been registered with the BC Athletics office.