



**Annual General Meeting
Saturday, June 9th, 2019
Toronto, Ontario**

Present: Conrad Hadubiak, WPC President
Josée Lanouette, WPC Vice-President
Kathleen Dawson, WPC Director
Ariane Clavet-Gaumont, WPC Director
Paul Fritz-Németh, WPC Director
Teddy Katz, WPC Director
Jared Gillespie, WPC Director
Vern Glaser, AWPA
Dayna Christmas, AWPA
Cindy Goosen, WPS
Cyril Dorgigné, WPS
Ken Young, OWP
Kathy Torrens, OWP
Sonia Renon-Chevrier, FWPQ
Olivier Bertrand, FWPQ
Nancy Smith, MWPA
Bruce Rose, MWPA
Leslie Buchanan, WPW
Courtney Kohnen, WPW
Martin Goulet, WPC Executive Director

Regrets Doug MacLaren

Minute's recorder: Grace Quinn Cameron, WPC Staff

Action Meeting convened at 9:00am

Item 1 Conrad Hadubiak called the meeting to order at 9:00am.

Item 2 Voting credentials and allocation were confirmed

- Explanation of Water Polo West voting allocations by Water Polo Canada (WPC) President
- PSOs in favor of Water Polo West voting
- Total eligible votes 95

Item 3 Adoption of agenda

Motion #1: To approve the agenda

Josée Lanouette / Vern Glaser

Carried Unanimously

Motion#2: To approve the previous minutes – June 16, 2018 AGM

Ariane Clavet-Gaumont / Ken Young

Carried Unanimously

- Issues:
 - Addition of Paul Fritz-Németh to attendance

Item 5 Business arising from June 16, 2018 AGM

Item 6 Annual Reports

President

- Thanks to the WPC staff for the organization of Annual General Meeting (AGM) weekend and for putting on the programs. Thanks to Martin for helping sort through difficult issues that arose over the year.
- We have an operational surplus this year. There is a cost associated with dealing with safe sport issues. It continues to be challenging to meet our financial obligations. We are required to pay for additional expenses without increased financial support.
- Safe sport is our number one priority and we will do everything that we can that every player in our organization is safe. I will continue to commit time to these efforts.
- The Summit in October will have a safe sport component. It is important to try to get people from every province to attend and be part of these discussions.
- The National Championship League (NCL) continues to be a great showcase for our sport. Thanks to WPC staff and Alberta Water Polo Association (AWPA) for their help with National Finals and the Gala.
- We are constantly reassessing and working to do better with the NCL.
- Water Polo 4s is a key aspect of WPC programming moving forward.
- We have a busy summer ahead of us for our Age Group National Teams (AGNTs) and National Teams (NTs). My role when I travel to these events is to connect

with the international federations. I intend to discuss hosting in Canada and Water Polo 4s.

Discussion:

- Water Polo Saskatchewan (WPS) would like to have a meeting with the WPC Board of Directors (BOD) to have discussions once a year.
- For the motion last year regarding AGNTs, WPS would like it to be addressed at the 2019 AGM.
 - The analysis was completed. We are unable to fund 100% the AGNTs. We will ensure to hold a number of clinics throughout the year to generate funds that will be put back into the AGNTs. The athletes who would otherwise be recognized as being eligible for those teams and require financial assistance, will be provided with funding.

Executive Director

- Written report
- Would like to highlight the three pages written on Human Capital. This section elaborates on the concept of the duty of care; a concept, which is part of the UK approach to safe sport.

Discussion:

- Ontario Water Polo (OWP) appreciated how the report was aligned with the strategic plan. A lot of the content was very broad. Questioned how resources are being prioritized.
 - The WPC BOD and then the staff will be discussing priorities following the AGM, which will be translated into day-by-day and week by week operations.
 - The WPC BOD had a strategic planning prioritization meeting during the AGM weekend. This will be presented to WPC staff.
- AWWA would like to understand how the sponsorship approach works, how sponsorships are determined, which sponsorships are being pursued, etc.
 - The properties that WPC has for sale are the NCL and the NT programs. For merchandise, WPC sends Request For Proposals to different companies. Force was selected and will take us to Tokyo. Kap7 had shown interest in partnering with WPC. WPC is not equipped to go to a bigger market, but is looking into it, including a WPC BOD committee.
- WPS asked whether we are still on track for the podium in 2024 as seven of the twenty-four carded athletes have left the program.
 - A review was done with OTP and the short answer is yes, we are still on track.
 - There were several key athletes who left in 2016 after not qualifying. There were several athletes who we knew were going to transition out of the program, but were there to support the training centre. There are a few athletes who have left due to job or master's degree offers. A few also decided to stay in Calgary to finish school and others to play professional

water polo. We have been working to change the culture to help players academically and to help them enter in the workforce.

- Gaps to be focused on have been identified.

Committee Reports

- *Governance – Jared Gillespie*

- Thanks to the WPC staff to help facilitate the AGM weekend.
- It was a productive year. Good governance requires review and amendments to keep policies relevant to protect WPC and all of its members.
- Some of the highlights include implementation of an inclusion policy, cannabis policy, and an overhaul and review of all subcommittees.
- Goals moving forward are to review the Code of Conduct with Disciplinary Procedure. Short-term goal is drafting a social media policy.

Discussion:

- Discussion on the roles and responsibilities of the committees.
 - Governance committee is responsible for our policies and by-laws being up to date.
 - Presidents' Council discusses high-level issues. It is a formalized opportunity for the Presidents to get together and talk. The WPC President is committed to continuing these meetings.
 - Operations council discusses inter-provincial and PSO/NSO operations. The WPC BOD liaison provides a report to the WPC BOD during BOD meetings, which is posted in the minutes. The BOD assesses what is reported to see if it is the BOD or the staff that need to work on these issues.
 - Water Polo Quebec (WPQ) proposed that the terms of reference of the operations council be updated and for WPC to provide leadership.
 - The Operations Council feels as though they are not being utilized as per the terms of reference.
 - Going forward, the WPC BOD will discuss re-invigorating the operations council by September 1.
 - Manitoba Water Polo Association (MWPA) expressed that with today's technology, we have the ability to record meetings and keep the information.
 - WPC President expressed that the detailed minutes, if taken, can be shared amongst the meeting attendees, but not published.
 - OWP recommended that the next steps should be included in the meeting minutes. Would like to see meeting minutes published within a week.

- *Strategic Planning – Paul Fritz-Németh*

- The Strategic Planning Committee has morphed into an implementation committee. Reports are done in the format of strategic planning.

- There is a High Performance Committee, and they are looking to have a committee for the organization and for growing participation, which could be joint with the Operations Council.
- No meetings over the past year.

Discussion:

- If there are Provincial Sport Organization (PSO) representatives interested in joining the committee, they should talk to Paul Fritz-Németh. He will send out an email with a deadline.
 - WPC would like to populate this committee with representatives from the provinces.
 - WPQ would like for the WPC BOD to discuss the committees.
- *Business Development & Risk Management – Josée Lanouette*
 - Jared Gillespie and Paul Fritz-Németh are part of the committee. Benoit Girardin, Martin Goulet and Josée Lanouette have also been working on it. Their next steps are to finalize discussions from the AGM 2019 weekend and to update the risk registry.

Discussion:

- OWP would like a timeline on when WPC BOD will provide feedback on their review of the PSO's policies.
 - WPC hopes that this is the first item of attack in September. We need to be mindful that there may be changes pending the publication of a universal code of conduct.
- *Business Development and Alumni Relations – Teddy Katz and Kathleen Dawson*
 - Separated from the Risk Management Committee.
 - Have recognized the need to establish an alumni relations plan. Business development and alumni relations have been tied together because there are a lot of things that alumni can give to help with business development.
 - Worked with AthletesCAN on an exit survey for national team athletes that was anonymous. Within this committee, we will need to develop an alumni database to keep in touch with them.
 - Waneek Horn-Miller will be inducted into the Canada Sports Hall of Fame in October.

Discussion:

- The High Performance Director responds to issues that arise through the Athletes Council meetings in a timely manner.
- *Operations Council – Ariane Clavet-Gaumont*
 - If the Operations Council continues, it needs more structure. There needs to be a meeting agenda and chair. If discussing a pressing issue, there

should be a time limit set. There should be reporting from the WPC BOD liaison to the BOD with action items. Following the BOD meeting, the liaison should report back to the Operations Council.

Discussion:

- Thanks to Ariane for her work with the Operations Council.
- AWPA would like for the good work being done in the different provinces to be utilized.

- *Athletes Council – Kathleen Dawson*
 - Justin Oliveira has come up with an exit survey process for athletes throughout the quad to give feedback on their experience.
 - Elections for members of the Athletes Council happen every year.
 - There is a chair and liaisons to each of the teams within the council.
 - Communication with the NT members has been improving.

Provincial Sport Organizations – Written reports

- *British Columbia*
 - Written report
- *Alberta*
 - Written report
- *Saskatchewan*
 - Written report
- *Manitoba*
 - Written report
- *Ontario*
 - Written report
- *Québec*
 - Written report

Item 7 Correspondence

- No correspondence

Item 8 Notice of Motion

Motion #3: To provide the provincial governing members with an organizational structure, including employees and contractors, along with the job descriptions that accompany each of the positions in the organization. We would also like to receive a copy of the performance management processes that WPC uses to evaluate those employees and contractors. This is in alignment with the WPC strategic plan Goal 1KSI 1.3.1

- Carried Unanimously

Motion #4: To provide the provincial governing members with financial statements that provide a clear breakdown of revenues and expenses for each of the major programs, along with key performance metrics (attached spreadsheet attached)

This is in alignment with the WPC strategic plan Goal 1KSI 1.1.1

- WPC does extensive reporting to OTP and Sport Canada. We have our financial statements audited. At the AGM, we provide more detailed information.
- AWWA would like to understand how the finances in each of the programs is managed for each area of business that WPC has.
- WPQ would like information to be able to report to their own members. For example, knowing how much of the fee goes towards an insurance premium.
- The WPC President stated that the responsibility of the BOD is to act in the best interest of the corporation. All of the financial information that is provided accurately reflects the position of the organization, according to the auditors. WPC would like to have another person join the finance and audit committee as an external person who has a CPA designation to be part of the oversight.
- Carried not unanimously

Motion #5: To improve the governance and communication -between the national organization and the provincial boards. This is in alignment with the WPC strategic plan KSI 1.6.

- Motion withdrawn.

Motion #6: For Water Polo Canada to set up an external evaluation and monitoring process that will be additional to their established internal one, to review the performance of each of their operational departments: 1. Finance 2. High Performance 3. Sport Development 4. Marketing & Communication 5. Domestic League. This is in alignment with the WPC strategic plan KS 1.5

- Amendment: Following Evaluation and Monitoring Committees, similar to other NSO's
 - (a) Standing Committees will be established and maintained to monitor and evaluate each of the following operational departments:
 - Finance
 - High Performance
 - Sport Development
 - Marketing and Communication
 - Domestic League
 - (b) Each committee consists of: (1) WPC Director (Chair of standing committee), (2) WPC staff, and (3) External Consultant/Stakeholder
 - (c) These Committees report to and are to provide evidence-based options and advice to the WPC Board of Directors to aid in making decisions regarding the process of governance, not management. They will delve into more detail than the board is able and prepare information on board-level policy issues.
 - (d) Each Standing Committee will have a Terms Of Reference that guide the role of each Committee.

Cindy Goosen / Ken Young

- Discussion on amendment:

- Josée Lanouette respectfully suggests striking finance as it would be a duplication of efforts, due to the finance committee.
 - WPS shared that the resolution comes from a discussion with other NSOs. The idea behind it is to give an external tool to the BOD.
 - AWPAs suggested that alumni could help with the process by sitting on a committee.
 - Josée Lanouette mentioned that she is unsure of the successful rate of recruiting people for the committees. The BOD would need the PSOs to help populate those committees.
- Motion: Carried Unanimously
 - Motion as amended: Carried Unanimously

Motion #7: Water Polo Canada will move the national registration database back to the Orange Black system for next season after consultation with the provincial offices on available improvement options that can be incorporated into the program.

Strategic direction 1.3

- Amendment: PSOs agree to make sure their database practices ensure that WPC is in compliance with all insurance regulatory requirements.

WPC agrees to make sure that registration database does not impose undue effort on PSOs and club organizations.

We work together jointly to find a solution that works for all parties that is clearly communicated no later 7/2.

Vern Glaser / Sonia Renon-Chevrier

- Discussion on amendment:
 - Goalline will be the system used for the 2019-2020 programming year.
 - The PSOs will provide a list of items that they would like fixed in Goalline, by July 2, WPC will provide an answer to each of the items. The answers will determine the feasibility and the cost of the items.
 - WPQ asked if there is someone with background in IT who could help determine the feasibility of the items provided in the list from the PSOs.
 - The BOD will seek external help if required.
- Motion: Carried Unanimously
- Motion as amended: Carried Unanimously

Item 9 Finances

- There was an operational surplus and an overall deficit due to safe sport costs. The BOD is looking for an external member of their accounting committee.

Item 10 Appointment of Auditor

Motion #8 Move to appoint KPMG as auditors for the 2019/2020 fiscal year.

- WPQ suggested considering a different auditor in the future.

Paul Fritz-Németh / Jared Gillespie

Carried Unanimously

Item 11 Elections

1. Board of Directors
 - 6 candidates for 5 positions

The following candidates were voted in:

- Paul Fritz-Nemeth
- Erin Lukie
- Bill Meyer
- Andi Mortensen
- Doug MacLaren

2. President of the board
 - Conrad Hadubiak will return as President

Congratulations to all the Board members who are reelected and welcome to Erin Lukie, Bill Meyer, and Andi Mortensen.

Motion #9 Move to destroy voting ballots.

Kathleen Dawson / Leslie Buchanan

Carried Unanimously

Item 12 New Business

Item 13 Next AGM

Location and date to be confirmed.

Motion #10 Move to Adjourn 11:56am

Leslie Buchanan / Josée Lanouette

Carried Unanimously

Distribution: Board of Directors, PSO offices, committee chairs, Sport Canada, web page