

# 2018

## Semi Annual General Meeting

Sunday April 29th 2018 / Dimanche le 29 avril 2018  
Moncton, NB



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# Agenda

- 1.0 Call to Order / Welcome / Apologies for Absence**
- 2.0 Adoption of the Agenda**
- 3.0 Minutes of 2017 AGM meeting and matters arising**
- 4.0 Approval of 2017 Audited Financial Statements – Lise LeBouthillier**
- 5.0 Reports – Q&A – (1:15- 1:45pm)**
  - 5.1 President- Marc - Report
  - 5.2 Executive Director – Gabe – Report
  - 5.3 Director of High Performance – Steve – Report
  - 5.4 High Performance Coach – Chris - Report
  - 5.5 RJTW & First Contact Coordinator – Alex – Report
  - 5.6 RunNB - Mary - Verbal
- 6.0 Reports from Committees / Teams / Programs / Clubs**
  - 6.1 Governance Committee – Yvon - Report
  - 6.2 Sponsorship & Fundraising Committee- Sandy - Report
  - 6.3 Awards Committee – Scott - Report
  - 6.4 Officials – Carl – Verbal Report
  - 6.5 Legion program / Legion Coaches – Clayton – Verbal Report
  - 6.6 Athletes - Verbal Report
  - 6.7 Masters – Andy
  - 6.8 Club Reports – Verbal
- 7.0 Strategic Plan (1:45 – 3:00)**
  - 7.1 2014-18 Strategic Plan Update - Marc
  - 7.2 2019-23 Strategic Planning Session - Chris Robichaud
  - 7.3 Ideas formulation and prioritizing
  - 7.4 Discussions of options. (Breakout Groups)
  - 7.5 General Discussion
- 8.0 ANB Hall of Fame (3:00 to 3:25) – Scott Davis**
  - 8.1 Draft Plan
  - 8.2 Input and Discussion
- 9.0 Other business**
  - 9.1 Motion of changes
  - 9.2 Other
- 10.0 Next: Annual General Meeting – Oromocto – Sunday November 4th 2018, 10:00 to 14:00**



# 5.1 President's Report

Marc Lalonde

Dear ANB Club members, ANB members and friends,

Welcome everyone and a special thank you to those who will be present at the 2018 Semi Annual General Meeting. This year the focus at our SAGM is on receiving your feedback and having discussions on initiatives and priorities as we prepare our next 5 year strategic plan for the period of 2019-23. To this end we are looking forward to your input and active participation.

Back in 2013, ANB established a bold 5 year strategic plan. While some of objectives were exceeded, some were not met. Overall there is no doubt the services provided by ANB have significantly expanded. Nevertheless these advances are uneven: We have witnessed a large increase in youth participation as a result largely of our RunJumpThrowWheel initiative as well as in the depth of our High Performance athletes as judged by the improvements in results and NB records. On the other hand we have not been able to grow our overall number of officials and coaches. One of our biggest challenges ahead is to answer how do we create a home (capacity) for all of those hundreds of U14 youth that have been exposed to our sport and may wish to continue in the sport of Athletics through their teen years. Equally how do we engage more volunteers, coaches and officials to take on this new influx of new participants? New capacity discussions must also include our adult and masters programs whether it be at field events or running on track as well as on road, mountain and other terrains.

Meanwhile new infrastructure is being added in certain regions with the completion of the Saint John Field House in late 2019 and in preparation for the 2021 Jeux de la Francophonie with new equipment and field upgrade at l'Université de Moncton, and very likely a new T&F in the City of Dieppe. Rural tracks meanwhile do get upgraded from time to time (if not added) generally with the hosting of Les Jeux de l'Acadie. Unfortunately this is proving insufficient for many regions and more needs to be done. Ease of access in some regions especially in Fredericton is another problem.

We will also look forward at this SAGM to receive your input and feedback on the very exciting launch of our ANB Wall of Fame next fall. We will have the pleasure of hearing more on this from Scott Davis of our Awards Committee who will propose a framework. In view of the long contributions by so many in our Sport in our Province I know this will be an enjoyable discussion, one that will see us celebrating those who have excelled as athletes and builders in the past.

From an operations perspective, I encourage you to review all of the SAGM reports beforehand. They certainly provide a snapshot of our progress and activities. We are indebted to all of our staff. I am equally grateful to all of ANB's board members and members of our Committees for their involvement, work and contribution. As a volunteer Board we have made measureable progress over the recent past in increasing our capabilities and this certainly reflects on the quality of our Board members and equally on their active participation. I thank each and every one of them for their generous contribution.

Lastly, ANB's excellent reputation and that of our Clubs and Sport in general remains a testament of the collective efforts by our coaches, club administrators, officials, volunteers and most of all, our athletes who keep surpassing themselves. Every record broken, every medal won, every act of good sportsmanship only builds on our foundation and reputation. All of these successes are almost always highlighted by our energetic and dedicated Executive Director, Gabriel LeBlanc, who I also wish to salute for his hard work and accomplishments. I look forward to working with all of you as we develop and put to task our new 5 year plan.



# 5.2 Executive Director Report

## Gabriel LeBlanc

It's hard to believe it's already been 6 months since our AGM I suppose time flies when you are having fun.

### New Brunswick Indoor Season

We once again had a very successful indoor schedule. ANB hosted 4 indoor events where I played the role as meet director. There is many facets of this responsibilities that include:

- Finding volunteers & officials
- Creating Meet packages with information
- Setting up Registrations
- Setting up Meet file (special thanks to Steve LeBlanc on assistance on this ),
- Communication and promotion (Including post event surveys and follow up)
- Ensuring Volunteers and officials are fed, well informed and have a positive experience

### A breakdown of our events:

Meet	# of Athletes	# PR	Revenue	Expenses	Net	Positive Experience (Survey)
Nov 25 <sup>th</sup> Gagetown Invitational (Oromocto)	108	12	2018.75	695.00	1 323.75	NA
Feb 3 <sup>rd</sup> NB Champs (Oromocto)	118	12	2,600.00	1,745.38	\$854.62	NA
March 10 <sup>th</sup> Atlantic Champs (Moncton)	181	8	3,776.25	1,085.26	\$2,690.99	9/10 47.6% 10/10 42.9% 8/10 4.3% 3/10 4.3%
March 11 <sup>th</sup> Atlantic RJTW Final (Moncton)	54	NA	\$1,355.00	450.00	905.00	10/10 58% 9/10 16% 8/10 16% 6/10 8.3%

Due to circumstances beyond our control, some of the events were smaller in terms of the number of athletes participating. Survey results suggest that these events were still of very high quality and on time, and I believe that we continue to run some of the best events in Canada. A big thanks to our wonderful volunteers and officials who make our events so great.



Aside from ANB-hosted events, I personally assisted at meets, including the Moncton Open and the AUS Track and Field Championships. Duties at these events included set up, clean up, officiating, and other duties as per the meet director's request. I believe my presence at these events helped in the event quality, and additionally allowed me to interact with athletes, coaches, and volunteers.

### **AC Hershey Indoor Championships**

For the first time since its inception, I was able to travel with the provincial team that attended the Hershey Canadian Indoor Track and Field Championships. Because we had a team of experienced and qualified staff, I served in more of a managerial capacity. My efforts allowed coaches to do what they do best: coach! A special thank you to Peter Stuart, Alex Stuart, Alex Coffin, Julia Laparco, Valarie Berube, and John Allanach for their continues devotion to our young athletes. This event also allowed me to strengthen relationships with the other provincial branches, NB athletes, and others in the Canadian track and field community. It also allowed me to observe a high level competition and borrow ideas on how we can improve our events.

### **Financial audit and GNB funding module**

One of my major tasks every year is to complete the GNB funding module , this exercise is time consuming as lots of data has to be retrieved , but also is the single biggest source of revenue ( typically in the 60 000\$ range).

Every 4 year we also have to do a full financial audit, as in the past we hired the firm of Teed Saunders Doyle .. After countless back and forth and many hours I am very happy to announced that our full audit has accepted and is up for approval here today. I do have one recommendation, since our mandatory full audit falls on what I call the perfect storm year (year of JDLF, Canada games) I would suggest that we have our next full audit in 2020 . This would allow a truer picture of our activities and budget not to forget less stress on the executive director.

### **Relationship & meetings**

During the past 6 months, I have also attended many meetings to strengthen our organizations many relationships with groups such as Jeux de l'Acadie, NBIAA, ParaSports associations. In addition,

### **Next 6 Months**

We are getting into the main part of our season, while this is always a stressful time it's also the most exciting time. Once again , and in many thanks to Alex Holder we will have the use of many Summer Staff and we will run great introduction clinics and events. I am also excited that Steve is working on a new European opportunity for our HP athletes. My main focus over the next few months is to continue to offer world class events and experiences.

In closing I would like to thank all the amazing volunteers (be it coaches, officials, associates) that have and continue to make athletics what it is in New Brunswick.

Respectfully submitted

Gabriel LeBlanc



# 5.3 Director of High Performance

Steve LeBlanc

The past several months have been typically busy. Major activities included:

- Meet director for 2017 Dernière Chance, 2018 JSA Moncton Open, and 2018 AUS Championships and AUS Open meet
- Provided officiating and/or technical support to several cross country and indoor track competitions
- Helped coordinate and deliver the Performance Practice series in Moncton
- Attended the USports Track & Field Championships in Windsor ON
- Organized the Atlantic Athletics Summit in Moncton on Nov 17-19, including helping to deliver NCCP Club Coach courses
- Planning and coordinating a training camp for Florida in May

## ADSP

The list of athletes achieving indoor standards was compiled and will be made public. My recommendation moving forward is to remove the indoor component of the ADSP as it does not necessarily tie-in with the overall program goals of winning national medals and putting athletes on national teams in the outdoor season. It may be better to focus our program on those goals more specifically. With the hiring of a new national High Performance Director, and a new direction and design of the national high performance plan, we will need to implement changes in the ADSP to more closely align our provincial program with the national program.

## Coaching Development

I helped to organize and deliver the NCCP Club Coach courses in Moncton NB at the Atlantic Athletics Summit. I also delivered a RJTW instructor course and some Sport Coach modules for the NLAA in St John's NL on Apr 20-22.

## Université de Moncton

We had a very successful year at the UdeM, with many exceptional performances at the AUS Championships. Our women's team finished in 3rd place (their top finish in several years) and the men were a solid 4th. The teams also produced an outstanding 11 medals (4G 4S 3B), and we qualified three athletes to the USports Championships (the most in the past 11 years), Isabelle Morris in the HJ, Constance Gilman in the SP and Jean-Luc Bastarache in the heptathlon. Jean-Luc established a new UdeM heptathlon record and tied the UdeM and ANB records for pole vault along with Alain Doucet. At the UdeM Athletes' Gala, Jean-Luc was named the university's Male Athlete of the Year, Isabelle was awarded the President's Award as the top student-athlete and I was named Coach of the Year. Dr Earl Church was named as the AUS T&F Women's Assistant Coach of the Year.

**Other related duties include:**

- Ongoing coaching of HP athletes, and consultations with athletes and coaches. I continue to be the personal coach of several athletes, and co-coach some others.
- A warm weather camp in Florida, Apr 29 to May 7 2018, will have 8 athletes from across NB attending, and 2 coaches, myself and Earl Church. The camp is taking place once again at the National Training Center in Clermont FL.
- I will be attending the IAAF U20 Championships in Tampere FIN from July 4-16 as part of Team Canada.
- I am organizing a competition tour to Belgium for ANB athletes (details to come soon) to take part in 2 meets in the Flanders Cup series, on July 28 and Aug 4. This will be a self-funded trip for Junior and Senior athletes.





# 5.4 High Performance Coach

## Chris Belof

### Coaching Education:

- Club Coach seminar associated with the Nov 18/19th Summit in Moncton – Steve Leblanc is the lead – High level of integration allowing to maximize the use of presenters to compliment the material
- Club Coach and Sport Coach – ANB dates and revisions
- Sport Coach planned for May 4-6th in Bathurst – Jennifer Butler/ Yvan Pelletier
- Coaching outreach and long-term planning of coach development pathway
- 39 Coaches registered in the Trackie Data base – 2018
  - o reporting coaching and the growth of coaching is key
  - o increased enrollment into the trackie database
  - o target is 67/70 database is the 1st step to tracking where we need development and where we have strengths – 39 actual registered coaches in trackie
  - o 26 men, 13 women – 4 FFFT, 4 FLTC, 8 ASEA, 7 UN-NB, 12 SJTC, 2 ACAN
- Spring - school coaching connection program – how do we connect and capture the numbers
- 15 individuals have taken part in coach training workshops since the AGM in fall 2017, retention.
- Performance Practice integration

### AC:

- Competitions committee – Summer 2019 regional championship end of July – Early August – festival type event – inclusive of road running
- Performance Coach – will be revised and ready to go by fall
- Coaching timelines for updates and completion of materials:
  - o Early May: Task Force will do final review of Club Coach and Sport Coach. RJTW has happened
  - o End of May: Training documents for RJTW, CC and SC completed, sent to production (graphics and Translation). Goal to finish production by end of summer.
  - o June: Meeting with technology partners (AC, Ball Charts, Trackie, The Locker) to coordinate our systems. Evaluation and Certification documents completed.



- o June/July: (re-)training of MCDs in Ottawa. Each branch should identify 1-2 MCDs for this event. Should be a 3 or 4-day weekend where we will do core training, sport-specific training, and some co-delivery/co-evaluation. After this, the MCDs will return to their branches and branches can (re-)train CDs as needed. The goal here is that each branch has a list of the CDs they want to be using for all the contexts who are at least trained up to the co-delivery/evaluation stage. The training will also serve as a final “live edit” of the RJTW, SC, CC contexts. We will train in Performance Coach as well as the main changes here are to the online learning, so we don’t have the same changes to the training/evaluation documents there.
  - o Fall: all the new contexts are complete, CDs are trained, and ready to be delivered
  - o Coaching advisory Council is being struck to advise – 3 Branch reps, staff, CAC member, AC board/Chair, MCD/LF
- NACAC Coaching Conference - will take place August 8-11 in Toronto, in conjunction with TFintheSix.
  - PD opportunity aligned with ACXC, and in 2019 Hershey Indoors in Montreal
  - HUB’s will continue to organize speaker series as necessary/available
  - Coaching coordinator – monthly email - keeping ALL coaches informed, national calendar for NCCP offerings,

**Performance:**

- Organizing National championship travel – feedback
- ANB XC camp August TBD – Early/Mid August
- UNB program – Update/Review



# 5.5 RJTW & First Contact Coordinator

## Alex Holder

### Participation & Positive Experiences

- Regional RJTW Indoor Series Meets
- RJTW Indoor Series Atlantics – approximately 54 athletes competed
- Atlantic Indoor Championships – tabulating results
- Leo Hayes High School Running Clinics with Wellness Classes
- SJTC Fun Meet coordination – lots of club members out to participate
- March Break Multi-Sport Camp in coordination with Chris Belof at UNB
- Valley Christian Academy track and field clinics
- Coordination of Grande Digue Youth Event RJTW sessions on April 29
- New Maryland youth program involvement – working to get leader trained

### Coaching/Coaching Education

- Completed indoor season training with SJTC RJTW / JD combined group
- RJTW Instructor Workshop in late February with Eel Ground First Nations – 6 coaches
- RJTW Instructor Workshop with two SJHS Leadership classes - ongoing
- NCCP Locker Training – able to input and record RJTW events and add attendees
- Sackville (municipality) showing interest in RJTW Instructor Workshop

### Other

- Several schools with set clinic dates with more reaching out as spring curriculum is underway. So far: Moncton, Saint John, Rothesay, Quispamsis and Fredericton.
- 12 Challenges planning in coordination with Gabe
- RJTW Series planning in coordination with Gabe
- Valley Christian Academy Family Fun Run RJTW Stations
- This time of year is when we reach out to instructors for 'maintenance' and to check in on number reporting for any of their programs. Ongoing process - difficult
- Touchstone Academy Intro to Athletics Program & Athletics Day @ UNBSJ
- Seawolves Multi-Sport Camps / Track & Field Day
- Youth Road events planning in coordination with Gabe and Run NB
- Major project is listing summer student grants that were received and interviewing potential candidates. SEED Grants and



Federal Grants released late this year – ongoing process. Applications due by April 30.

- Light Up the Lake Event coordination in Saint John (October)
- Summer student job descriptions & mandatory event attendance documents
- 55+ Games Trials / NB Performance Meet planning with Chris & Dave

### **Numbers**

- RJTW Instructors Trained Since January 2017 – **6\***
- Yearly involvement in RJTW & First Contact since January 2018 (approx.) – **1,000**



# 6.1 Governance Committee Report

Yvan Pelletier

Members: Yvan Pelletier, Chair; Darren Blois, Robert Jackson, Clayton Saunders, Marc Lalonde (ex officio), Gabriel Leblanc (ANB staff).

The Governance Committee just had its terms of reference approved by ANB Board. It includes periodically conduct a thorough review of the incorporation of ANB and of the by-laws and policies.

We are currently conducting a review of the by-laws. The first draft should be available in June 2018. Discussion with the Board and then members will follow. The proposed by-laws should be available in its final form at the AGM.

We will initiate a review of the policies. Members are welcome to provide input on the ones that the committee should looking at first or need to be corrected.



# 6.2 Sponsorship & Fundraising Committee Report

**Sandy McLean**

Committee Members: Sandy MacLean (Chair), Andy Justason, Carol Lynn Landry, Marc Lalonde (Ex. Officio), Gabe LeBlanc

The sponsorship committee welcomed Carol Lynn Landry to the team this past winter. A familiarization meeting on the focus of the sponsorship committee was held to discuss issues, opportunities and directions. Some highlights of our activities are as follows:

- Our sponsorship focus as a result of that session is as follows:
  - o Continue to execute and leverage the SUBWAY sponsorship to maximize value for them
  - o Reach out to the Canadian Tire Dealers group with the RJT product
  - o Learn more about the Canadian Tire Corporate charity JUMP START
  
- On the education front, Carol attended the UNB 2018 Sports Business Conference this past March. Carol found it very useful and like Andy who attended a similar type of session last May was able to establish some contacts with the Canadian charity Jump Start.
  
- To ensure we were in sync with Athletics Canada, we reached out to understand if they (AC) have any history with JUMP START. Initially the response was “no”. However we have since learned that they are pursuing some exploratory sessions with them in the very near future to them, from our perspective. We need to learn more and are awaiting (AC) feedback from their meeting.
  
- Efforts, in the meantime will continue with the local CT franchisee to see if there are any opportunities locally or if any proposals can be presented to the Provincial Dealer Group.



# 6.3 Awards Committee Report

## Scott Davis

### Progress Report

The 2018 ANB Awards Committee consisted of the following members:

Chair: Scott Davis, Director at Large

Rod Mackenzie

Sandy Leland, Director at Large

Andy Justason, Masters Representative

Michele LeBlanc, Secretary

Gabriel LeBlanc, Executive Director

Shayne Dobson, Athlete Representative

Since the 2017 AGM the Committee has undertaken the following:

- 
- Review and Annual awards policies and award criteria descriptions (no written award criteria up to this point) October, November, December of 2017, and January, February of 2018;
- The review resulted in eliminating the Para Athlete Award and integrating all athletes into their respective age group awards;
- The Board approved the awards policy changes, as well an updated committee terms of reference;
- Preparation for 2018 Annual Awards call for nominations (mid-August); updating of online nomination form - Trackie;
- Framework for inception of an ANB Wall of Fame, with input from Committee and the Board.

Scott Davis

2018 ANB Awards Committee Chair





## Athletics AGM New Brunswick Meeting

**Date:** Nov.5, 2017

**Time:** 10:00 am

**Day's Inn - Oromocto, N.B.**

### Attendees:

Yes	Marc Lalonde	<i>ANB – President</i>
Yes	Jen Butler	<i>ANB – Vice President</i>
Yes	Carl Cummings	<i>ANB – Official Chair</i>
Yes	Mary Brosnan	<i>ANB – Run NB Representative</i>
Yes	Clayton Saunders	<i>ANB – Legion Representative</i>
Yes	Michele LeBlanc	<i>ANB – Secretary</i>
Yes	Andy Justason	<i>ANB – Masters Representative</i>
Yes	Darren Blois	<i>ANB</i>
Yes	Sandy Leland	<i>Director at Large</i>
Yes	Sandy MacLean	<i>Director at Large</i>
Yes	Scott Davis	<i>Director at Large</i>
Yes	Grant Sinclair	<i>Sport &amp; Rec Branch</i>

Yes	Bill MacMackin	<i>ANB Past President/SJTC</i>
Yes	Scott Anderson	<i>Director at Large</i>
Yes	Germain Landry	<i>FLTC</i>
Yes	Yvan Pelletier	<i>FLTC</i>
Yes	James Peabody	<i>ANB</i>
<b>Staff</b>		
Yes	Alex Holder	<i>ANB Staff – Director of RJTW</i>
Yes	Gabriel LeBlanc	<i>ANB Staff – Executive Director</i>
Yes	Steve LeBlanc	<i>ANB Staff – High Performance Coordinator</i>
Yes	Chris Belof	<i>ANB Staff – High Performance Coach</i>

### 1.0 Call to Order / Welcome / Apologies for Absence

Marc Lalonde welcomed everyone to the AGM and called the meeting to order. He made note that Steve L will speak on competitions under agenda item 5.1.

Rob Jackson sent his apologies. Mary Brosnan is here to represent Run NB. Dave Thomas sends his apologies as well. Bill MacMackin will present Dave's report







## 2.0 Adoption of Agenda

**Motion:** Darren Blois

*That the Agenda be approved as presented.*

**Seconded:** Bill MacMackin

MOTION CARRIED

## 3.0 Approval of Previous Minutes of the 2017 SAGM

Corrections to minutes were suggested:

- (1) SAGM should be called to order; not AGM
- (2) Scott Anderson and Steve LeBlanc were in attendance.

**Motion:** Carl Cummings

*That the Previous Minutes be approved.*

**Seconded:** Scott Anderson

MOTION CARRIED

## 4.0 Reports

### 4.1 President's Report

- Marc noted that we do not need voting on any reports.
- In terms of operations, he is very pleased with the progress. Three more Board Committees have been put in place: Governance, Sponsorship and Awards.
- Pleased to report that we have secured an experienced Bookkeeper.
- Looking for a treasurer – Marc approached an Accounting Firm to ask a Jr Associate to take the role for experience. He expects to report back to Board in the near future.
- From an operations perspective, we had another successful year.
- We lost a key staff member in Jason but are very fortunate to have hired Chris Belof. Marc thanked Jason for helping making this a smooth transition and Bill MacMackin and the selection committee involved in the hiring process.
- Very pleased with our athletes progress. More athletes of all ages are getting to higher levels and in the process receiving great media exposure.
- Strategic Plan – Please see Report
- Officials – We need to draw more qualified officials into the system

In conclusion, thank you to all of you for everything you do for the sport. He also thanked Jennifer for her years of service.



## 4.2 & 4.2.1 Treasurer's Report and Financial Statement

- Marc put report forward on behalf of Miriam. Please make note, there is an integration of ANB and Run NB Reports.
- Chris Belof had a question from page 9 regarding coaching and official development. It was noted that \$494 is part of Training and Professional Development (\$10,443)
- We are projecting a small surplus this year.
- We hosted Espoire in the summer of 2016 which cost ANB \$5000.
- This year was an expensive year with Canada Games and Francophonie (Africa)
- ADSP program has been very positive – the costs are \$20,000 to ANB
- Marc noted that our events, at the very least, should break even.
- ANB is actively involved in all Track and Field events, unlike other Provinces
- Sandy Leland asked a question regarding cost recovery on non-member events. (NBIAA, Indian Games). It was noted that we recover our costs and in some cases make a profit.
- Clayton Saunders noted that we should be referencing the same amount of money when referring to an appendix in Financial Statements.

### 4.2.2 Approval of Auditors

Teed Saunders to be the Auditor for next year

**Motion:** Bill M

That the auditor for next year be approved.

**Seconded:** Germain L

MOTION CARRIED

### 4.2.3 Update on Current Year

Please see earlier reports

## 4.3 Executive Director Report – Gabe L

- Please see submitted report
- 120 Provincial Track and Field records throughout the year. Highlights would be Laura Dickenson's gold medal from Pan Ams, Gen Lalonde reaching the



finals at World's, Shayne Dobson Top 5 at IPC World Championships, Shelley Doucet's gold medal at Jeux de la Francophonie in Cote d'Ivoires

- 2017 was a very busy year plus spent 2 weeks in Africa as a Team NB coach
- Gabe thanked everyone for their support throughout the year

#### **4.4 High Performance Director – Steve L**

- Please refer to Steve's report
- Steve thanked Gabe and Yvan Pelletier for stepping in to coach NB at Jeux de la Francophonie so he could be a part of Team Canada.
- Coaching – good year last year.
- Marc noted that Steve's job has been renewed for 4 years with all of the partners agreeing to a scaled increase in salary over that time. Speaks well of the satisfaction level of Steve's work.

#### **4.5 High Performance Coach – Chris B**

- Please refer to submitted report
- Jennifer B asked about NCCP Surveys. Chris stated this is a very rigorous program and it should be made more accessible. He stated it was important to support coaches on their journey.
- He is enjoying working with UNBSJ and Saint John Track Club – the kids are great and very positive.
- Hoping to attract kids from outside the Province to come to UN.
- Very excited about the new Fieldhouse to be built in Saint John. UNB has the potential to be a Top 5 University program in the Country.
- Job also involves spending a few days a week in Fredericton

#### **4.6 RJT Director – Alex H**

- Refer to submitted report.
- Focus on further developing and defining the First Contact Program offering
- Work on Indoor Gymnasium meets; schools are very interested in this program
- School Running Clubs is an area we can increase participation
- Youth Road Running and Outdoor Trail running events has been showing high interest
- Jennifer B noted that it is great to have schools buy into the process. We can't have them all pushed to Clubs because we can't support them as coaches.



## 4.7 RunNB

- Please refer to Robert Jackson's submitted report
- Mary Brosnan clarified that there were 11 records, not 9. The records were from 7 runners

Bill MacMackin spoke about the participation and relationship with Athletics (Track and Field) and Running. From an AC National level, they are trying to grow the relationship. Atlantic Canada, and in particular New Brunswick, has a great relationship between Athletics and Running.

Gabe noted that December 9 will be a Race Director's Summit in conjunction with Athletics Canada. ANB is the PSO for Run NB.

## 4.8 Masters Report – Andrew J

- Please refer to submitted report
- The report focuses on records. There were 76 new records this year.
- We are down to 49 registered members. Need to put a focus on increasing membership
- Canadian Masters Athletics Indoor Championships would like to be held in Saint John when the new field house is ready
- World Masters Games coming to Toronto in 2020. Would like to see a strong representation from New Brunswick

## 4.9 Athletics Canada Report – Bill M

- Feels privileged to have been elected Chair of Athletics Canada
- We are very diverse across the country.
- Purpose is to re-work AC's Strategic Plan. There has been a feeling of disconnect between branches and Athletics Canada which he is addressing.
- Bill had been travelling to all Provinces to meet and talk with Boards.
- Working on coaching development.
- Andy Walker (PEI) IN CHARGE OF Officials Committee.
- New High Performance Director – Simon Nathan
- Head Coach - Glenroy Gilbert
- Working on Governance improvements



#### **4.10 Governance Committee Report – Darren B**

- Please refer to submitted report
- Should have a draft revised Bylaws by next week to vote on
- After the Bylaws Draft, the Committee will do a Policy Review

#### **4.11.1 2017 Canada Games Report – Jason R**

- Please refer to submitted report from Jason R, Head Coach

#### **4.11.2 2017 CSG Manager’s Report**

- See submitted report by Manager Rachelle MacDonald

#### **4.12 Jeux de la Francophonie Report**

- Please refer to Gabe LeBlanc’s report
- Highlight – Gold Medal in Marathon by Shelley Doucet

#### **4.13 Legion Program Report**

- Refer to report submitted by Peter Stuart, Team Head Coach
- Clayton S summarized the event
- 100 Athletes attended NB Legions
- 669 Athletes both Legion and Open at National event; 35 NB athletes
- 1 medal – Erin Vringer – 13 year old won a silver in the 2000 meter
- 6 Legion Committee Members – Clayton, Helen, Alex C, Sue E, Peter S
- Clayton thanked Committee members and Gabe for all their support

#### **4.14 Officials Report – Carl C**

- Please refer to report handed out at meeting
- Carl to email report to Marc
- Summer students were a big help in events
- Very little influx in new officials in the system and our current officials are aging
- Difficulty is recruiting is happening across the Country



#### **4.15 Club Reports – moved to the end**

#### **4.16 Athlete Representative – Shayne D**

- Refer to submitted report

#### **4.18 Awards Committee – Scott D**

- Refer to submitted report
- Split Masters athletes in 2 awards; male and female
- Adding Andy J. to the committee helped with Masters awards
- Online submission form has worked well
- Will be outlining criteria in each category to make it more clear
- Recommending that ANB and Run NB meet to discuss integrating awards night
- Want to explore removing the Para athlete award and integrating the athletes under the same awards. Should go to the Board for a decision

#### **4.19 Sponsorship/Marketing Committee – Sandy M**

- Please refer to submitted report

#### **4.15 Club Reports**

##### **Fredericton Legion Track Club – Germain L**

- Membership numbers are the same as last year.
- Working well with the UNB team and seeing continued involvement

##### **ASEA – Sandy M**

- RJT going very well
- Doing a club reorganization; want to get the Board back up and running

##### **Chaleur – Jennifer B**

- A lot of younger athletes this year; grade 9 and 10's. Lost a lot of grade 12's last year
- Getting ready for Indoor track season

##### **Saint John Track Club – Bill M**

- Going well; numbers are looking good this year; 230 kids
- Need to increase the numbers by 30-40% by the time the indoor facility is built



#### **Fast Tracks – Michele L**

- 3 coaches - Greg and Kathleen looking after High School and Team coaching. Andrea looking after middle school age
- Going well and manageable numbers

### **5.0 New Business**

#### **5.1 Competition Committee**

Steve L noted that we want to form a Competition Committee. The Committee would present the Spring/Summer schedule at the AGM and the Fall Cross Country schedule at the SAGM. The Board will initiate discussion.

#### **5.2 Athletes moving up in an Age Class**

- Follow Athletics Canada rule where the athlete can move up one category
- We will deal with this at the Board level

### **4.19 – Nominating Committee**

- See nominations Report
- Vacancy in Treasurer position – will be appointing this role soon
- Want to thank members of the Board that are leaving

**Motion:** Carl C

That the appointment of a new treasurer be approved

**Seconded:** Jennifer B

### **6.0 Election of Officers and Directors**

There were no election of Officers and Directors as there were no other nomination. The nominees as presented are therefore approved.

### **7.0 Other Business – Grant S.**

Grant Sinclair with Sport and Recreation Branch was present at meeting. The Branch provides core funding support. He congratulated ANB on their great work.



## **8.0 Adjournment -14:15**

**Motion:** Sandy L

The next SAGM is schedule for April 22, 2018 in Moncton





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# ***Athletics in New Brunswick***

## ***STRATEGIC PLAN 2014-2018***

*Enhancing Participation, Performance & Positive Experiences  
For New Brunswick Athletes*

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***April 2014***



## *OVERVIEW*

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Athletics New Brunswick (ANB) is the provincial sport governing body for Athletics, which comprises Track & Field (outdoors and indoors), Road Running and Cross Country Running. ANB is a non-profit organisation made up of member clubs and individual members (athlete, coach, official). ANB also works on an ongoing basis with numerous partners such as the Royal Canadian Legion, the New Brunswick Interscholastic Athletic Association, la Société des Jeux de l'Acadie, the Canadian Sport Centre – Atlantic and the Province of New Brunswick.

From 2007-2014 Athletics NB and the Province of New Brunswick hosted five national championships, one NACAC event and an IAAF World Junior Championships resulting in significant infrastructure and financial investments for our sport. All these events were eye-opening, where we, the Athletics community of NB, were seen at our best, and in a very professional manner. They have brought long-lasting benefits for the growth of Athletics across New Brunswick.

2013 saw Athletics NB reach new hallmarks in performance and recognition with nine Canada Games medals and 3 athletes named to national teams. Many ANB athletes and coaches won numerous provincials awards / recognition.

The fundamental objectives of this plan are meant to build on that success and result in our sport being stronger than ever in terms of participation levels, athletic performance and providing positive experiences for all involved.

While the 2007-2014 strategic plan was somewhat all-encompassing, the 2014-2018 plan focuses on key priority areas that we believe will allow the success achieved to take our sport to higher levels (refer to appendix A for review and analysis of the 2007-2014 strategic plan).

Board of Directors  
Athletics New Brunswick

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## ***Athletics New Brunswick***

### ***GUIDING PRINCIPLES***

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#### ***VISION***

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ANB will, by 2018, be recognized as a national leader and in all aspects of its organisation be a reference for success within the New Brunswick sporting community.

#### ***MISSION STATEMENT***

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ANB provides leadership, development and competition to encourage and foster both participation and high performance in Athletics.

#### ***VALUES***

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- **Excellence** – Each person should be enabled and encouraged to offer his/her best
- **Health** – Physical and emotional wellbeing within and beyond the sports aspect
- **Teamwork** – Athletes, coaches, officials, clubs, partner organisations working together and leveraging resources to make us grow as a whole
- **Integrity** – High standards of ethics, responsibility, honesty, fair-play, accountability
- **Diversity** – All-inclusive, without any distinction based on sex, age, social class & abilities

#### ***2014-2018 STRATEGIC GOALS***

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**Participation** – Grow the number of people involved in athletics in New Brunswick particularly focusing on increasing athlete membership to 1200 primarily by the doubling of the number of active trained coaches, as well as by a healthy increase in the number of officials & volunteers.

**Performance** – Improve the performances of our athletes at all age levels relative to national results, increase our number of nationally carded athletes, improve our national medals and encourage development of high quality coaches / clubs.

**Positive Experience** - Deliver an exceptionally positive “WOW” experience for athletes, parents and volunteers leading to increased participation, satisfaction and retention of members at a level that will be best in the country.

**A Top Priority:** In preparing this plan it was the opinion of the committee that **development of more active, trained coaches** in the province needed to be given top priority as it would lead to progress/success in the other goals. As a result, the actions related to development and recruitment of coaches will be the highest priority over the initial two years of this plan.

**Participation** – Grow the number of people involved in athletics in New Brunswick particularly focusing on increasing athlete membership to 1200 primarily by the doubling of the number of active trained coaches, as well as by a healthy increase in the number of officials & volunteers.

**Key Measures of Success in Participation (See appendix)**

- Total Members with Membership analysis year over year – Age groups / AWAD
- Membership #/population
- Member renewals/ retention %
- # of Officials, Volunteers
- # of competitors / # events at each competition
- # of active coaches

**Action Plans**

- **Double the number of Trained Coaches actively coaching at all levels**
  1. Be proactive about recruiting new coaches from our parents and senior athletes establish programs to transition athletes to coach particularly targeting University/college athletes.
  2. Target NBIAA High Schools to have at least one certified coach per school.
  3. Encourage current coaches and volunteer coaches to take up certification.
  4. Provide free RJT / Sport Coach as an entry point for new coaches.
  5. Secure longer term funding for ANB's coaching staff and resources.
  6. Upgrade our marketing and promotion of Coaching as an opportunity.
- **Measure & increase meet registration/participation by 50%**
  1. Improve our tracking of participation/interactions with non-traditional groups and events.
  2. Increase programming/competition options for peewee and younger athletes
  3. Develop improved masters' competition options that suit the numbers and diverse masters
  4. Hold a relay meet that involves all ages
- **Increased membership by promotion of our sport to improve awareness & understanding.**
  1. Complete 12 outreach contacts annually in areas to clearly build membership.
  2. Increase outreach and promotion of athletics at kid's road races in cooperation with Run NB
  3. Increase promotion at all school meets to show how they can join our sport.
  4. Collaborate with the multi-sport community promoting what we can offer athletes of other sports
  5. Use social media to challenge the perceptions of our sport and what it takes. Promote participation and the benefits such as not being cut. #WeAreANB
- **Increased Officials / Volunteers by 50%**
  1. Improve the experience for officials and volunteers by creating a Club-Like-Atmosphere, excellent quality food, and ongoing recognition by the organizers and athletes
  2. Require one parent of every athlete to do an introductory course (like Alpine Skiing)
  3. Look at the average age of officials and strive to identify younger ones
  4. Parent orientation course made obligatory at the Club level to help them get engaged.
  5. Maintain a consistent annual officials education plan
  6. Upgrade our marketing and promotion of Officiating as an opportunity.

**Performance** – Improve the performances of our athletes at all age levels relative to national results, increase our number of nationally carded athletes, improve our top 8/national medals and encourage development of high quality coaches / clubs.

### **Key Measures of Success in Performance (See appendix)**

- Improve our depth of field - Top 8 performances/event in each age group relative the national results.
- Increased # of medals at National/Regional championships & Jeux Canada Games
- Increase # of national team and carded athletes
- Increase # of provincial records broken annually by age group

### **Action Plans**

- **Improve the quality and effectiveness of our coaches in clubs**
  1. Create incentives for coaches to aspire to higher levels of certification.
  2. A consistent annual coaching education plan – Certification and Professional Development
  3. Develop a coach/coach mentorship program
  4. Have all clubs strive for the club excellence standards.
  5. Hold event summits 2 x per year and include a coach development opportunity
- **Improve our athlete support with a clear development pathway**
  1. Develop a performance index that allows us to compare / measure / improve our depth of field of the top 8 performances in each event / each age group relative the national results.
  2. Podium
    1. Summer camp environment to develop technical skills & leadership
    2. Indoor training opportunities & 2 outdoor - vary the events + 1-2 day clinics
    3. Select Legion coaches earlier in year and integrate in the PP
    4. Enhance the program with more consistent team trips
    5. Develop a Talent ID component for PP to attract talented athletes to our sport.
  3. Athletics in Schools
    1. Grow participation in our middle school championships
    2. Help develop coaching skills in schools
  4. HPP
    1. Refine HPP criteria to rank “TOP” athletes and provide more support aligned with Athletics Canada & Canadian Sport Center (Atlantic)
    2. Maintain Florida Camp but qualify people to go. Provide support to the top ones.
    3. Develop athlete/athlete mentorship program
    4. Improve our daily training environment in primary urban centers bringing higher level support such as IST, sport science, 1-1 support and education.
    5. Develop a Talent ID component for HPP to attract talented athletes to our sport.
    6. Enhance the program with more consistent team trips
  5. University Programs
    1. Support University bound athletes with a bursary program.
    2. Create promotional links online to U programs
  6. Provincial team programs
    1. Improve selection process for all teams including less focus on selection meets and more on selection period for Legion / JCG
    2. Select JCG coaching staff 3 years prior / Announce JCG training team two years prior
- **Ensure access to competitions and a schedule that serves the needs of our top athletes**
  1. Help athletes access higher level competition helping with Team NB travel to champs/top events
  2. Coordinate our calendar with ANS and APEI and if possible add meets later for seniors / juniors
  3. Have a proactive hosting strategy to continue to bring higher level competitions to NB

**Positive Experience** - Deliver an exceptionally positive “WOW” experience for athletes, parents and volunteers leading to increased participation, satisfaction and retention of members at a level that will be best in the country.

**Key Measures of Success in creating a Positive Experience (See appendix)**

- Satisfaction of our participants and compare to results from Athletics Canada
- Membership retention at a national leading level.
- High satisfaction with competitions, teams and programs based on survey results

**Action Plans**

- **Improve meets each year to ensure a positive wow experience**
  1. SWAG – medals / custom bibs / Intangibles like recognition
  2. On time events & faster event turnover from the start line
  3. Celebrate at a year-end meet - Create the NB is one big club feeling
  4. Have some HP Athletes present to award some of the medals
  5. Use meet as an occasion to recognize some of the volunteers
  6. Have a volunteer sign up place where people can pick jobs, like a grid for sign up including descriptions of a volunteers duties
  7. Set up a twilight series around the province on the same night. Perhaps merge results to one meet as if all were together. Promote and provide some awards or perhaps a Twilight finale meet.
  8. Build on and expand the Hershey program
  9. Have all clubs work towards integration of AWAD
  
- **Improve our Club Championships**
  1. Modify Club Champs awards
    1. Top Club champion the biggest prize (Big Club & Small Club)
    2. Offer a banner for most improved.
    3. Offer a team spirit award perhaps judged by officials
    4. Consider an award for tops on track and tops on field
  2. Take a big picture of everyone at some point during the meet “ANB Club picture.”
  
- **Offer RJT in a positive way to introduce our sport to younger age groups**
  1. Increase RJT outreach to non-traditional markets such as Boys & Girls Clubs, YMCA, and Community Recreation.
  2. Use the 12 challenges promo as a way to increase participation and involvement in our sport.
  3. Run RJT integrated with Swim / Gymnastics / Judo and or other sport partnerships
  4. Masters – RJT – partnership with Running Room or other sponsor
  5. Ensure that the top coaches are involved in RJT to improve retention.

## **Organizational Capacity**

ANB must also focus on identifying the required financial support, medical and sport science support, which are designed to integrate into any high performance program and can be delivered at the provincial level and to ensure achieving these objectives. ANB must evaluate its board structure and functions and staffing to ensure they align with and support the goals laid out in this plan.

The actions identified within this area will be driven by the annual action plans under all of the other objectives.

Target: Athletics NB will have clear operational and board objectives that will lead to a stronger organization and ensure success in meeting the objectives laid out in the strategic plan. The organization must adopt plans to ensure.

- That the Board of Directors are organized and structured to support this plan. It must also have members with the time and talents necessary to support and successfully implement the plan.
- That ANB has enough staff and the right kind of staff to support the plan and achieve the targets set out.
- That there are enough financial resources to ensure that this plan can be successful.
- That there is support for the development and maintenance of proper sport track and field facilities in all areas of New Brunswick.

## Appendix

**Participation** – Grow the number of people involved in athletics in New Brunswick particularly focusing on increasing athlete membership to 1200 primarily by the doubling of the number of active trained coaches, as well as by a healthy increase in the number of officials & volunteers.

### Key Measures of Success in Participation (See appendix)

	2013 (Base Year)	2014	2015	2016	2017	2018
Total Members Membership analysis year over year – Age groups / AWAD	Peewee- 187 Bantam-81 Midget-114 Youth-81 Junior-58 Senior-104 Masters-62  AWAD -6					
Membership #/population	762/ 751,171					
Member renewals/ retention %		38 (as of March 26th)				
# of Officials	49					
# of Volunteers	Not Available					
# of competitors / # events at each competition	See Spreadsheet					
# of registered coaches	<b>44</b>					



**Performance** – Improve the performances of our athletes at all age levels relative to national results, increase our number of nationally carded athletes, improve our top 8/national medals and encourage development of high quality coaches / clubs.

**Key Measures of Success in Performance (See appendix)**

	2013 (Base Year)	2014	2015	2016	2017	2018
Improve our depth of field - Top 8 performances/event in each age group relative the national results.	Not sure how to track					
Increased the top 8/ # of medals at National/Regional championships& Jeux Canada Games	Not sure how to track					
Increase the top 8/ # of national team and carded athletes	Not sure how to track/ 0 Carded athletes					
Increase the top 8 / # of provincial records broken annually by age group						
+ Top 8, Medals at Nationals	Legions- Juniors-1 Canada Games -9 Seniors – 1 (AB) 3 (Para)					

**Positive Experience** - Deliver an exceptionally positive “WOW” experience for athletes, parents and volunteers leading to increased participation, satisfaction and retention of members at a level that will be best in the country.

**Key Measures of Success in creating a Positive Experience (See appendix)**

	2013 (Base Year)	2014	2015	2016	2017	2018
Satisfaction of our participants and compare to results from Athletics Canada						
Membership retention at a national leading level.						
High satisfaction with competitions, teams and programs based on survey results						

## **ANB Wall of Fame Framework:**

To initially be an online wall of fame only, with no physical wall. Inductees to attend annual awards gala where induction ceremony to be held in tandem.

Webpage presence:

Trackie?

Pierre Landry?

Online nomination form:

Scott/Gabe/Trackie

example:

[http://www.moncton.ca/Residents/Recreation\\_Parks\\_and\\_Culture/Sport/Moncton\\_Wall\\_of\\_Fame/Individual.htm](http://www.moncton.ca/Residents/Recreation_Parks_and_Culture/Sport/Moncton_Wall_of_Fame/Individual.htm)

Goal is 2 inductees per year, but not a hard rule, especially the first few years. Do not want to extend awards Gala much longer then it is. The more inductees per year means more speeches.

Starting 2019: Mid-January call for nominations, close Mid-March. Early June contact inductees and issue press release Mid-June.

Nominations to be evaluated by the Awards Committee.

Gala held at ANB Annual Awards Banquet in November where inductees are given 2 complimentary tickets. Additional tickets can be purchased.

Award presented to inductees (suggestions at this point):

Plaque to be held by ANB until such time a physical space can be found?

Wall of Fame pin to inductee for 'Alumni' to wear at future galas?

Copy of the plaque to inductee?

Inductee or representative will be given 3 minutes for a speech at the Gala



## **INSTRUCTIONS FOR NOMINATING**

Nominations require information of the nominee's accomplishments in Athletics. Some of the best sources for gathering the information are: family members; former teammates; coaches; administrators; scrapbooks; local papers; libraries; museums; provincial or national sport organizations; internet, etc.

### **ALL NOMINATIONS MUST INCLUDE:**

- Consent of the nominee or, if deceased, the family or appointed representative and their current address.
- Two (2) letters of recommendation to support your nomination.
- A point-form list of accomplishments in chronological order.
- Documentation in support of the nomination.
- A high resolution digital photo of the nominee.
- Total submission must not exceed ten (10) pages, including letters and supporting material. (Excess support material will not be reviewed but will be retained with the nomination for archival purposes.)
- Only digitally submitted nominations shall be accepted using ANB's online submission form.

## **ELIGIBILITY OF NOMINATION**

The Wall of Fame inductees have demonstrated exceptional strength, determination and sportsmanship. Their contribution as either builders/officials/coaches, or athletes has added considerably to our community. This place celebrates present and future contributions to Athletics in New Brunswick.

Accomplishments have been made while as an ANB member, or as representing New Brunswick prior to ANB incorporation.

Nominees will be assessed on the basis of the level and significance of their achievements or contributions; the degree of difficulty in achieving their success; the consistency, dedication or contribution to Athletics over time; and personal qualities or team characteristics. Exploits shall exclude those associated with Road or Trail running, since the Run NB Hall of Fame already recognizes these achievements.

### **ATHLETES:**

The nominee must have participated in athletic competition, which has brought distinction and honour to New Brunswick or has made a major contribution to the development and advancement of Athletics in New Brunswick over a period of at least four (4) years. Athletes to be considered for admission must have been (or be) outstanding in their field of endeavour. The label "outstanding" must be applicable over an extended period of time in competition against peer athletes. The nominee need not currently reside in New Brunswick.



If accomplishments are performed as a senior or open athlete, then the nominee must be retired from open competition and be of at least 35 years of age at the time of nomination.

**BUILDERS:**

The term builder should be defined to illustrate candidates who have contributed to the development of sport as a coach, official, administrator, executive member, or in another capacity that has benefited athletes and/or the sport in New Brunswick over a period of at least 15 years.

The nominee must have attained a high level of excellence and brought recognition and honour to New Brunswick's Athletics community through on-going dedication towards the development of players, teams or sport itself. The nominee need not currently reside in New Brunswick. The nominee may be active or retired at the time of the nomination.

*Deliberate omission of a team category for the moment... at least for the first few years (many potential candidates in the athlete and builder categories already inducted in the moncton, SJ, Fredericton walls of fame, and the NB Sports Hall of fame).*

