2016

Annual General Meeting

October 16th, 2015
Oromocto, NB

Athletics
Athletisme

Agenda

10:00 Strategic Plan Update Marc/Gabe

10:20 Strategic Reviews & Discussions on; Moderator: Jason

1) How to best meet growth at the youth level and

2) how to increase officiating capacity

11:20

1.0 Call to Order/Welcome / Apologies for Absence

2.0 Adoption of the Agenda

3.0 Minutes of the 2015 AGM and of 2016 SAGM & Matters arising

4.0 Reports

4.1 **President's Report** – Marc

4.2 **Treasurer Report** – Myriam

- 4.2.1 2015 Audited Financial Statement
- 4.2.2 Approval of Auditors
- 4.2.3 Internal financial Statement
- 4.2.4 Year to date financial report

4.3 **Technical Director** – Gabe

4.4 **High Performance Dir.** – Steve

4.5 **High Performance Coach** – Jason

4.6 **RJTW Director** – Alex

4.7 **Run NB** – Rob Jackson

4.8 **Masters Report** – Andrew Justason

4.9 **Legion program** – Sue & Clayton

4.10 **Officials** – Carl Cummings

4.11 **Athlete** – Sarah Myatt

5.0 New Business

5.1 **2017 membership** – Gabe

5.2 **Jeux de la Francophonie** – Steve

5.3 **Canada Games** – Jason

5.4 **2016 Legion Team** – Clayton

5.5 **ANB Coaching Education Proposal** – Jason

5.6 **Club Reports**

5.7 **Other Business**

5.8 **Nomination Committee** – Bill MacMackin

6.0 Election of Directors & Officers

4.1 President's Report

Marc Lalonde

Dear ANB members and friends,

Welcome and thank you to those attending the 2016 Annual General Meeting. It is my pleasure in this first year of my mandate as President to provide you with an overview of the past year and how we are moving along in our 2014-18 strategic plan toward meeting our objectives.

In terms of on the track and field activities and results, the past twelve months have been outstanding for ANB and this on so many levels. In order to keep my remarks succinct, I leave it with you to review our Technical Director's report that covers many of the major athletic achievements by our athletes as well as some of our operational successes.

Operations :

From an operations perspective we made a few adjustments during the year that aimed at best aligning our resources and staff to our strategic plan. These include;

- The Technical Director was asked to ensure that all ANB events meet a minimum level of profitability so as to ensure ANB is able to generate the required finances to match our rising annual operating costs. Our Technical Director was able to achieve this objective all the while maintaining high turnout and satisfaction levels. Really well done.
- The responsibility of ANB Coaching Development was entrusted to Jason Reindl who in merely nine months implemented a comprehensive coaching development and certification process for all ANB coaches. As a result, the number of accredited coaches is now on the rise, which is providing us comfort we are on track with our 2018 objectives.
- Steve Leblanc completed the design and roll out of the new Athlete Development Support Plan (ADSP) that will be a mainstay for years to come. It will provide financial assistance to our high performance and elite athletes.
- In his first year with ANB, Alex Holder's development of the first contact and RJTW programs surpassed by far one key objective in the number of youth exposed to these programs per year. This success may well lead to a significant increase in early youth and youth demand over the years to come and best we be prepared for this.

An Olympic Year

There is little doubt that the success of our two ANB athletes in making the national team and then realizing life-best performances at the Olympics once again put our sport in the limelight this summer before all New Brunswickers. They also serve as strong role models for our aspiring young ANB athletes.

Gabe who managed to organize himself (and everyone else in his absence!!) to attend the Paralympics, gained valuable insights while in Rio in both the staging of a world class meet and in Paralympic competition organization. Prior to his departure, he also managed to arrange for our Olympian to present at three NB schools during her week stay in September. The welcome and interest were palpable with schools shutting entirely down for 2 to 3 hours. We are most grateful to Geneviève for her preparation for these and volunteering of her time.

Strategic Plan Update :

As we pass the mid point period of our 2014-2018 strategic plan I am pleased to report that ANB is certainly on track to meet the majority of its objectives. An update based on our three pillars of measurement, namely participation, performances and positive experiences follows;

Participation: Key metrics indicate;

- The number of participants at T&F meets is growing especially in the younger age groups.
- The number of U12 youth reached by the RJTW and First Contact programs is well beyond target.
- The number of officials has not grown overall.
- The number of coaches is growing with an acceleration of that growth needed.

As a result, attracting officials and coaches will remain two key priorities for ANB over the next year, especially if we are to meet a growth in demand.

Performances : The large number of provincial records broken over the past 12 months are a strong indicator that the overall level of our High Performance athletes keeps improving. While not directly related, we will now observe the extent the ADSP supports our elite and high performance athletes. Our wish is for them to work to their optimum lifetime best performances, often levels that will not be attained until their late twenties if not even early thirties. Their quests certainly serve as strong sources of inspiration for all of younger ANB athletes who we wish to follow in their footstep.

Positive Experiences : Those meets that were surveyed post-event continue to record above 80% satisfaction levels. We also received many unsolicited compliments, including comments from Quebec and Ontario visitors following the Eastern Espoir this summer. It is pleasing that while we are increasing the size of the meets and the number that we have not slipped in this so important measure of success.

Personal focus areas :

I would be remiss if I did not thank the staff and board members and in particular Bill MacMackin who, as our past president, maintained an active role and whose ongoing input and advice proved invaluable. Over the past year my key focus areas have been:

- Learn and better understand the year-round ANB process
- Develop a working relationship with our Technical Director and staff
- Relocation of treasurer duties to Myriam Godin
- Participation in Athletics Canada activities (Monthly Branch Council meetings, AC SAGM and AC AGM)
- Corporate sponsorship plan
- Renegotiation of Moncton 2010 Stadium accord
- Board matters

Over the upcoming year I would foresee the following as key areas of focus:

- Further integration of staff into the budgeting process and decisions
- Integration of our new board members into ANB affairs
- Oversight of strategic plan and in particular strategies to meet our need for officials
- Develop additional funding sources of funding such as online giving and ANB race day
- Develop additional strategies to meet anticipated growth in early youth demand

Board of Directors

Five board meetings were carried out by teleconference call and two in person namely the SAGM and AGM. All Board motions during the year were moved and passed at our board meetings.

I wish to thank all of our board members and in particular at this time those who are stepping down. All board members are also involved in many other fashion in our sport and we are grateful for their past board participation, counsel and advice. I also wish to welcome those who have agreed to be nominated.

As we head toward 2017 lots of excitement awaits us including our participation in the Canada Summer Games in Winnipeg, les Jeux de la francophonie canadienne in Dieppe and Les Jeux de la francophonie mondiale in Ivory Coast Africa. Our achievements to date reflect well on our collective efforts, including our athletes, our dedicated and talented staff and our summer student staff, our ANB clubs and their coaches and volunteers, and all of our officials and other volunteers throughout the province. They along with you board members, all provide a depth of knowledge, experience and/or countless hours of volunteering time, that are the foundation of support and growth of our sport throughout the Province of New Brunswick.

I congratulate you and thank you all for all that you do,

Marc Lalonde

4.2 Treasurer
Report

As of October 12th, 2016 Financial Statement:

-Cash in Bank: **$ 91,029.72:**

Profit & Loss Statement

Total Income:	**$ 428,144**
Total Expenses:	**$ 426,953**
Total Operating Income:	**$ 1,191**

The following payments have yet to be received:

- Athletics Canada support of Hershey Youth Series Event:	$ 5,000
- University de Moncton support of Steve position:	$11,500
-SJTC support for Jason and Alex positions:	$15,000
-GNB support of Jason's position:	$15,000
- Athletics Canada support for Steve Leblanc's position:	$11,500
- Athletics Canada 10 000$ support for Alex Holder's Position:	$10,000
-Athletics Nova Scotia Rooms for Espoirs:	$ 3,684.60
- Athletics Ontario pay food Espoirs:	$ 2 973.60
-Athletics PEI $ 634.80 (rooms Espoirs) and $ 434.70 (meals):	$ 1,069.50
- Request from the Moncton 2010 Legacy fund :	$ 19,650

With nearly $74,000 to be received in 2016 (excludes Legacy Fund request), the expectation is for a small surplus in 2016.

4.2.1 Financial Statement — Appendix A

4.2.3 Balance Sheet — Appendix B
Profit and Loss — Appendix C

4.3 Technical Director

Gabriel LeBlanc

Wow, what a year! In danger of sounding overly optimistic, 2016 has to be one of our most successful years in history. Not only did we have two of our members attain the highest level of sport in Rio, but we also hit some record milestones in our association.

While it's impossible to list all of our association's highlights, I think it's important to reflect on the year as a whole and acknowledge some of our many accomplishments.

Overview

The majority of my time is spent managing the organization as a whole and taking care of the day to day business that mostly takes place behind the scenes. This includes:

- Organizing competitions (securing facilities, ensuring equipment is available, creating schedule and meet packages, advertising our events, etc.)
- Managing anb.ca (keeping calendar updated, uploading results, updating records, writing and posting press releases, program updates, etc.).
- Answering emails (answering questions from athletes/parents/coaches, correcting errors in meet registration, planning events, etc.).
- Representing the organization in various meetings and functions (Athletics Canada and Provincial Branches, Indian Summer Games, Jeux de L'Acadie, Jeux de la Francophonie, NBIAA, Para NB, City of Moncton, Legs For Literacy, etc.).
- Awards (handle ANB awards and Athlete of the Month, nominations for Sport NB awards, etc.)
- Keeping ANB in the public eye (Manage Facebook and Twitter, ensure our press releases get in the newspapers, media enquiries and interviews, etc.)

High Performance

While the accomplishments of Genevieve Lalonde and Shayne Dobson brought so much pride to New Brunswick, we cannot forget about all the other amazing performances and achievements.

- 115 Provincial Records (24 Outdoor Age Class, 15 Indoor Age Class, 36 Masters Outdoor, 23 Masters Indoors, 5 Para, 5 Middle School Champs, and 7 NBIAA Champs)
- 22 National Medals (16 at AC Indoors, 4 at AC Outdoor, & 2 at Legions)
- 21 Medals at Espoirs

Several of the provincial records set this year were also long-standing records, including some of our toughest bantam and senior records. Three great examples are:

- A relatively new participant in our sport, Shelby MacIsaac took down four provincial bantam records, including the 100m, 150m, 200m, and high jump records. Most notable about this is that both the 100m and 200m records were formerly held by Stephanie Reid, one of our organizations greatest athletes in history.

- The Fredericton High School 4x400m relay team, comprised of Andrew LeBlanc, Jack Berkshire, Michael Colford, and Matt Butler (all ANB members) took down one of the longest standing records in NBIAA history.
- Senior records were broken in both the indoor and outdoor women's 800m and 1500m. Indoor senior records were also broken in the women's 60mh, 1000m, 3000m, and pentathlon, and in the men's shot put. Outdoors, records were broken in the women's 400mh, 3000m steeplechase, shot put, heptathlon, and in the men's 10000m, discus and decathlon. Senior records are our organization's toughest records to break, so to see this many in one year is phenomenal.

In addition to this, we were able to develop the new Athlete Development Support Program (ADSP) that will greatly assist our elite and high performance athletes. This program will ensure not only that our athletes be recognized for their achievements, but also given the support to reach higher.

Competitions

So far in 2016, Athletics New Brunswick hosted or assisted in a total of 48 competitions, and still have 2 indoor competitions to go before the New Year. After each of our major events, we survey the participants on their experience, and the many positive comments we receive from these events are simply astonishing. A quick summery is included in this booklet in APPENDIX A.

For the first time since 2008, the Eastern Canadian Espoir Championships took place and were hosted in Moncton. This Canada Games preparatory event ceased to be held after the 2008 edition, but thanks to strong cooperation between Ontario, Quebec, and the Atlantic provinces, we were able to revive it. Despite it being the first year back, the competition level was high and 8 Espoir records were set.

ANB again hosted the Maritime Track League with the cooperation of Athletics Nova Scotia and Athletics PEI. New Brunswick athletes took home 4 of the 9 prize money positions, including Nick MacMackin winning the men's category, and Shayne Dobson winning the para category.

I seem to say it every year, but I am more confident than ever in saying that Athletics New Brunswick organizes the BEST meets in Canada. Our incredible volunteers and officials have once again step up to the plate and were amazing, allowing us to be, quick, accurate, and efficient.

Program and Overall Development

Our youth programs were once again very successful and ever improving, notably our Run, Jump, Throw, Wheel program and the 12 Challenges program which expanded to new locations this past spring. The addition of Alex Holder has led to some remarkable achievements, but I'm sure his report will speak to this further.

Our social media has once again hit another milestone. On Facebook, ANB now has over 2000 likes, the second highest of all provincial branches; only Athlétisme Québec has more likes than we do. Meanwhile on Twitter, we're approaching 1000 followers.

As of October 9th, we have a membership total of 658 (athletes, coaches, officials, and associates combined).

Para-Sport Activity

Over the last year, our para-athletes have had great success at several levels of competition, ranging from local all the way up to the world stage. In addition to the successes of these athletes, ANB has been active in the para sport community through the implementation of workshops and clinics.

Through the delivery of Run Jump Throw Wheel (RJTW) Instructor Workshops, participants from across the province have been introduced to basic wheeling skills. This has brought awareness to para-sport and given these individuals the opportunity to experience para sport activities that they may not have had the chance to otherwise.

In addition to the RJTW Instructor Workshops, ANB also participated in the first ever Paralympic Sport Camp hosted by Wheelchair Sports NB. The Camp took place in Fredericton at the Nashwaaksis Field house on August 28th. There were roughly 30 athletes in attendance and they had the opportunity to take part in wheelchair rugby, tennis, basketball, athletics, boccia, sledge hockey, powerchair soccer and much more. Participating individuals were able to experience new activities and several athletes were so eager to participate in athletics that they even asked to take some of ANB's chairs home to practice with.

As mentioned earlier, many of the province's athletes enjoyed tremendous success over the last year. Highlight include:

- Christel Robichaud of Dieppe, who trains with ASEA, competed at the national championships in Edmonton, winning gold in the para-seated discus throw, and silvers in both the javelin throw and the shot put. Her throws in both the javelin and shot put also bettered her own provincial records.
- Jacob LeBlanc of Moncton performed very well for Team NB at the Eastern Espoir Championships in Moncton this past August. LeBlanc came away with silvers in both the 100m wheelchair and 1500m wheelchair, and a bronze in the 200m wheelchair. His time of 4:14.44 in the 1500m wheelchair event also broke the provincial record.
- Shayne Dobson, who hails from Campbellton and now trains in Moncton, competed on the world stage this past September at the 2016 Paralympic Games as part of Team Canada. Dobson competed in the T37 1500m final, running the race of his life and finishing fifth with a time of 4:21.06s, a new personal best and provincial record.

Last month I was also fortunate enough to attend the Rio Paralympic Games where we took a number of initiatives to improve our para-sport programs and find ways to better support our para-athletes.

- Meetings (2) with Rob Guy, CEO of Athletics Canada, concerning development of para-athletics in Canada.
- Meeting with the North American Sales Representative for Ottobock, a prominent prosthetics developer in para-sport. Currently discussing a potential partnership with ANB's para-program.
- Discussed with American and Canadian staff and athletes regarding logistics and key take-away from the games.
- Identified equipment needs for para-competitions and training.
- Identified tricks for hosting large international events (i.e. volunteers equipped with universal signs).
- Increased knowledge of para-sport history and New-Brunswick para-sport history.
- Facilitated exposure of ANB para-athletes with media outlets.

It was a great year so far for para-activities and we look forward to working with these athletes again at future events. Events such as the Paralympic Multisport Camp are very encouraging and gives up and coming athletes the opportunity to experience our sport in a fun environment. With all the success and accomplishments of these athletes this year, there is no doubt the future of para-athletics in NB is bright.

Moving Forward

2017 will be an exceptionally busy year, as happens to be the case every four years. In addition to the regularly busy summer, 2017 will also feature the Canada Summer Games taking place in Winnipeg, the Jeux de la Francophonie taking place in Abidjan, Ivory Coast, the Jeux de L'Acadie taking place in Fredericton, and the Jeux de la Francophonie Canadienne taking place in Moncton, all of which will have a Team NB contingent.

For our most elite athletes, we can certainly hope to see Genevieve and Shayne qualify for the IAAF World Championships and IPC World Championships, respectively, both of which are taking place in London, United Kingdom. We can also expect to see our other elite athletes such as Sarah MacPherson, Grace Annear, and Barry Britt compete at the high performance level across North America and continue to chase some of our province's toughest senior records.

Further, we will continue to work hard and make the organization the best it can be, something we strive for each and every year. This will include ensuring we continue to offer an all-inclusive atmosphere and assist athletes, coaches, and officials in reaching their goals, however high those goals might be.

This year we were also able to hire 8 summer employees who did a fine job. Finally, I would like to thank our wonderful board, especially Marc Lalonde and Bill MacMackin. Our staff Steve, Jason, and Alex; you guys rock!

Respectfully submitted
Gabriel LeBlanc
Technical Director ANB

4.4 High Performance Director

Steve LeBlanc

This AGM represents my 10th since (re)joining the NB athletics community. The sport has seen a great deal of change and development over this past decade, and it has been my great pleasure to have been a part of it. We have seen significant growth in our membership, and we have seen a significant increase in the visibility of our sport and our athletes both here in NB as well as on the national and international scene. We have had multiple national champions, national team members, nationally carded athletes, national record holders, and even Olympians and Paralympians. We have hosted multiple Atlantic, Eastern Canadian, Canadian, NACAC, and even World Championships. We have become the "little province that could", and I consider myself very fortunate to have been involved, and very proud to call myself a New Brunswicker.

We have grown as a sporting province and as a sports organization. ANB is seen as a leader among PSOs here in NB, and as a strong branch within Athletics Canada. We offer some of the best run competitions in Canada. We have outstanding coaches, officials and volunteers. We offer significant support to our athletes, and offer many training and competition opportunities to assist in their development. We also face many obstacles and challenges, but I believe we are continuing to build the infrastructure we need to grow and prosper. It has been a very busy decade.

Major activities I have been involved in over the past few months have included:

- Helped organize and deliver the Atlantic Throws Summit in Moncton
- Helped organize and officiate track competitions including the ASEA Spring Opener, the AESD T&F Championships, the NB Middle School Championships, Codiac Achilles Twilight, New Brunswick Indian Summer Games, and the Eastern Canadian Espoir Championships
- Meet director for the Hub City Classic in Moncton
- Attended the Canadian T&F Championships in Edmonton AB
- Took part in Athletics Canada organizational planning meetings in Edmonton AB
- Compiled and named the first ADSP teams from outdoor track season
- Working to develop the new ADSP indoor standards

ADSP. The launch of the new Athlete Development and Support Program saw ANB name 90 athletes to the four tiers of the program. These athletes attained a total of 156 ADSP standards. Three Para athletes were included in the teams – 1 at the High Performance level and 2 at the Performance level, based on their performances and national rankings in their events. The tables below show the breakdown of the teams based on event groups and clubs.

ADSP teams broken down by event group.

Event Group	*Elite (5)*	*HP (9)*	*Perf (46)*	*Dev (30)*	*Total (90)*
Sprints / Hurdles	*0 (0%)*	*4 (44%)*	*20 (43%)*	*8 (27%)*	*32 (36%)*
Middle & Long Distance	*5 (100%)*	*4 (44%)*	*8 (17%)*	*5 (17%)*	*22 (24%)*
TRACK	*5 (100%)*	*8 (89%)*	*28 (60%)*	*13 (44%)*	*54 (60%)*
Jumps	*0 (0%)*	*0 (0%)*	*8 (17%)*	*10 (33%)*	*18 (20%)*
Throws	*0 (0%)*	*1 (11%)*	*9 (20%)*	*7 (23%)*	*17 (19%)*
Combined Events	*0 (0%)*	*0 (0%)*	*1 (2%)*	*0 (0%)*	*1 (1%)*
FIELD	*0 (0%)*	*1 (11%)*	*18 (40%)*	*18 (56%)*	*37 (40%)*

ADSP teams broken down by club affiliation.

	ACA	APA	ARA	ASEA	CEK	FFT	FLTC	MC	SJTC	SRNB	una
Elite			0	2		2				1	
HP				2		2		1	3	1	
Perf	1		1	18	2	4	5	1	4		10
Dev		2		8		5	3		6		6
Total	1	2	1	30	2	13	8	2	13	2	16

Number of event performances achieving ADSP standards, by event group.

(Note that this data does not include Para athlete performances.)

Event Group	Elite (6)	HP (14)	Perf (75)	Dev (61)	Total (156)
Sprints / Hurdles	0 (0%)	6 (43%)	31 (41%)	24 (39%)	61 (39%)
Middle & Long Distance	6 (100%)	8 (57%)	20 (27%)	11 (18%)	45 (29%)
TRACK	6 (100%)	14 (100%)	51 (68%)	35 (57%)	106 (68%)
Jumps	0 (0%)	0 (0%)	12 (16%)	15 (25%)	27 (17%)
Throws	0 (0%)	0 (0%)	11 (15%)	10 (16%)	21 (13%)
Combined Events	0 (0%)	0 (0%)	1 (1%)	1 (2%)	2 (1%)
FIELD	0 (0%)	0 (0%)	24 (32%)	18 (43%)	50 (32%)

Other projects related to the ADSP include:

- Ongoing coaching of athletes, and consultations with athletes and coaches. At present I am the personal coach of 7 ADSP athletes (0/1/3/3), and I co-coach and consult with several other team members.
- The Performance Practice series will be taking place this winter in Moncton, with three dates scheduled – Dec 3, Jan 28 and Feb 12.
- We will be looking at upcoming indoor and outdoor travel options for out-of-province competitions for the ADSP athletes.

Université de Moncton

We presently have a much bigger team this year than last at UdeM, with many new recruits joining our program. Among the "Aigles" are some athletes who are targeting the 2017 JCG as a major goal. As per usual, UdeM will be hosting the AUS T&F Championships on Feb 24-25, and I will be the meet director. I also serve as the chair of the AUS T&F Coaches Committee, and represent the conference on the CIS T&F Coaches Committee.

ASEA

I coach many of the senior speed/power athletes in the club. We are working on some new programs within the club as well as working on improving our club structure. As part of my duties with the club, I will be organizing several indoor and outdoor competitions over the coming months. The Last Chance meet (Dec 17) and the Moncton Open (Jan 14) are the events we have coming up this indoor season.

4.5 High Performance Coach

Jason Reindl

Coaching Education

- 55 ANB Registered Coaches – 34 M & 21 F (8 In-Training, 28 Trained, 14 Certified, 5 NA)
- 102 Males and 73 Females (175 total) have done a NCCP event since 2015 AGM.
    - 103 RJTW, 29 Sport, 11 Club, 6 Performance, 15 PD
- Develop, promote, clarify and assist Certification Plans to those coaches moving towards Certified. Create a 1 page overview of the statuses and our operational plan.
- Hosting Fall Courses – Nov 5 RJTW in Fredericton, Nov. 12-13 French Sport Coach in Moncton, & Nov 19-20 English Club Coach in Moncton (Jumps and Endurance)
- Spring Courses – TBC but club coach throws, club coach para, ANB MED session.
- Coaching Mentorship/Coach Camp 2017 – Details TBD
- Management of Coaches Connect (monthly coaching education piece)
- ANB Coaching Operational Plan focusing on parameters of hosting NCCP workshop modules.
- Responsible Coaching Movement – Attached Information and recommendation for ANB to support with pledge and encourage all member clubs to support the pledge as well.

Performance

- 6 Athletes as part of the CSCA SJ Training Group. Further integration with IST (S&C, Psych, Nutrition, Monitoring). December Camp at IMG Academy Dec 20-Jan 4. Spring Camp dates to be confirmed but looking at late April and early may (location TBD).
- General Group includes members of SJTC or UNB. Monday to Friday 6-8am & Monday, Wednesday, and Friday 4:30-6:30pm = 16 hours per week
- Saint John Track Club – Assistance and coaching to Junior Development athlete's 2x per week (4 hours) and assisting other groups/coaches as needed from January to March.
- Mentorship to various coaches in province (Fredericton, Bathurst, and Charlo at present)
- Brainstorming with local IST leaders on how to effectively impact athlete performance

Participation & Positive Experiences

- SJTC roles and responsibilities to support practice, competition, and hosting local events
- SJCTC practice schedule TBC but January - March Tuesday and Thursday 5:00-6:30pm
- UNB Head Coach is point of contact for all matters related to UNB XC and TF on both campuses. All details surrounding the team (budget, uniforms, entries, travel, accommodation, academic requirements, community initiatives, monthly athletic department meetings, scholarships and both athletic and non-athletic awards, confirmation of eligibility for Academic All-Canadians).
- UNB Cross-Country team final roster 25 athletes (13 females & 12 males)
- UNB Track and Field final roster TBD but anticipating 70 members (30 females and 40 males).
- UNB Goal for T&F is to build off of last year's success (3rd place for both men's and women's teams at the AUS Championships).
- Meet and event hosting throughout the year (CSG Stadium, SJ XC, UNB XC, UNB TF)

Additions

- Continuing go increase Coach Developer Role through participation in Master Coach Developer training in Burnaby, BC (October 30th, 2016).
- Attending National Sport Leadership Conference in Richmond, BC (November 2-6, 2016).
- Named to Coach New Brunswick Board of Directors as the PSO Representative for a 2-year term that began September 24th, 2016.
- Continuing to work towards Masters in HP Coaching and Technical Leadership.Podium Program

4.5 Run Jump Throw Wheel Director

Alex Holder

Participation & Positive Experiences

- SJTC responsibilities including coaching of RJTW Program (indoor, outdoor & new XC program)
- Track & Field Days organized and hosted for various groups over the course of the outdoor season
- Delivery of the RJTW Series across the province (Regionals -> Provincials -> Atlantics)
- Expansion of the 12 Challenges Program – hosting programs in new locations over outdoor season
- Potential introduction of smaller scale RJTW Series during the indoor season (Appendix A)
- Track & Field Clinics delivered in the form of physical education classes in the school system
- Outreach clinics partnering with various groups to enhance experience in programs
- Mentorship Program with leadership/phys. ed. courses in high school/university.
- Aiding in the delivery of ANB meets/events throughout the entire year (XC & TF)
- RJTW Instructor Workshops across the province in coordination with RBC Grant (Appendix B)
- RJTW Instructor Workshops hosted periodically for the public/targeted groups across all regions
- Professional Development Day opportunities with Phys. Ed. Teachers (RJTW Workshops)
- Demo/Try-It Days in coordination with road running events as well as Expo Participation

Performance

- Go NB Physical Literacy Grant opportunity to host para-program in conjunction with SJTC (indoor)
- Aiding HP Coach in the coaching of high school athletes during spring high school season at UNBSJ
- All clinics, demos & other coaching duties mentioned above contribute to the improved performance of our youngest group of athletes in the province

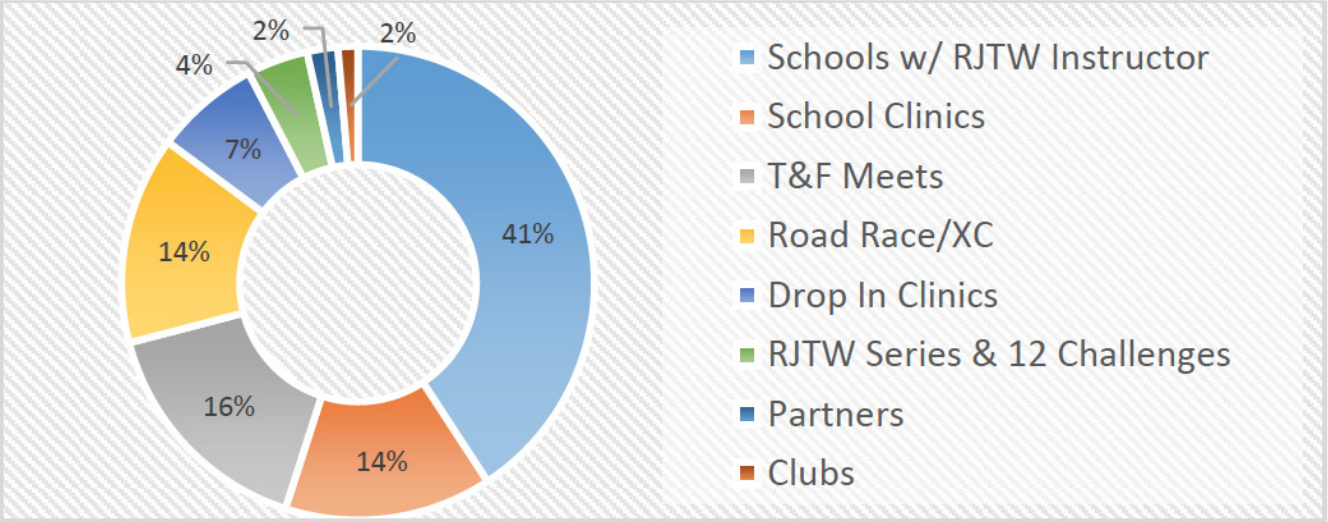
Other

- Reporting of all Athletics NB RJTW numbers to Athletics Canada
- Working with current RJTW Instructor Materials to develop documents to “teach the teacher”

- Document development including refinement of School Mentorship Program, Curriculum Outcomes, RJTW Series Package, RJTW Pathway, etc. All of which can be of use to clubs and other groups to develop partnerships and link in with other organizations.
- RJTW Instructor Workshop presentation – ongoing process to develop new methods of delivery and ways to encourage more interaction and participation of instructors
- Go NB Capacity Building Grant opportunity to offset costs for RJTW Position and delivery of 10 workshops across the province along with the evaluation of said instructors over 2 years

Numbers

- RJTW Instructors Trained Since November 2015 – **103 (7 Certified)**
- Total involvement in RJTW & First Contact (approximately) – **23,158**



4.7 RunNB

Robert Jackson

Run New Brunswick is a nine-member committee of Athletics New Brunswick. Since 2010 RunNB has employed a part-time Executive Director. With the signing of a three-year services agreement with ANB in 2015, RunNB employs the services of Gabriel LeBlanc as Executive Director. That services agreement will be subject to renewal at the end of 2017.

Highlights from 2016

1. Our numbers continue to grow with approximately 120 races appearing on our online Calendar for 2016.
2. The New Brunswick Medical Society continued its annual financial assistance of $10,000 to support youth running in the “Small Strides – Healthy Lives” program.
3. We were excited and proud to see Patty Blanchard of Dieppe inducted into the New Brunswick Sports Hall of Fame in May, recognizing her accomplishments in road racing.
4. We produced and distributed a very comprehensive, 38-page Race Directors’ Guide to assist those who organize road racing events.
5. Our acquisition of a new gantry adds further presence to RunNB at events.
6. Our annual Race Calendar Booklet was printed and distributed throughout the province, although there is momentum toward discontinuing the print version.
7. Four runners set nine age-group records in 2016: Paula Keating (5), Laura Dickinson (2), Marcelle Breau and Matt McNeil.
8. We operated on a budget of approximately $44,000 and expect to end 2016 with a small surplus.
9. Our Hall of Fame Banquet & Awards night in Quispamsis in November 2015 was again a success and a fitting finale for the year.
10. Gilles Gautreau and Darrel Travis were inducted into our Hall of Fame, which now has a total of 16 members.

Submitted by Robert Jackson, Chairperson

October 10, 2016

4.8 Masters Report

Andy Justason

The past year of masters athletics has been a great one for New Brunswick. There were a total of 71 provincial records set, five of them from first-time record holders. This compares to 75 masters records set during an exceptional 2015.

The two athletes setting the most records were Adrienne Cameron and Dennis Furlong with eight each, including running, jumping and throwing. Adrienne set new marks in the W65 100m, long jump, shot put, discus, hammer, throws pentathlon, indoor long jump, and indoor weight throw. Dennis won the M70 decathlon at the Americas Masters Games in Vancouver. His ANB records outdoors include the high jump and decathlon while he set new indoor marks in the high jump, shot put, 60m, 400m, 1000m, and indoor pentathlon.

Robert Jackson followed a fantastic 2015 with seven M60 provincial masters records in 2016. Rob set new M60 records in the 400m, 800m, 3000m, 10,000m, and indoor 800m, 1000m, and 3000m.

Ross Belyea also set seven provincial records in the past year over two different age categories. He set M70 records in the 100m, long jump, triple jump and M65 records in the 200m, triple jump, indoor 200m and indoor triple jump.

Bruce Rosvall continued setting records in the M50 division, this year in the 200m, indoor 200m, indoor 300m, and indoor 400m. Some of Bruce's records are faster than the records in younger age groups.

Cary McNeil sprinted onto the M35 scene with records in the 200m and the indoor 60m. Other first-time male ANB masters athletics record holders were Dean Strowbridge in the M45 3000m and 5000m and Steve Scott in the M35 high jump. On the women's side, Tracy Dunn now holds W45 records in the hammer and indoor 60m while Pierrette Arseneault set the mark in the W55 indoor 200m.

Andrew Justason established a Canadian record in the M40 heptathlon. His provincial records include the pole vault and the indoor pole vault, long jump, and heptathlon. Also in the combined events, Glen Gray continued preparing for his comeback in the M45 division.

Yvan Pelletier moved up to the M60 category and continued breaking sprint records - the 100m and the indoor 200m. Yvan also broke the long jump record and the indoor shot put.

Merab Klein resumed competitive athletics this year after the birth of her daughter, Torunn, and broke the W35 record in the 100m. Her husband, Erik Klein set new M35 running records at both ends of the distance spectrum, the 10,000m and the indoor 50m in Toronto.

Heather LeBlanc became the third member of her family (Aaron and Francis) to hold provincial records in the throws by winning the W55 shot put, discus, javelin, and throws pentathlon.

One of New Brunswick's best ever middle distance runners, Patty Blanchard, added two more to her record collection, the W55 indoor 800m and indoor 3000m.

Alex Coffin broke the M45 10,000m record despite nearing the top of his age division.

Carol Lepage (not to be confused with decathlete, Pierce Lepage) joined Olympian, Joel Bourgeois, as the only two ANB Masters to brave the Steeplechase, and established the M45 record.

Several of New Brunswick's best throwers added to their lists of provincial records. Imrich Kirlay broke records in the M65 indoor weight throw and outdoor M70 shot put. Paul Gauthier set a new mark in the M50 javelin. Sharon Peabody is the W55 hammer and weight throw record holder. David Jefferson extended his own record in the M70 hammer and also broke the indoor long jump record.

ANB's first competitor in the W90 division, Edna Thibodeau, put three new marks on a new row of the masters records tables in the shot put, indoor shot put and 60m.

4.9 Legion Program - Coaches Report

Sue Elllis Loparco

2016 Legion Championship Report

Sainte Therese, Quebec

August 3rd-9th, 2016

Statistics

Number on Team NB: 36

Breakdown of Athletes:

- Male – 12; Female – 24
- Midget Male – 5
- Midget Female – 10
- Youth Male – 7
- Youth Female – 14

Number of Personal Bests: 17

Number of Provincial Records: 2 – Laura Dickinson Youth 2000 S/C; Craig Thorne Midget 100mH

Number of Medals: 2 Gold – Laura Dickinson, 2000 S/C and 3000

NB Athletes of the Meet – Laura Dickinson and Tim Poirier

Coaching staff – Alex Stuart, Sarah Myatt, Alex Coffin, Sue Ellis Loparco

General Comments

With respect to the athletes, there were no major issues, other than the extreme heat (upwards of 40 degrees in the humidity for the entire week), and the high winds during the meet which no doubt affected performances. This year, the meals were much improved, although there were some complaints about the five item limit – for instance, even though the athletes were able to choose 5 items, they could only choose 1 drink…..they could not choose 3 items plus 2 drinks…or even if all they wanted was 5 drinks, they were not allowed. Other than changing around some roommates the first night, there were no complaints about the accommodations – Team NB stayed in one of the high-rises on campus. Transportation to and from Quebec was satisfactory, although we did get lost in Laval when the GPS on the bus directed us to Laval instead of Ste Therese, costing us an extra hour. Transportation to and from the track was good as well, although a few of our athletes had to catch early buses to the track as they needed extra warm-up time – one of the coaches accompanied our early athletes each day. The Legion was not prepared in advance for the accommodation of many athletes needing an early bus, although the problem was rectified by the second day of the meet.

Track Meet

The track meet was not user friendly at all. The schedule was not posted anywhere in the facility, results were not posted anywhere (other than on a mini laptop), and the meet director was not accommodating to any special requests – for instance there were discrepancies in what the Coaches were told about relay declaration times, and what the Meet Director announced at the meet – which left all coaches from all provinces scrambling around at the last minute. The Meet Director remained committed to what she had announced, regardless of what was said at the Technical Meeting. The officiating was just OK, not outstanding – for instance in the Throws (Female Youth Discus I believe), an athlete threw a potential meet record and the officials pulled out the marker before an official measurement could be taken…they walked off the field…then when they realized the throw might be a record they came back onto the field trying to find the mark for the potential record!

A more detailed report, prepared for National Command by Alex Stuart/Sue Ellis Loparco is attached.

Accommodations

Team NB was located on Floors 3 and 4 of a high rise on campus. The rooms were small and very hot, and athletes were advised to bring a fan with them. Definitely tight quarters and not conducive to having good performances on the track and field.

Coaches were located in the oldest building on campus, where the rooms were hot, dirty, and small. An example of 'dirty'? One of the coaches from Ontario opened her closet and it was stuffed with dirty clothes and four car tires!! No air conditioning in the rooms, no cleaning of rooms – terrible accommodations.

Food

Mentioned above – much better than last year!

Chaperones

This year, there were two experienced Chaperones and two new Chaperones. The kids seemed to like and respect all four of them, but did have complaints about one of the chaperones who was overly 'gruff' with them. This particular Chaperone has the athlete's best interests at heart, but comes across as always being 'mad' at the athletes. The Chaperones were very friendly, very open in getting to know the athletes, and very accommodating while still following the Legion 'rules'. In reading Jason's report of last year, I would agree with the absurdity of having a Chaperone accompany an athlete to the Physio/Medical area, particularly when everything is in the wide open and very transparent.

Coaching Staff

This year, we had two Legion-experienced coaches, and two 'new' coaches. We all got along well with each other, and the two new coaches added an extra dynamic to the equation – both of the new coaches, Alex S and Sarah, are young coaches and as such made invaluable connections to our athletes. Even though all four of us are club coaches, and all of us still compete in T/F, the young coaches were able to make a deep connection to the athletes…going for runs with the athletes at night, warming up with them at the meet, accompanying them to the call room…etc etc…It was great and they should be considered for other coaching assignments without a doubt!

Respectfully submitted,

Sue Ellis Loparco

4.10 Athlete Representative Report

Sarah Myatt

It has been a really great year for the athletes of ANB. I have always said that ANB makes my job easy because I rarely receive any negative feedback from the athletes' perspective. This year saw a major change in the elite development program with the creation of the new ADSP teams, and after speaking with several athletes at each level, it was clear that everyone is really excited about this program. Although the program is still new, the general consensus from the athletes is that it provides a great motivation for them to try and reach the next level which shows that it is already a success.

Another topic that came up frequently with my discussions with athletes was the Maritime Track League. The response was very positive and ANB athletes were happy with large number of athletes that participated and how competitive it was this year. One suggestion for improving the program that was brought to my attention by a group of ANB athletes was the idea of having two separate categories, one for junior athletes and one for senior athletes, or alternatively, only using the senior standards for calculating the point standings. I realize that ANB is only one voice in the Maritime Track League but I think this suggestion should be discussed with the other provincial associations as such changes could improve the program.

One point of concern that was brought to my attention numerous times this summer was the Legion Nationals program. Obviously being a coach for that team as well as the ANB athlete representative provided me a unique opportunity to observe the situation so I made a point to get some feedback. The athletes had a very good time and really enjoyed the experience. I did find however, that many athletes were not happy with their performances and that both parents and athletes made the argument that next summer athletes would prefer to travel and compete as independents rather than going with Team New Brunswick. This would allow them to be able to follow their own schedules and not have to stay at the track all day when they may only be competing in one event. Clearly this is not what ANB wants to hear if the program is going to continue to be a success. Although I understand the concerns of these athletes, I am hoping there is a way to achieve some type of compromise in order to keep this program at its strongest.

I would like to conclude by apologizing for my absence at this AGM and if anyone has any questions or concerns about my report please feel free to contact me at: sarah.myatt@unb.ca.

Thank you,

Sarah Myatt
Athlete Representative

5.1 2017 Jeux de la Francophonie

Steve LeBlanc

The 2017 Jeux de la Francophonie will be held in Abidjan CIV from July 21 to 30, 2017. The athletics coaching staff for Team NB consists of Steve LeBlanc (head coach) and Gabriel LeBlanc (assistant coach). Team selection standards and selection process are on the ANB website. The summer 2016 outdoor track season represents the start of the qualification period for the 2017 Jeux de la Francophonie. The team selection will be completed at the end of the qualifying period on April 30 2017. At present, we have been awarded 8 spots for athletics, pending final confirmation from provincial team mission staff. To date, 7 athletes have hit qualifying standards:

- Geneviève Lalonde (A+ 1500m, A+ 3000m SC)
- Barry Britt (A+ 1500m, A 5000m, A 10,000m)
- Grace Annear (A+ 800m)
- Sarah MacPherson (A 800m, A+ 1500m)
- Naomie Maltais (A HT)
- Elizabeth MacDonald (A HT)
- Chris Robertson (A Dec)

Several other athletes are close to making event standards. We will be well represented in Abidjan CIV. Unfortunately, we do not presently have any athletes who compete in any of the Para-athletics classifications being contested in the 2017 JDLF.

We have an operating budget of $33,000 granted by the province for the program. We have set out $10,000 of this budget for programming in 2016, including $5000 in direct athlete training support and $5000 in support towards attendance of the head coach and athletes to the Canadian T&F Championships in Edmonton AB. The budget for 2017 will include support for the coaching staff and team athletes to attend the Canadian T&F Championships in Ottawa ON, and direct athlete training support. The budget must also cover team uniforms and support for required vaccinations for athletes and team staff.

A few notes on JDLF 2021

The 2021 edition of the Jeux will be hosted in Dieppe and Moncton. This will represent the largest event ever hosted in NB. The hosting of the JDLF will present ANB with great opportunities for athletes, coaches and officials. It will also provide another outstanding injection of support to the infrastructure for athletics through facilities renewal and development as well as new equipment. It is also sure to generate renewed interest in our sport since it is one of the featured events of the JDLF, as it is in any major international multi-sport games. This will present many opportunities for ANB as well as member clubs to capitalize and grow.

5.3 Canada Games Report

Jason Reindl

The CSG program continues to move towards 2017. This year the following events took place:

- Canada Games Summit for athletes and coaches (May 7-8, 2016)
- Confirmation of Athlete Team Fee $250
- Acceptance into Aboriginal Apprentice Coach Program (May 11, 2016)
- Finalization of Team NB Staff
    1. Jason Reindl - Head Coach
    2. Rachelle McDonald - Manager
    3. Sue Ellis-Loparco – Manager & Para Athletes
    4. Bill MacMackin - Coach
    5. Yvan Pelletier - Men 4x100m
    6. Kathleen Kiely - Women 4x100m
    7. Jennifer Butler - Women 4x400m
    8. Peter Stuart - Men 4x400m
    9. Athena Francis - Aboriginal Apprentice Coach Program
    10. Jason Agnew - Special O Coach
- Eastern Canadian Espoir Championships (August 6-7, 2016)
- Submission of CSCA/GNB Podium Funding Application (September 30, 2016)
- CSG Identification List #2 & 300 Days out Announcement (October 1, 2016)
- Top Results for from 2016 - 2 A+ (top 3), 12 A (top 8), 19 B (top 12)

Action Items October 2016 - July 2017

- Confirm ANB Team Clothing Contribution to supplement athlete team fee
- Previous was 50% but a flat commitment has been asked to TD and Pres. for ease of budgeting and clarity around budget for staff when selecting uniform.
- Source out competition uniforms and additional athlete clothing. Secure quotes.
- Gathering of remaining staff record checks and submission to Team NB chef (Nov/Dec 2016)
- Athlete Information Q&A Sheet (Nov/Dec 2016)
- Outreach and point of contact at 2016/2017 ANB Performance Practices

- Communication and filling out Games online Information Registration system (April-May 2017)
- CSG Summit #2 (TBC May 2017)
- Communication and filling out CCES online drug information system (Date from GNB TBD)
- Finalization of Team NB Trials Competition Schedule (June 23-25, 2017)
- Team NB rally (anticipated and hoping to be July 3, 2017 in Moncton)
- Departure for Games (Thursday July 27, 2017)
- Opening Ceremonies (Friday July 28, 2017)
- Competition (July 30 - August 4, 2017) - Preliminary schedule has not been received.
- Return to NB (Saturday August 5, 2017)

2017 Canada Games Goal – 5 medals (1 Gold, 2 Silver, 2 Bronze)

5.4 2016 Legion Team

Clayton Saunders

40th Legion National Youth Track & Field Championships

Sainte-Thérèse/Blainville, Québec

Coaches

Sue Ellis-Loparco, Sarah Myatt, Alex Coffin, Alex Stuart

Chaperones

Krista Blake, Linda Waite, Kathy Campbell, Brian Vessey

Athletes - Youth Girls

Abigail Davidson (Beaverdam)
Brianna Forbes (Targettville)
Kyla Hughes (Cocagne)
Lexie Shannon (Richibucto Road)
Gedeline Pitre (Dieppe)
Hannah Cormier (Fredericton)
Jenna Keilty (Fredericton)
Laura Dickinson (Miramichi)
Marie-Pier Cloutier (Saint John)
Rachelle Haché (Bellefond)
Robyn Davis (Fredericton)
Samantha Taylor (Canterbury)
Sophie Black (Dieppe)
Veronique Omalosanga (Moncton)

Athletes - Youth Boys

Alex Cormier (St-Louis-de-Kent)
Benjamin Dunn (Norton)
Mickyle Welsh (Riverview)
Ryan Evans (Saint John)
Marco Cormier (St-Louis-de-Kent)
Timothy Poirier (Moncton)
Walker Campbell (Bass River)

Athletes - Midget Girls

Caroline Gagnon (Moncton)
Shelby MacIsaac (Riverview)
Emily Haynes-MacDonald (New Maryland)
Frances Wright (Fredericton)
Haley MacFarlane (Fredericton)
Hannah Trites (Fredericton)
Isabella Lemaire (Dieppe)
Janelle LeBlanc (St-Louis-de-Kent)
Mackenzie Hall (Upper Kingsclear)
Martine Haché (Bellefond)

Athletes - Midget Boys

Craig Thorne (Quispamsis)
Jordon Henri (Moncton)
Jérémie Godin (Dieppe)
Jérémie Cyr (Berry Mills)
Mitchell Kean (Fredericton)

2016 Legion Championships Report
Sainte Thérèse/Blainville - Québec
August 5th - 7th, 2016

The 2016 Provincials were held in Moncton on July 9 & 10, 2016. Approximately 100 Legion age athletes attended the meet. The number of athletes for the last 3 or 4 years has remained pretty constant. From this meet a team of 36 athletes was selected to attend Legion Nationals. However, there are many athletes competing in other meets, NBIAA and Indian Summer Games for example, that are not participating in the our program. I don't know why this is but if you have any ideas or suggestions for increasing the participants in the Legion program please let me know.

The 2016 Legion National Championships were held in Sainte-Thérèse/Blainville, Québec from August 5 -7 under extremely hot and humid conditions. A total of 945 athletes (Legion teams and Open category) from across the country competed at the championships. For many of the N.B. athletes it was their first time at the national event. The team came home with 2 gold medals, both won by Laura Dickinson from Miramichi.

Recently, I had a meeting with Gabe to discuss the Legion program. Various items were discussed, including the date of Legion Provincials which is been booked for July 7 – 8, 2017 in Moncton. I want to thank Gabe for the face to face meeting as it resolved issues that both of us were concerned about and I look forward to having additional meetings with you in the future.

The Legion committee has not yet met to review and discuss the 2017 season. I don't believe there will be many changes from last year. One thing that we will have to consider is Legion age athletes that make the N.B. Canada Games team. Personally, I see no reason why an athlete cannot be part of these two teams and I have no intention of denying them the opportunity to try out for both.

In closing, I want to thank the Legion committee, Athletics New Brunswick, the officials and the volunteers for all they have done to ensure the success of this program.

Clayton Saunders
Athletics Chairman
New Brunswick Command
The Royal Canadian Legion

5.5 ANB Coaching Education Proposal

Jason Reindl

NCCP Operational Plan November 2016 - November 2018

ANB in its strategic plan identified coaching education as a priority. From 2015-2016 this priority resulted in 16 coaching education events (RJTW, Sport, Club, and Performance) where 149 individuals took part in an NCCP workshop that was recorded in the NCCP database known as the locker.

New Brunswick is lucky to have a number of individuals that it can call upon to lead coaching education initiatives including both volunteer coaches and ANB staff. However, given the flexibility that exists in terms of delivery of workshops or evaluation of coaches it is important that all individuals are treated fairly and under a unified set of guidelines. This document aims to clarify the roles, responsibilities, and operational aspects related to coaching education.

Workshop Modules Hosted by ANB

ANB will look to host or partner with regional branches in the hosting of NCCP coaching education workshops during two seasons (spring and fall). These two time frames are viewed as being the most applicable to coaches looking for education opportunities. The winter and summer months are to be avoided given the conflict with the amount of competitions that occur at this time. If local groups or regions have an engaged number of participants and are looking to have a course hosted outside of the normal time frames this can be arranged provided that a qualified learning facilitator is available.

Workshop Module Course Fees Hosted by ANB

In 2015-2016 a number of different course fees were implemented but the majority were at no charge. While this does remove one area of financial cost associated with coaching education it does not remove all barriers (examples include transportation, accommodation, meals, time off work). It is recommended that ANB still prioritize coaching education course fees and subsidize them accordingly. However, payment by the participant does indicate worth and having fees makes sure that the individual will follow through with their commitments to attend all aspects related to the course. Course fees go towards the printing of NCCP workbooks, payment of coach developer (LF) fees and costs (transportation, accommodation, per diem).

RJTW – $0.00

Sport Coach - $25.00

Club Coach -$50.00

Performance Coach - $100.00

*If an individual is not a member of ANB or another branch it is recommended that there be an additional charge of $50 per course (no matter the workshop). This would go directly to their membership dues.

Athletics Canada Recommended Workshop Fees

Half a Day - $95

Full Day - $150

Two Days - $295

Minimum Number of Participants for an ANB NCCP Course

In order for a course to be beneficial for all participants a minimum number of learners must be present. This is because of the adult learning model employed and utilized by the learning facilitators. If a course is scheduled and fails to achieve the minimum number of registrants by the Tuesday prior to the course (4 days prior) the course may be cancelled at the discretion of the learning facilitator.

RJTW – 8

Sport Coach - 8

Club Coach - 10

Performance Coach - 10

Subsidy for Athletics Workshop Modules Not Hosted by ANB

If an athletics workshop is scheduled in a different province and a registered ANB coach wants to attend a cost subsidy up to $150 or the actual costs of the course fees only (which ever is less). This would be available to them once per calendar year.

No Subsidy for Multi-Sport (non-athletics) Workshops/Modules

As part of the certification process coaches are required to attend multi-sport (non-athletics) workshops/modules as they progress from “in training” to “trained” in their specific NCCP pathway. As these events are not athletics specific ANB will not subsidy to coaches with these modules. However, this does not apply to Core Learning Facilitator and Evaluator training, which are hosted by Coach NB or other PTCR.

Workshop Module Coach Developer (LF) Fees for Workshops Hosted by ANB

Hosting quality NCCP modules is an important part of the coaching education process and the development of quality coaches. The quality of the coach developer has a direct impact on the educational impact for the coaches taking part in the workshop. However, the LF fees are one of the biggest costs associated with hosting workshops and with both the Coaches Association of Canada and Athletics Canada recommending Co-Delivery (two certified learning facilitators) the costs for delivery are expected to rise.

RJTW - $80 (8 hours or $10/hour)

Sport Coach - $300 (approx. 15 hours or $20/hour)

Club Coach - $450 (approx. 15 hours $30/hour)

Performance Coach - $600 (approx. 15 hours $40/hour)

*There are no established fees by AC in terms of LF’s.

If the minimum number of participants is not reached and the learning facilitator decides to continue on with the workshop the full honorarium will be provided.

Note: ANB Staff who are conducting a course as learning facilitators are to be provided the same honoraria fees however, this will be reimbursed through the treasurer of ANB.

Co-Delivery, Co-Facilitation and Micro-Facilitation

ANB wishes to provide the best learning environment and education opportunities for its coaches through its delivery of NCCP coaching education workshops. The association is well aware of the role the coach developers (learning facilitators) play during this process.

Co-Delivery – When possible the co-delivery for the workshop will be planned for (two certified learning facilitators). As the work required by each facilitator is reduced a reduced LF honorarium of 50% the workshop fee will occur. In the event that there are multiple workshops scheduled at the same time (different streams) both lead facilitators will receive their honorarium in full.

Co-Facilitation – When possible co-facilitation for a developing learning facilitator will be planned for. This learning facilitator will be either certified in a different context or trained as a learning facilitator who requires evaluation. The lead LF in this example will receive full honorarium while the developing LF will have their expenses covered but no honorarium, as this is regarded as professional development.

Micro-Facilitation – In order to support identified future learning facilitators and those looking to take on a greater coach developer role these individuals will be provided with an opportunity to act as a learning facilitator for portions of the workshop. The lead LF in this example will receive full honorarium while the developing LF taking part in the micro-facilitation will have their expenses covered but no honorarium, as this is regarded as professional development for them.

Evaluation Fees for ANB Coaches and Administered by ANB

As Athletics Canada returns to an “in-house” system for evaluations ANB should support coaches pursuing certification but abstain from formalizing any policies regarded evaluation at this time. While ANB wants to maintain a professional coaching certification experience for all coach’s financial barriers in addition to time required to achieve certification need to be addressed.

Athletics Canada Recommended Evaluation Fees

- RJTW – $125 or $200 when proceeding directly to evaluation without training.
- Sport Coach – $125 or $200 when proceeding directly to evaluation without training.
- Club Coach – $250 or $400 when proceeding directly to evaluation without training.
    - $100 for additional event groups but must be certified in one context
- Performance Coach – $500 for $1000 when proceeding directly to evaluation without training.
    - $250 for additional event groups but must be certified in one context.

NCCP Transition/Transfer of Qualification from NCCP Levels

Athletics New Brunswick continues to support the transfer of qualifications from the old level terminology (level 1, 2, 3) to the new naming structure (Sport, Club, Performance). Coaches are encouraged to inspect their locker and discuss with ANB staff in regards to what they will require once the transition in the locker occurs.

See Athletics Canada NCCP Operational Manual 7 Appendix I (7.1 Transfer of Qualifications from NCCP Levels).

Appendix A
Financial Statements

ATHLETICS NEW BRUNSWICK INC.

Financial Statements

Year Ended December 31, 2015

(Unaudited)

TEED
SAUNDERS
DOYLE & CO.
Chartered Professional Accountants

ATHLETICS NEW BRUNSWICK INC.

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Year Ended December 31, 2015

(Unaudited)

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TEED SAUNDERS DOYLE & CO.
Chartered Professional Accountants

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TEED
SAUNDERS
DOYLE & CO.

Chartered Professional Accountants

An Independent Member of
DFK Canada Inc. and DFK International

REVIEW ENGAGEMENT REPORT

To the Director of Athletics New Brunswick Inc.

We have reviewed the statement of financial position of Athletics New Brunswick Inc. as at December 31, 2015 and the statements of revenue and expenditures, changes in net assets and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and, accordingly, consisted primarily of inquiry, analytical procedures and discussion related to information supplied to us by the organization.

A review does not constitute an audit and, consequently, we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.

Teed Saunders Doyle & Co.

Saint John, New Brunswick
April 24, 2016

CHARTERED PROFESSIONAL ACCOUNTANTS

ATHLETICS NEW BRUNSWICK INC.

Statement of Financial Position

December 31, 2015

(Unaudited)

	2015	2014
ASSETS		
CURRENT		
Cash *(Notes 2, 3)*	$ 100,707	$ 70,316
Accounts receivable *(Notes 2, 3)*	3,556	22,984
HST receivable	4,606	4,113
Prepaid expenses	9,999	9,705
	118,868	107,118
CAPITAL ASSETS *(Notes 2, 4)*	19,340	17,685
	$ 138,208	$ 124,803
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable *(Notes 2, 3)*	$ 4,082	$ 3,823
Employee deductions payable	4,548	12,738
Deferred income *(Note 2)*	30,000	15,000
	38,630	31,561
NET ASSETS		
Unrestricted net assets	99,578	93,242
	$ 138,208	$ 124,803

ATHLETICS NEW BRUNSWICK INC.

Statement of Revenue and Expenditures

Year Ended December 31, 2015

(Unaudited)

	2015	2014
REVENUE *(Note 2)*		
Government grants	$ 194,306	$ 165,924
Membership and registrations	105,365	103,074
Meet revenue	68,038	38,757
Program revenue	49,352	51,004
	417,061	358,759
EXPENDITURES		
Salaries and wages	193,133	175,077
Meet and hosting expense	54,648	26,322
Program expenses	50,177	47,825
High performance	39,749	29,928
Memberships	12,790	5,745
Telephone	7,463	6,280
Awards	7,007	6,102
Advertising and promotion	6,012	6,954
Training and professional development	5,539	2,668
Meetings	5,391	6,149
Professional fees	4,805	4,828
Office and postage	4,393	5,838
Rental	3,600	3,600
Insurance	2,973	6,690
Travel	2,955	4,564
Officials expenses	1,697	-
Miscellaneous	634	1,379
Repairs and maintenance	483	2,191
Bank charges	122	533
Amortization	7,154	6,179
	410,725	348,852
EXCESS OF REVENUE OVER EXPENDITURES	$ 6,336	$ 9,907

ATHLETICS NEW BRUNSWICK INC.

Statement of Changes in Net Assets

Year Ended December 31, 2015

(Unaudited)

	2015 *(Unaudited)*	2014 *(Unaudited)*
NET ASSETS - BEGINNING OF YEAR	**$ 93,242**	$ 83,335
Excess of revenue over expenditures	6,336	9,907
NET ASSETS - END OF YEAR	**$ 99,578**	$ 93,242

ATHLETICS NEW BRUNSWICK INC.

Statement of Cash Flows

Year Ended December 31, 2015

(Unaudited)

	2015	2014
OPERATING ACTIVITIES		
Excess of revenue over expenditures	$ 6,336	$ 9,907
Item not affecting cash:		
Amortization of capital assets	7,154	6,179
	13,490	16,086
Changes in non-cash working capital:		
Accounts receivable	19,428	(22,984)
HST receivable	(493)	2,062
Prepaid expenses	(294)	3,021
Accounts payable	259	(429)
Employee deductions payable	(8,190)	12,738
Deferred income	15,000	-
	25,710	(5,592)
Cash flow from operating activities	39,200	10,494
INVESTING ACTIVITY		
Purchase of capital assets	(8,809)	(1,310)
INCREASE IN CASH FLOW	30,391	9,184
CASH - BEGINNING OF YEAR	70,316	61,132
CASH - END OF YEAR	$ 100,707	$ 70,316

1. DESCRIPTION OF BUSINESS

Athletics New Brunswick Inc. (the "organization") is a not-for-profit organization incorporated for the organization, promotion and development of track and field, cross country running, race walking and road racing in the Province of New Brunswick. Athletics New Brunswick Inc. qualifies as a not-for-profit organization under the Income Tax Act and as such, is exempt from income taxes.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNFPO").

Cash and Cash Equivalents

The organization considers cash on hand and balances with banks, net of overdrafts, as cash and cash equivalents.

Capital Assets

Capital assets are stated at cost less accumulated amortization. Capital assets are amortized over their estimated useful lives on a straight-line basis at the following rates:

Track equipment	5 years
Computer equipment	5 years
Furniture and fixtures	5 years

The organization regularly reviews its capital assets to eliminate obsolete items. Government grants are treated as a reduction of capital assets cost.

Capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Revenue Recognition

Athletics New Brunswick Inc. follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributed Services

Volunteers contribute a significant amount of their time each year. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

Financial Instruments Policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in excess of revenue over expenditures. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

(continues)

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Measurement Uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Examples of significant estimates include:

- providing for amortization of capital assets;
- the recoverability of tangible assets;
- the estimated useful lives of assets; and
- the allowance for doubtful accounts.

3. FINANCIAL INSTRUMENTS

The organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of December 31, 2015.

Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The organization is exposed to credit risk from local running clubs and associations. If applicable, an allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information.

Liquidity Risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its receipt of funds from its members, Government and other related sources, accounts payable and other obligations.

Currency Risk

Currency risk is the risk to the organization's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. The organization is not exposed to foreign currency exchange risk on cash, accounts receivable, and accounts payable as it does not hold funds in foreign currency.

Interest Rate Risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the organization manages exposure through its normal operating and financing activities. The organization is not exposed to interest rate risk as it does not hold any floating interest rate bank indebtedness or credit facilities.

4. CAPITAL ASSETS

	Cost	Accumulated amortization	2015 Net book value	2014 Net book value
Track equipment	$ 37,799	$ 19,663	$ 18,136	$ 15,902
Computer equipment	2,735	1,563	1,172	1,719
Furniture and fixtures	589	557	32	64
	$ 41,123	$ 21,783	$ 19,340	$ 17,685

Appendix B
Balance Sheet

Athletics New Brunswick
Balance Sheet
As of October 12, 2016

	Total
Assets	
Current Assets	
1320 Prepaid expenses	9,698.36
Cash and cash equivalents	
1054 Scotiabank Savings	21,729.51
1055 Scotiabank Chequing	69,300.21
Total Cash and cash equivalents	**$ 91,029.72**
Accounts receivable (A/R)	
1201 Accounts Receivable (A/R) & Accruals	262.62
1202 Accounts Receivable (A/R) -HST Receivable	2,230.86
Total Accounts receivable (A/R)	**$ 2,493.48**
Total Current Assets	**$ 103,221.56**
Non-current Assets	
Property, plant and equipment:	
1820 Office equipment	588.98
1825 Depreciation	-557.00
Total 1820 Office equipment	**$ 31.98**
1835 Track Equipment	38,258.07
1836 Depreciation	-19,663.07
Total 1835 Track Equipment	**$ 18,595.00**
1860 Computer Equipment	2,734.82
1865 Depreciation	-1,562.92
Total 1860 Computer Equipment	**$ 1,171.90**
1910 Computer Software	1,938.36
1915 Depreciation	-1,938.36
Total 1910 Computer Software	**$ 0.00**
Total Property, plant and equipment:	**$ 19,798.88**
Total Non-current Assets	**$ 19,798.88**
Total Assets	**$ 123,020.44**
Liabilities and Equity	
Current Liabilities	
2110 Accrued Liabilities	1,866.00
2130 Deferred Revenue	23,000.00
2180 EI Payable	0.00
2185 CPP Payable	0.00
2190 Payroll Taxes Payable	0.00
2375 HST Paid on Purchases	-2,614.15
GST/HST Payable	0.00
Accounts Payable	
2100 Accounts Payable (A/P)	0.00
Total Accounts Payable	**$ 0.00**
Total Current Liabilities	**$ 22,251.85**
Equity	
Opening Balance Equity	84,899.31
Retained Earnings	14,677.89
Profit for the year	1,191.39
Total Equity	**$ 100,768.59**
Total Liabilities and Equity	**$ 123,020.44**

Appendix C
Profit and Loss

Athletics New Brunswick
Profit and Loss
1 January - 12 October, 2016

		Total
Income		
Government & Agency Funding		
4020 PNB Staffing Assistance Program (Tech Director)		45,000.00
4025 PNB PCEP Funding Assistance (HPP Coach)		15,000.00
4030 PNB Funding Model		67,000.00
4040 PNB High Performance Athlete Funding		14,500.00
4100 HRDC Summer Staff Grants		31,555.50
4101 Wage Subsidy Program - RJTW (AH)		14,000.00
4102 PNB-Professional Coach Development Funding		5,000.00
4110 Jeux de la Francophonie Funding		10,000.00
4230 HST Rebate		675.43
Total Government & Agency Funding	**$**	**202,730.93**
Membership Fees & Other Revenue		
4270 Club Membership Fees		300.00
4271 Athlete, Coach, Officials Membership Fees		26,820.00
4272 Club Contribution to Coach Position (SJTC)		10,000.00
4273 Partner Contributions to Coach Position (M		25,000.00
4460 Miscellaneous Revenue		2,325.00
Total Membership Fees & Other Revenue	**$**	**64,445.00**
Programs		
4240 Run Jump Throw Funding		30,390.00
4267 Run NB Revenue		14,599.25
4304 High Performance Program		1,738.18
4610 Canada Games Funding		7,595.12
4620 12 Challenges Clinics		6,114.00
4640 Coaching Development		1,850.00
4650 Legion Program		16,200.00
4690 CSCA training group		5,365.00
Total Programs	**$**	**83,851.55**
Race/Meet/Event Revenues		
4301 NBIAA Provincial Champs		1,000.00
4302 NBIAA Regional Championships		2,780.75
4303 Legion Provincial Championships		4,282.50
4305 ANB Outdoor Championships		1,710.00
4306 Atlantic Outdoor Championships		9,306.00
4307 NB Middle School Track Championships		2,028.65
4308 ANB Indoor Championships		3,516.85
4309 Atlantic Indoor Championships		4,640.00
4310 Fall Cross Country Meets		430.00
4313 Eastern Canadians		23,877.60
4314 Maritime Track League		3,200.00
4380 Athletics Canada indoor		15,962.00
4384 ANB Award Night Revenue		50.00
4385 Team Trips/Clinics/Camps Revenues		4,332.51
Total Race/Meet/Event Revenues	**$**	**77,116.86**

Total Income	**$**	**428,144.34**
Gross Profit	**$**	**428,144.34**
Expenses		
General & Administrative		
5610 Accounting & Legal		3,927.67
5615 Advertising & Promotion		4,313.25
5626 Membership Fees Athletics Canada etc		8,464.98
5690 Interest & Bank Charges		113.50
5700 Office Supplies		3,846.13
5760 Rent		2,900.00
5765 Equipment and Repairs & Maintenance		9,858.90
5780 Telephone		5,044.76
5781 Training & Prof Development		8,832.54
5783 Travel & Meals - Technical Director (GL)		827.80
5784 Travel & Meals - HPP Coach (SL)		926.23
5785 Travel & Meals-RJTW Coach (AH)		2,348.80
5786 Travel & Meals - Provincial Coach (JR)		3,717.80
5787 ANB Board Meetings, AGM & SAGM		2,575.91
5789 Courier, Postage & Freight		2,162.58
Total General & Administrative	**$**	**59,860.85**
Program Expenses		
5616 ANB Awards		782.59
5620 Jeux de la Francophonie Team		2,692.82
5801 ADSP		17,700.00
5805 PNB High Performance Athletes Expense		16,500.00
5810 High Performance Program Expense		1,717.83
5812 Legion National Program Expense		16,200.00
5825 Run Jump Throw Expense		7,653.24
5826 Canada Summer Games Team		11,604.30
5827 Coaching Development		5,053.41
5829 Officials Development		759.82
Total Program Expenses	**$**	**80,664.01**
Races/Events/Meets Expenses		
5791 12 Challenges Clinics Expenses		5,673.77
5792 Fall XC Meet Expenses		571.40
5796 ANB Indoor Champs Expense		3,101.45
5797 Atlantic Indoor Champs Expense		150.00
5799 NB Middle School Track Champs Expense		1,464.78
5802 NBIAA Regional Champs Expense		99.75
5803 NBIAA Provincial Champs Expense		506.49
5804 Legion Provincial Champs Expense		2,624.31
5807 ANB Outdoor Champs Expense		848.85
5808 Atlantic Outdoor Champs Expense		3,147.69
5811 Indian Games Expense		1,106.12
5814 Gagetown Invitational Indoor Expense		780.10
5816 A/C Indoor		16,835.62
5817 Maritime Track League		4,200.00
5820 Para Clinic/Expenses		909.79
5821 Eastern Canadians		38,008.80
5904 Hershey meet and expenses		780.00

5905 Jeux de l'acadie		1,310.78
5906 Team Trips/Clinic/Camps Expense		3,165.98
Total Races/Events/Meets Expenses	**$**	**85,285.68**
Staff & Payroll Expenses		
5600 ANB Salaries & Wages		183,447.88
5601 CPP Expense		8,275.78
5602 EI Expense		4,828.30
5603 Employee Benefits		3,447.25
5604 HP Coach Moncton - Expense		318.21
5605 WHSCC Expense		824.99
Total Staff & Payroll Expenses	**$**	**201,142.41**
Total Expenses	**$**	**426,952.95**
Other Expenses		
5740 Miscellaneous		0.00
Total Other Expenses	**$**	**0.00**
Profit	**$**	**1,191.39**

Appendix D

Appendix A

Indoor RJTW Series Plan

Introduction of an Indoor Run Jump Throw Wheel Series Competition for athletes ages 8-13, similar to the summer series, hosted over the course of the winter. Events would differ slightly from the summer series as there are less options available for the indoor season. Regional meets/challenges would be help throughout the province, culminating in a Provincial Championship event located in Oromocto or Moncton. This would give youth the option to participate and compete in track and field in a fun environment throughout the winter. It also has the potential to grow into a larger scale program and generate more interest in the RJTW Program, including club programs, partner programs, etc.

There would be several ways for youth to qualify for the Provincial Championships, including:

- Athletes who qualified for either the Provincial or Atlantic Championships in the summer
- School Challenges – schools can host mini qualifying meet and invite the top 8 individuals from each event to Provincials (or any interested individuals who didn't make the top 8)
- Challenges/mini meets hosted by partner organizations (YMCA's, afterschool programs, etc.)
- Clubs can also host challenge/mini meet should they choose. Easy tie in to regular RJTW Programming

Provincials could be hosted in conjunction with the NB Indoor Championships (February 4) in Oromocto or with the Atlantic Indoor Championships (March 18) in Moncton. Deadlines to qualify for Provincials would be two weeks prior to the event:

- January 21, 2017 qualification deadline for NB Indoor Championships
- March 4, 2017 qualification deadline for Atlantic Indoor Championships

Age categories would remain the same as the original RJTW Series (years now based off of 2017):

	Age 8-9 (2009-2008)	Age 10-11 (2007-2006)	Age 12-13 (2005-2004)
TRACK	30m	40m	40m
	60m (Provincials)	60m (Provincials)	60m (Provincials)
	150m	150m	150m
	300m	600m	600m
	4 x 30m Shuttle Relays	4 x 30m Shuttle Relays	4 x 30m Shuttle Relays
FIELD	Standing Long Jump (Running LJ where applicable)	Standing Long Jump (Running LJ where applicable)	Standing Long Jump (Running LJ where applicable)
	Shot Put 2kg	Shot Put 2kg	Shot Put 3kg

Athletes can take part in up to 3 events but are limited to a maximum of 2 track or 2 field events. Athletes would receive RJTW Series T-Shirt at Provincials along with Hershey RJTW Medals and ANB Ribbons. Ribbons and invitations to Provincials would be given to the top 8 athletes from each meet.

Appendix B

RBC Learn to Play Leadership Grant

RBC Learn to Play Leadership Grants will be awarded to organizations that are working to improve the quality of child and youth sport in communities and increasing participation. The grants will support initiatives that involve children and youth aged primarily between the ages of 2 and 12. RBC Learn to Play Leadership Grants will encourage recipients to take a collaborative approach to the way sport and physical activity is planned, delivered and accepted.

Additional Requirements:

- Deliver Program between September 2016 and September 2017
- Involve collaboration with organizations, agencies or governments representing stakeholders that are affected by the problem or have a role in solving it
- Provide opportunities for community and stakeholders consultation and involvement
- Demonstrate sufficient financial support to ensure project delivery
- Respect cultural and other differences
- Provide measureable goals and outcomes as indicators of success
- Submit Year End Report by October 31, 2017

Athletics NB Application

Athletics NB is looking to develop and implement a pilot program that targets 10 schools/afterschool programs with the goal of having them become delivery partners of the RJTW Program. The delivery partners will have a minimum of 2 trained RJTW Instructors that will promote and deliver the program in their specific context.

ANB requested $25,000 for this program which, by September 2017 will have a minimum of 20 trained instructors and upwards of 2000 youth participants engaged in the programs (roughly 200 per group). The program will be supported through the delivery partner online portal (access to online resources), delivery of instructor training, provision of multisport wheelchairs and equipment bags as well as the monitoring of the program efficacy using program reporting tools. Participating programs will also be provided with established lesson plans that can be utilized for their sessions.

The funding provided by RBC will support the following sections of the program budget:

- Administrative Costs
- Equipment Costs
- Provincial Travel
- Support Materials (Print & Digital)
- Training Expenses
- Director Wages

Appendix E

7.1 Transfer of Qualifications from NCCP Levels

Coaches who completed training and/or were certified within NCCP levels will have some or all of their training recognized within the new context based certification system. While coaches trained and certified as part of the NCCP Levels program will automatically be recognized with the context based certification system, they will need to complete specific professional development and evaluation requirements in their first cycle of certification renewal to demonstrate competency in areas not addressed in the NCCP levels programs. Coaches will have until December 31st 2019 to complete these requirements, in addition to acquiring required renewal of certification points. Required professional development will count towards point required for renewal of certification.

Please note, coaches who only completed Theory training are addressed by the Coaching Association of Canada's Transfer of Qualifications plans and are not addressed in this document

Levels Certification	Transferred Status	2019 Required PD to Maintain Status
Level 1		
Level 1 Certified	Sport Coach Certified	MED Evaluation: Competition-Introduction
Level 1 Theory	None	N/A
Level 1 Technical	Sport Coach – In-training	None
Level 1 Technical and Practical	Sport Coach – In-training	MED Training required for Trained Status
Level 1 Theory and Technical	Sport Coach – In-training	MED Training required for Trained Status
Level 2 – All transfer of qualifications are event group specific		
Level 2 Certified	Club Coach Certified	MED Evaluation: Competition-Introduction
Level 2 Theory	None	N/A
Level 2 Technical	Club Coach In-training	
Level 2 Technical and Practical	Club Coach In-training	MED Training required for Trained Status
Level 2 Theory and Technical	Club Coach In-training	MED Training required for Trained Status
Level 3 – All transfer of qualifications are event group specific		
Level 3 Certified	Performance Coach Certified	MED Evaluation: Competition-Development Leading Drug Free Sport Evaluation Managing Conflict Evaluation
Level 3 Theory	N/A	
Level 3 Technical	Performance Coach In-Training	N/A

Appendix F

http://coach.ca/responsible-coaching-movement-s17179

Responsible Coaching Movement

The Responsible Coaching Movement (RCM) is a multi-phase system-wide movement, coordinated by the Coaching Association of Canada and the Canadian Centre for Ethics in Sport that has the potential to affect all sport organizations and coaches. The RCM is a call to action for organizations to implement realistic change based on their individual state of readiness.

The RCM is the result of extensive ongoing consultation with the Canadian Sport Community. These consultations will guide the different phases of the RCM that will address the role coaches play with issues relating to the health and safety of athletes, both on and off the field of play.

Responsible Coaching Movement Pledge Statement

Our sport organization pledges to align our practices with Phase 1 of the Responsible Coaching Movement and is committed to ensuring that our athletes and coaches are protected.

PHASE 1- SUPPORTING BEST PRACTICE IN CANADA'S SPORT SYSTEM

Minor Athletes: Vision 2020 Phase 1 of the RCM addresses the relationship between coach and athlete to ensure that athletes, especially minor athletes, are not subject to unethical behaviour by coaches. Although advances in athlete protection in the past twenty years have decreased instances of athlete maltreatment in amateur sport, incidents of athlete abuse, harassment by coaches, and risks to athlete safety have continued to occur.[1] Gaps identified through consultation with stakeholders indicate that a lack of uniform policies, a lack of club capacity, a limited communication strategy, a lack of a tracking mechanism for coaches, and a lack of a coordinated approach by sport organizations to address responsible coaching practices have all contributed to permitting instances of unethical behaviour in sport.[2] Sport stakeholders throughout Canada have also discussed new opportunities for closing these gaps, identified best practices, and considered the benefits of a cooperative, sustained approach to responsible coaching.[3] [1] *Athlete protection and maltreatment in sport – Discussion paper (Commissioned by the Canadian Centre for Ethics in Sport, March 2015).* [2] *Athlete protection and maltreatment in sport – Discussion paper (Commissioned by the Canadian Centre for Ethics in Sport, March 2015).* [3] *Coaches of Canada and the Coaching Association of Canada collaborated to host twelve workshops between December 2013 and April 2014 and consulted with over 160 coaches and sport administrators across Canada.*

KEY AREAS OF FOCUS IDENTIFIED IN PHASE 1 OF THE RESPONSIBLE COACHING MOVEMENT:

Rule of Two This rule serves to protect minor athletes in potentially vulnerable situations by ensuring that more than one adult is present. Vulnerable situations can include closed doors meetings, travel, and training environments. Organizations are encouraged to create and implement policies and procedures that limit the instances where these situations are possible. Ultimately, the Rule of Two states that there will always be two screened and NCCP trained or certified coaches with an athlete, especially a minor athlete, when in a potentially vulnerable situation. This means that any one-on-one interaction between a coach and an athlete must take place within earshot and view of the second coach, with the exception of medical emergencies. In the event where screened and NCCP trained or

certified coaches are not available, a screened volunteer, parent, or adult can be recruited. In all instances, one coach/volunteer must reflect the genders of the athletes participating or be of an appropriate identity in relation to the athlete(s)*. ** Organizations are encouraged to ensure that those individuals in supervisory roles are appropriate for, and acceptable to, the individual athlete. Further information on creating a safe and inclusive environment can be found at http://cces.ca/gender-inclusivity.*

Background Screening (Including Criminal Record Checks) The background screening process involves using a number of different tools to ensure coaches meet the necessary security requirements to coach athletes. These tools include comprehensive job postings, criminal record checks, interviews, and reference checks. In addition, child and youth training with specific special needs populations may be required.

Respect and Ethics Training Increasing coaches' ethical conduct and ethical behaviour toward athletes requires that coaches be trained to understand what it means to act ethically. This training would include the Make Ethical Decisions module within the National Coaching Certification Program (NCCP), as well as training in abuse and harassment prevention, such as Respect in Sport, before and during their coaching career. Sport organizations may also determine their own additional standards of ethical behaviour for coaches.

Coaches play a vital role in the Canadian sport system serving as authority figure, mentor, teacher, and role model for athletes. Coaches are integral to the athlete experience. The RCM is a collaborative effort open to all NCCP partners and sanctioned sport organizations to ensure the impact of coaches is a positive one for athletes and for Canadian sport.

As a first step, sport organizations are encouraged to make a pledge to support the RCM and commit to achieving the Phase 1 objectives. It is recommended that organizations discuss the Responsible Coaching Movement and pledge with their Board of Directors and senior staff to ensure awareness and agreement in fulfilling this commitment.

By doing so, sport organizations commit to implement supportive policies and processes that adhere to the three key areas of focus in Phase 1, ensure the safety and protection of their athletes, and provide their coaches with the tools and training necessary to model ethical behavior.

Organizations are encouraged to implement realistic change based on their individual state of readiness, in order for it to be successful in the long-term.

With a vision of creating change by 2020, sport organizations are encouraged to put their pledge into action and a recommended action plan and timeline has been developed for each sector of the Canadian Sport System. Each organization will need to determine a realistic process for creating change based on their individual state of readiness, in order for it to be successful in the long-term.

Responsible Coaching Movement Recommended Implementation Chart – Phase 1

Each organization is encouraged to implement realistic changes based on their individual state of readiness, in order to be successful in the long-term. These changes may or may not include the actions outlined in the chart below.

Club/Community Sport Organizations	Responsible Coaching Movement	Rule of Two	Background Screening	Ethical Behaviour
2016-2017	Club/Community Sport Organization signs RCM Pledge. Club/CSO conducts an audit of internal practices for 2017 AGM (or other annual event). Report may include: ▪ Code of Conduct ▪ Coach Agreements ▪ Policies & Procedures	Club/CSO invokes a policy whereby every effort will be made to ensure that all sanctioned training camps and competitions with minor athletes will require 2 adults in coaching/supervisory roles. One coach/volunteer must reflect the genders of the athletes participating or be of an appropriate identity in relation to the athlete(s)*.		All Club/CSO coaches are required to complete the Respect Group training or other comparable training within the year.
2017-2018	Club/CSO presents internal practices audit to 2017/2018 AGM (or other annual event)	Club/CSO actively participates in PTSO discussions regarding Rule of Two implementation	Club/CSO works PTSO to create an action plan for screening at the club/community level	Club/CSO endorses the implementation of Respect in Sport training for coaches and volunteers All Club/CSO coaches have successfully completed the CAC *Making Ethical Decisions* online evaluation
2018-2020	Club/CSO produces compliance report on RCM actions Club/CSO report annually on RCM compliance	Club/CSO produces compliance report on Rule of Two practices	Club/CSO produces compliance report on screening	Club/CSO reviews ethical training requirements

* Organizations are encouraged to ensure that those individuals in supervisory roles are appropriate for, and acceptable to, the individual athlete. Further information on creating a safe and inclusive environment can be found at http://cces.ca/gender-inclusivity.

Responsible Coaching Movement Recommended Implementation Chart – Phase 1

Each PTSO is encouraged to implement realistic changes based on their individual state of readiness, in order to be successful in the long-term. These changes may or may not include the actions outlined in the chart below.

Provincial/ Territorial Sport Organizations	Responsible Coaching Movement	Rule of Two	Background Screening	Ethical Behaviour
2016-2017	PTSO signs RCM Pledge. PTSO commits to engaging clubs in discussions on the RCM at the 2017 AGM (or other annual event). PTSO conducts an audit of internal practices for 2017 AGM (or other annual event). Report may include: ▪ Code of Conduct ▪ Coach Agreements ▪ Policies & Procedures	PTSO invokes a policy whereby all Provincial Team sanctioned training camps and competitions with minor athletes will require 2 adults in coaching/supervisory roles, One coach/volunteer must reflect the genders of the athletes participating or be of an appropriate identity in relation to the athlete(s)*.	All Provincial Team coaches are screened as an eligibility requirement for working with minor athletes. All coaching job advertisements require screening as a condition of employment (contractual, volunteer, or otherwise).	All Provincial Team coaches are required to complete the Respect Group training or other comparable training within the year.
2017-2018	PTSO presents internal practices audit to 2017/2018 AGM (or other annual event) PTSO facilitates discussions with clubs at 2017/2018 AGM (or other annual event) on RCM	PTSO facilitates club discussions on way to implement the Rule of Two at 2017/2018 AGM (or other annual event)	PTSO works NSO and clubs to create an action plan for screening at the club/community level	PTSO endorses the implementation of Respect in Sport training for coaches and volunteers All Provincial Team coaches have successfully completed the CAC *Making Ethical Decisions* online evaluation
2018-2020	PTSO produces compliance report on RCM actions PTSO report annually on RCM compliance	PTSO produces compliance report on Rule of Two practices	PTSO produces compliance report on screening	PTSO reviews ethical training requirements

* Organizations are encouraged to ensure that those individuals in supervisory roles are appropriate for, and acceptable to, the individual athlete. Further information on creating a safe and inclusive environment can be found at http://cces.ca/gender-inclusivity.

Language: English Go

Responsible Coaching Movement Pledge Form

0%

It is recommended organizations discuss the Responsible Coaching Movement and pledge with their Board of Directors and senior staff to ensure awareness and agreement in fulfilling this commitment.

Pledge: Our sport organization pledges to align our practices with Phase 1 of the Responsible Coaching Movement and is committed to ensuring that our athletes and coaches are protected.

- [ ] We agree with the above pledge statement

- [ ] We agree to have the name of our organization listed on coach.ca as a pledge supporter

Name:

Date:

YYYY/MM/DD

Email:

Phone number:

Organization:

Is your organization sanctioned by your provincial/territorial or national sport organization (where applicable)?
If yes, please provide name of organization:

- [ ] Yes
- [ ] No

Your position at this organization:

Address of Organization:

Sport:

Is your organization:

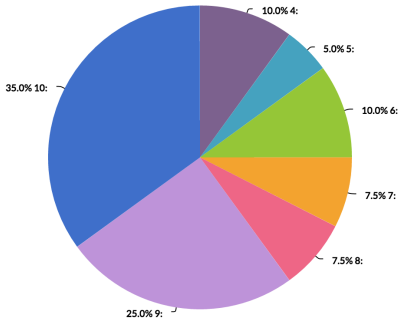
- ( ) A National Sport Organization
- ( ) A Provincial/Territorial Sport Organization
- ( ) A Community/Club Sport Organization

Submit

Appendix G
Online Survey Responses

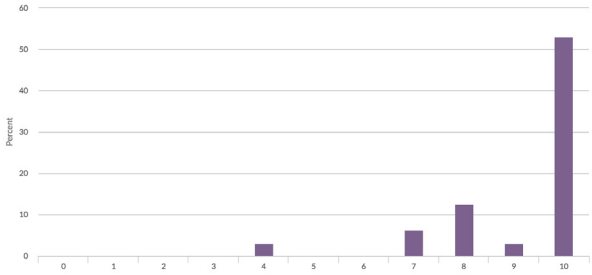
1. Atlantic Outdoor Championships (July 2016)

2. Did you have a positive experience as part of the Atlantic Outdoor Championships?



Value	Percent	Count
4	10.0%	4
5	5.0%	2
6	10.0%	4
7	7.5%	3
8	7.5%	3
9	25.0%	10
10	35.0%	14
	Total	40

11. Do you feel that ANB provided enough information leading up to the meet?

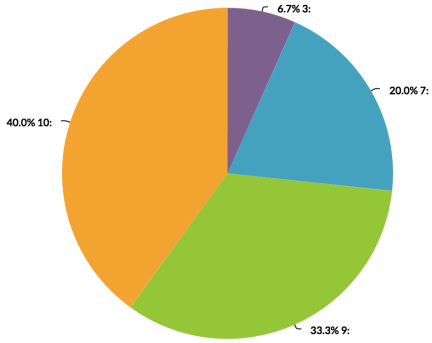


9. Please rate your satisfaction with the following

	Very Dissatisfied	Dissatisfied	Neutral	Satisfied	Very Satisfied	Not Applicable
Registration Process	2 6.1%	0 0.0%	1 3.0%	4 12.1%	24 72.7%	2 6.1%
Cost	2 6.1%	1 3.0%	1 3.0%	11 33.3%	15 45.5%	3 9.1%
Meet Schedule	3 9.1%	3 9.1%	0 0.0%	14 42.4%	13 39.4%	0 0.0%
Officiating	2 6.1%	0 0.0%	1 3.0%	5 15.2%	22 66.7%	3 9.1%

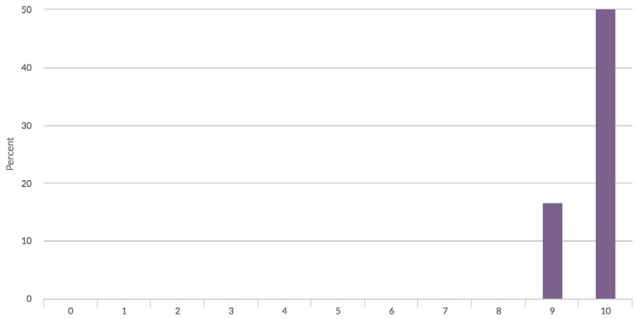
2. Legion Provincials (June 2016)

2. Did you have a positive experience as part of the 2014 Legion Provincial Championships?



Value	Percent	Count
3	6.7%	1
7	20.0%	3
9	33.3%	5
10	40.0%	6
	Total	15

16. Do you feel that ANB provided enough information leading up to the meet?

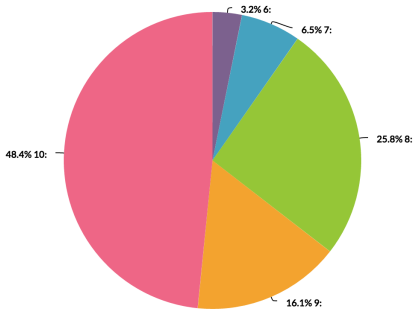


14. Please rate your satisfaction with the following

	Very Dissatisfied	Dissatisfied	Neutral	Satisfied	Very Satisfied	Not Applicable
Registration Process	1 8.3%	0 0.0%	0 0.0%	2 16.7%	9 75.0%	0 0.0%
Cost	1 8.3%	0 0.0%	0 0.0%	3 25.0%	8 66.7%	0 0.0%
Meet Schedule	1 8.3%	0 0.0%	1 8.3%	4 33.3%	6 50.0%	0 0.0%
Officiating	1 8.3%	0 0.0%	0 0.0%	3 25.0%	8 66.7%	0 0.0%
Coaching	1 8.3%	0 0.0%	2 16.7%	1 8.3%	7 58.3%	1 8.3%

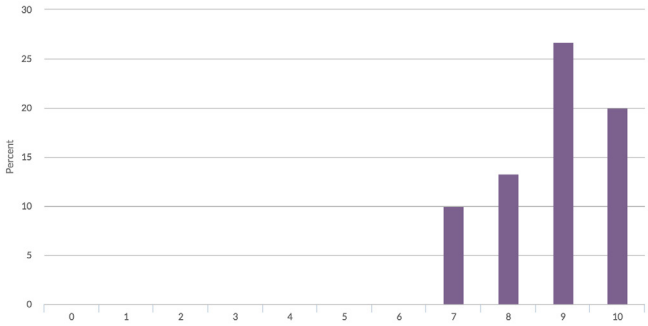
RJTW NB Finals (June 2016)

7. Did you have a positive experience as part of the RJTW NB Finals?



Value	Percent	Count
6	3.2%	1
7	6.5%	2
8	25.8%	8
9	16.1%	5
10	48.4%	15
	Total	31

16. Do you feel that ANB provided enough information leading up to the meet?



14. Please rate your satisfaction with the following

	Very Dissatisfied	Dissatisfied	Neutral	Satisfied	Very Satisfied	Not Applicable
Registration Process	0 0.0%	0 0.0%	1 3.3%	8 26.7%	21 70.0%	0 0.0%
Cost	0 0.0%	0 0.0%	1 3.3%	9 30.0%	20 66.7%	0 0.0%
Meet Schedule	0 0.0%	1 3.3%	0 0.0%	14 46.7%	15 50.0%	0 0.0%
Officiating	0 0.0%	3 10.0%	1 3.3%	9 30.0%	17 56.7%	0 0.0%

Appendix H
Nomination Committee

Athletics NB - Nominations report – October 2016

Officers

President – Marc Lalonde

Vice President – Jennifer Butler

Treasurer – Myriam Godin

Secretary – Victoria Brown

Past President – Bill MacMackin

Run NB Rep – Rob Jackson

Officials Chair – Carl Cummings

Legion Rep – Clayton Saunders

Athlete Rep – Sarah Myatt

Masters Rep – Andy Justason

Returning Directors – 1 year remaining in their terms

Sandy Leland

Scott Anderson

Scott Davis

New or Reappointed Directors – 2 year terms

Jennifer Butler

Sandy MacLean

Darren Blois

Michelle Leblanc

Oct 19	CSCA Podium Performance Series - Next Level Annual Planning **Register Online**	Fredericton	Emma Hicks
Oct 22	RJTW family legs for literacy **Register Online**	Riverfront Park, Moncton	ANB
Oct 29	AUS Cross-Country Championships	Antigonish, NS	
Oct 29	TEAM NB Atlantic Cross Country Championships **Register Online**	Antigonish, NS	Gabriel LeBlanc
November 2016			
Nov 12	CIS Cross-Country Championships	Québec, QC	
Nov 12 - 13	NCCP Sport Coach - (hosted in French) **Register Online**	Moncton - CEPS (UdeM)	Jason Reindl
Nov 19 - 20	NCCP Club Coach (Jumps & Endurance) **Register Online**	Moncton - CEPS (UDEM)	Jason Reindl
Nov 26	17th Gagetown Invitational **View Current Meet Entries** **Register Online**	Oromocto	ANB
December 2016			
Dec 3	ANB Performance Practice #1	Moncton NB	Gabriel LeBlanc
Dec 17	The Last Chance **View Current Meet Entries** **Register Online**	CEPS, Moncton NB	Steve LeBlanc
January 2017			
Jan 14	JSA Moncton Open	CEPS, Moncton NB	Steve LeBlanc
Jan 21	ANS Open - Track	Halifax, NS	ANS
Jan 27 - 28	McGill Team Challenge	Montreal QC	McGill
Jan 28	ANB Performance Practice #2	Moncton NB	Gabriel LeBlanc
February 2017			
Feb 4	New Brunswick Indoor Championships	Oromcoto	ANB
Feb 10 - 11	AUS Relays & SMU Track Meet	Halifax, NS	SMU
Feb 12	ANB Performance Practice #3	Moncton NB	Gabriel LeBlanc
Feb 17 - 19	Athletics Canada Indoor Championships	Montreal QC	Athletics Canada
Feb 24 - 25	AUS Championships	Moncton	Steve LeBlanc
March 2017			
Mar 25	Atlantic Indoor Track and Field Championships	CEPS, Moncton NB	ANB
May 2017			
May 20	SJTC Spring Meet	Saint John	
May 22	tryout JDLF canadian + open meet	TBD	ANB
May 27	NBIAA Regional (North East)	TBD	NBIAA
May 27	NBIAA Regional (South West)	Saint John	NBIAA
June 2017			
Jun 3	NBIAA Provincials	TBD	NBIAA
Jun 17	NB Provincial Championships	TBD	ANB
Jun 23 - 25	CSG Trials & East Coast Games	Saint John	
Jun 28 - Jul 2	Jeux de l'acadie	Fredericton	
July 2017			
Jul 6 - 9	Canadian Track and Field Championships	Ottawa, ON	Athletics Canada
Jul 7 - 8	Legion Provincials	Moncton	ANB
Jul 7 - 8	ANB Performance Meet	Moncton	ANB
Jul 11 - 15	Jeux de la Francophonie Canadienne	Moncton	
Jul 22 - 23	Atlantic Championships	TDB	
Jul 27 - Aug 5	Canada Summer Games	Winnipeg, MB	
August 2017			
Aug 4 - 13	IAAF World Championships	London, GBR	Athletics Canada
Aug 11 - 13	Canadian Legion Youth Track & Field Championships	Brandon, MB	Athletics Canada