



**CANADIAN
CURLING
ASSOCIATION
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DE CURLING**

MINUTES

2013

NATIONAL CURLING CONGRESS

2013 NATIONAL CURLING CONGRESS
THURSDAY, JUNE 13
Overview of Day 1

8:15 a.m.: Welcome

Chair Ron Hutton extended a welcome to Ottawa for the 2013 National Curling Congress and AGM. He then had everyone in the room introduce themselves and identify their affiliation with the sport of curling. Greetings were brought on behalf of Sport Canada by Ian Dalling, Senior Sports Consultant and by Graham Prouse, Executive Board Member of the World Curling Federation.

Noting this is the only time during the year that the administrators of the sport from across the country have the opportunity to meet in person, Chair Ron wished everyone an enjoyable and productive experience at the conference.

8:30 a.m.: Keynote Speaker

The CCA was honored to have Marcel Aubut, President of the Olympic Curling Association, present the keynote address. CEO Greg Stremmlaw formally introduced Mr. Aubut who then set a very positive tone for the commencement of the Congress by providing highly complimentary and encouraging comments both about the sport of curling and the Canadian Curling Association. The following are just a few of his remarks that were received with appreciation:

- "Your results are nothing short of outstanding – you deliver the goods."
- "You have an incredible culture of gold – being best in class is in your fiber."
- "This is an organization of difference makers and you are our go-to people for leadership. We appreciate this."

Mr. Aubut was thanked for the exceptional keynote and the CCA bestowed a token of appreciation for his role and meaningful partnership.

9:00 a.m.: Presentation by the Constitution Review Committee (CRC) on Amendments to the CCA Bylaws

On behalf of the CRC, Vice Chair Hugh Avery reminded the Assembly of the background related to amendments made to the Bylaws at the 2012 AGM and at the Special Meeting held on May 15, 2013. He thanked current and former CRC members, staff and Governors for their input in the development of the latest blackline document which, if accepted, will bring the CCA into compliance with the new Not-for-profit Corporations Act. The current document addressed the outstanding items: Term of Governors, General Make Up of the CCA Board of Governors, Number of Governors and Governors as Officer Members as well as several minor housekeeping items. Hugh then went through the document, providing the CRC's rationale for suggested updates to the Bylaws regarding these outstanding articles and the Committee's recommendations were well received.

10:45 a.m.: Review and Discussion of Notices for Consideration and Background Presentations (Points of Clarification Only)

MA representatives and CCA Governors brought each of the Notices for Consideration and the respective rationale to the floor of the meeting for discussion. At that time, NLCA President, Gary Oke, advised their Association wished to withdraw their two Notices for Consideration, requesting that they be added to an Operations Action List instead. Tom Birchall, NSCA President, stated their Association preferred to see their Notice on bullying moved to the AGM as a motion for the meeting record, after which time they planned to withdraw it. President Brian Hill of CurlSask reported that an amendment would be forthcoming for their Notice on the Residency Policy to clarify the definition of student (full time versus part time status - ***traditional, on-campus student...added to Notice***).

2:00 p.m.: Meeting of Member Association Presidents and an Off the Record Session

The afternoon was allocated for a meeting of Member Association Presidents (forum and consultation time) with the CCA Board of Governors joining the MA Presidents at 3:30 pm to discuss items of mutual interest. While the Presidents met, other MA representatives and observers participated in an Off the Record session that covered a variety of topics related to curling.

6:30 pm Introduction of Candidates and Town Hall

As Chair of the Governance Committee, Marilyn Neily, led this session and announced the four nominations received for Governors' positions on the CCA Board:

Lena West (Nominated by Curl BC)

Joanne Pomalis (Nominated by the Ontario Curling Association)

Jim Mann (Nominated by Curl BC)

Peter Inch (Nominated by the Ontario Curling Association)

Each of the candidates was introduced by a representative of their Member Association and given an opportunity to address those in attendance. The Town Hall followed during which time questions were directed to the candidates for their response.

**CANADIAN CURLING ASSOCIATION
NCC BUSINESS SESSION – DELTA CITY CENTRE HOTEL
OTTAWA, ONTARIO
FRIDAY, JUNE 14, 2013**

Chair: Ron Hutton

ATTENDANCE:

Member Association Voting Delegates

Gary Oke (NF and Labrador)

Susan Curtis (NF and Labrador)

George Koke (Prince Edward Island)

Angela Hodgson (Prince Edward Island)

Damien Lahiton (New Brunswick)

Anna Brinson (New Brunswick)

Joan O'Leary (Ontario)

Ian McGillis (Ontario)

Roy Van Kommer (Manitoba)

Kim Warburton (Manitoba)

Dan Kleinschroth (Alberta)

Janet Plante (Alberta)

Maureen Miller (Northwest Territories)

Kyle Kugler (Northwest Territories)

Tom Birchall (Nova Scotia)

Christine Manuge (Nova Scotia)

Jean Lamère (Quebec)

François Vary (Quebec)

Stephen Chenier (Northern Ontario)

Marion Clark (Northern Ontario)

Brian Hill (Saskatchewan)

Marg Mayotte (Saskatchewan)

Terry Vandale (British Columbia)

Mike West (British Columbia)

Ellen Johnson (Yukon)

Linden Mattie (Yukon)

Kevin Bussey (Nunavut)

CCA Board

Ron Hutton (Chair)

Hugh Avery (Vice Chair)

Elaine de Ryk, Governor

Bob Osborne, Governor

Laura Lochanski, Governor

Marilyn Neily, Governor

Cindy Maddock, Governor

Jim Mann, Governor

Shirley Osborne, Governor

Yves Maillet, Governor

Observers

Jeremiah Anderson (NSCA)

Doug Bakes (OCA)

Marco Ferraro (Curling Quebec)

Darryl Hunt (NACA)

Brad Gibb (NACA)

Amy Duncan (PEICA)

Scott Braley (Curl BC)

Frank Van Ryckeghem (OVCA)

Ian Dalling (Sport Canada)

Karen Pasterfield (Laurie Artiss)

Chris Pasterfield (Laurie Artiss)

Victor Lachance (Parliamentarian)

Joanne Pomalis (Candidate for Election – ON)

Amber Holland (SCA)

Leslie Kerr (NOCA)

Resby Coutts (CurlMB)

Marg Maranda (NBCA)

Christine Birchall (NSCA)

Kim Taylor (NSCA)

Gord Gark (OCA)

Graham Prouse (WCF)

Mike Carson (Masters Committee)

David Beesley (CCA National Marketing)

Marylou Morris (CCA National Marketing)

Lena West (Candidate for Election – BC)

Peter Inch (Candidate for Election – ON)

CCA Staff

Greg Stremlaw

Karen Ryan

Rachel Delaney

Glenn van Gulik

Pat Ray

Gerry Peckham

Danny Lamoureux

Brennan Schnell

Warren Hansen

Al Cameron

Louise Delorme

Louise Ménard

Karen Wan

Paul Noble

JoAnne Viau

1.0 CALL TO ORDER AND WELCOME

At 9:35 am, Chair Ron Hutton called the Business Session of the 2013 National Curling Congress to order. The agenda was reviewed and it was agreed that the Financial and Budget Information would be presented prior to the Notices for Consideration.

CEO Greg Stremlaw reviewed a number of guidelines for the delegates to facilitate the progress of the meeting. Greg also introduced Victor Lachance, Past President of the Canadian Centre for Ethics in Sport, who would fill the role of Parliamentarian for both the 2013 National Curling Congress and the Annual General Meeting.

2.0 FINANCIAL AND BUDGET INFORMATION

Cindy Maddock, Chair of the Finance and Audit (F & A) Committee, along with fellow committee members Elaine de Ryk and Yves Maillet, as well as CEO Greg Stremlaw, COO Patricia Ray and Joe Wattie of Collins Barrow, participated in the presentation of financial and budgetary information.

Overview of CCA Financial Processes

The processes utilized by the Finance and Audit Committee to oversee the finances of the organization throughout the year, budget compliance and audits of the CCA and events were outlined.

Presentation of Audited Financial Statements as of April 30, 2013

Joe Wattie of Collins Barrow was introduced and addressed the membership regarding the recently completed audit for 2012/2013. Mr. Wattie advised that this was the first year the audit was done utilizing the new accounting standards for Not-for-profits. While delegates could see the statements look slightly different, he reassured the group that figures were not affected and there were simply some minor changes to the notes and the verbiage used in the document. He reported that the audit had proceeded smoothly and thanked COO Pat Ray and CEO Greg Stremlaw for their efforts in this regard. Mr. Wattie then reviewed the Financial Statements and Audited Report with the delegates.

Financial Decisions made by the CCA Board at their June Meetings

F & A Chair Cindy drew the delegates' attention to the addendum attached to the audited statements which provided an explanation of the CCA's bottom line and events contributing to the deficit for the year ending April 30, 2013. She then reviewed a number of risk mitigation strategies and event-related facts that should deliver a different result for the upcoming 2013-2014 Season of Champions events. Although it is disappointing that some event budgets did not reach targeted figures, the CCA did have several financial achievements this year that should be acknowledged: the national office mortgage was paid off in full, there was an operational surplus of \$347,000 that greatly exceeded expectations, a successful Curling Assistance Program was utilized with \$322,900 expended on grants during the fiscal, the Long-Term Reserve has been maintained at over \$2 million and the cash flow and balance sheet are very sound.

After extensive deliberations, the Board made several decisions that will affect next year's finances:

- The Curling Assistance Program (CAP) disbursements for 2012-2013 grants totaled \$322,900 of which there is a remaining balance of \$196,536. The Board will pay out this unbudgeted amount during the 2013-2014 fiscal year and will assess the timelines of both the applications and payouts at their spring 2014 meeting.
- Although operations had a net surplus and was therefore eligible for discretionary funding, after consultation with the CEO, it has been decided not to allocate any discretionary funding for the 2013-2014 fiscal year.
- The Consumer Price Index (CPI) contribution that is allocated annually to the Long Term Reserve will be deferred until 2014-2015, as per Board policy. For 2012-2013 the respective amount is \$23,684.

Review of 2013-2014 Operating Budget

CEO Greg StremLaw reviewed the 2013/2014 operating budget which had been made available to the delegates in hard copy. Greg highlighted numerous items he felt would be of note for the delegates, answered questions and provided background information when requested.

3.0 NOTICES FOR CONSIDERATION

1) Affiliate Membership

NOTICE FOR CONSIDERATION #1: NCC 2013.01

Moved Mike West (Curl BC), seconded by Gary Oke (NLCA), that the Optimist Junior Interclub Curling League be approved for affiliate membership in the Canadian Curling Association.

CARRIED

2) Ends

NOTICE FOR CONSIDERATION #2: NCC 2013.02

Moved by Tom Birchall (NSCA), seconded by Kevin Bussey (NCA), that the CCA Board of Governors cause to have E-3 (1) amended by adding the following sub-section "(c)":
For each championship, all participating teams compete without experiencing bullying and/or bullying through electronic means.

CARRIED

Tom Birchall (NSCA) acknowledged that all sports are grappling with the difficult issue of bullying/cyber bullying, particularly as it is extremely difficult to police due to legal implications associated with privacy issues. Tom advised that the NSCA would be prepared to refer this matter to the Governance Committee for inclusion in the consultation process; however, he stated they would prefer to do so at the AGM so it could be recorded into the meeting record.

3) Residency Requirements

NOTICE FOR CONSIDERATION #3: NCC 2013.03

Moved by Brian Hill (SCA), seconded by Tom Birchall (NSCA) that the Policy for Residency Requirements to Compete in a National Championship be amended as reflected in the attached document.

MOTION TO AMEND:

Moved by Brian Hill (SCA), seconded by Tom Birchall (NSCA) that, for clarity, the Policy be further amended to add "traditional, on-campus" to the definition of full time student.

MOTION TO AMEND:

CARRIED

AMENDED MOTION:

CARRIED

(See Addendum for Residency Policy Document)

4) Rules

NOTICE FOR CONSIDERATION #4: NCC 2013.04

Be it resolved that the CCA collect MA input regarding the Rules of Curling, in particular the length of games for the following championships and provide this information to the National Umpires Committee who will use this when they complete their full rule review.

Canadian Senior Men's Championship
Canadian Senior Women's Championship
Canadian Mixed Championship

**WITHDRAWN
MOVED TO AN OPERATIONS ACTION LIST**

5) CCA Bylaws and Constitution

NOTICE FOR CONSIDERATION #5: NCC 2013.05

Moved by Hugh Avery (CCA Vice Chair), seconded by Anna Brinson (NBCA), that, following a presentation by the Constitution Review Committee and discussion with Member Associations at the 2013 National Curling Congress, any amendments to the CCA Bylaws endorsed by the membership be approved to continue the formal process of revising the CCA Bylaws to comply with the Canada Not-for-profit Corporations Act. Further, after approval of amendments ensuring compliance with the Canada Not-for-profit Corporations Act, the CCA apply for a Certificate of Continuance.

CARRIED

6) Championships

NOTICE FOR CONSIDERATION #6: NCC 2013.06

Whereas the Northwest Territories Curling Association has fulfilled their obligations in providing a team to compete in a Scotties and Brier NWT/Yukon Championship in each and every year since they have been granted the right to participate to determine a team to the National Championships;

And Whereas the Yukon Curling Association has not fulfilled that obligation in the Scotties NWT/Yukon Championship for the past two years;

And Whereas the Yukon Curling Association has not fulfilled that obligation in the Brier NWT/Yukon Championships over the past year;

And Whereas the lack of participation by the Yukon Curling Association has caused a financial burden to the NWT Curling Association;

The Northwest Territories Curling Association moves that the Northwest Territories Curling Association be recognized as the Association that determines the teams who will participate in the Canadian Women's Curling Championship known as the Scotties and the Canadian Men's Curling Championship known as the Brier that had previously been determined by the Yukon Curling Association and the Northwest Territories Curling Association.

WITHDRAWN

Linden Mattie (YCA) suggested that the NWTCA withdraw their Notice and their MAs engage in a private dialogue on this matter. Maureen Miller (NWTCA) consented and reported that the CCA Chair had agreed to facilitate a meeting between the two northern MAs to reach agreement on how best to proceed going forward.

7) CHAMPIONSHIPS

NOTICE FOR CONSIDERATION #7: NCC 2013.07

Be it resolved that the CCA consult with the Member Associations to review all aspects of the implementation of the Equal Opportunity to Access Canadian Championships (EOACC) for the Canadian Senior Men's Championship, Canadian Senior Women's Championship and the Canadian Mixed Championship and present their findings during the 2014 NCC. This collection and presentation of data would include a feasibility study allowing each MA the right to send a team to compete in each of those championships in their entirety.

**WITHDRAWN
MOVED TO AN OPERATIONS ACTION LIST**

8) Championships

NOTICE FOR CONSIDERATION #8: NCC 2013.08

Moved by Joan O'Leary (OCA), seconded by Linden Mattie (YCA), that the Canadian Curling Association (CCA) fully sanction the National Masters Championships that includes funding all or part of the travel and accommodation for the MAs and TAs participating beginning in 2014.

RULED OUT OF ORDER

Resby Coutts, President of CurlIMB, asked to speak on a point of order concerning Notice #8. Referencing AGM Motions 2010.15 and 2012.03, the policy outlined in BG-8 concerning the introduction of any new CCA-operated championship as well as EL-1 which deals with financial planning, he requested that the Notice be ruled out of order due to lack of owner consultation with Member Associations. Chair Ron reported he was familiar with the documentation referenced and ruled Notice for Consideration #8 out of order.

4.0 **ITEMS FROM THE MA PRESIDENTS' MEETING HELD JUNE 12, 2013**

Tom Birchall (NSCA) reported on the topics discussed at the MA Presidents' Meeting held on June 12. All 14 Member Associations were represented by their voting delegates and a number of the Executive Directors were in attendance to make presentations on behalf of the Operations Council. He advised that detailed minutes would be circulated to those in attendance at a later date.

1) CCA Member Code of Conduct Review Committee

The MA Presidents respectfully request that the CCA disband the current Code of Conduct Review Committee so that the MAs can establish their own Committee (target date of September 30). The CCA Board has no objections to this request; however, Hugh Avery asked the Presidents how they wished to proceed regarding any outstanding issues. In the discussion that followed, it was agreed by consensus that the terms of the current Committee members and Facilitator would be extended to deal with any pending issues, after which time the Committee will immediately disband.

2) Constitution Review Committee (CRC)

Acknowledging the need for continuity, the MA Presidents recommend that the MA representatives on the Constitution Review Committee be:

Resby Coutts, President of CurlIMB (2nd year)
 Jean Lamère, President of Curling Quebec (2nd year)
 Damien Lahiton, President of NBCA (1st year)

3) Timing of Future AGMs

The MAs recognize the issues that necessitate a change in the timing of future AGMs; however, they need an opportunity to review the broader issues of a change in timing with their respective Boards. They request this matter be put on the agenda of the next monthly CCA Chair and MA Presidents' Conference Call for follow up.

4) Attendance at Joint MA and CCA Session at NCCs

The MAs agreed overwhelmingly that this session will be restricted to the volunteer MA voting delegates and volunteer CCA Governors (paid staff of either the MAs or the CCA will not attend).

5) Chair, Vice Chair and Scribe of MA Presidents' Group

The MA Presidents have decided that the Chair, Vice Chair and scribe for their group will be by appointment rather than election and they have divided the MAs into 3 sections (east/west/central). Resby Coutts will produce a detailed roster of future appointments.

6) Reporting on Finances

A discussion was held regarding possible improvements for the monthly reporting on the Association's finances that might mirror that of the CEO's quarterly overview in terms of general content. It was agreed that a monthly overview (a broad based perspective) on the Association's

finances would be helpful to the MA Presidents, as would drawing their attention to any deficit positions by highlighting or bracketing same. The F & A Committee will make efforts to ensure the monthly financial reports are more user friendly.

6.0 BUSINESS ARISING

Timing of Future NCC and AGM

Constitution Review Chair Hugh Avery provided the following information for the members to contemplate regarding the necessity to change the dates of the CCA's NCC and AGM:

- According to CCA Bylaws, the NCC and AGM can be scheduled on any dates between June 1 and September 30.
- The new Not-for-profit legislation requires that the audited financial statements be presented to the membership 21 days in advance of an Annual General Meeting. The audit does not commence until after the April 30 fiscal year end and audited statements simply cannot be readied any earlier than the second week of June.
- The CCA prefers to keep the fiscal year-end date at April 30.
- The NCC and AGM can be separated and the AGM held by an electronic means, if necessary.
- Separating the NCC and AGM could be problematic in several areas, i.e. election of Governors, financial decisions normally made at the NCC and carried forward to the AGM, etc.

It was agreed to discuss this matter again on Saturday at the AGM.

7.0 ADJOURNMENT

Having dealt with all items on the agenda, Stephen Chenier moved and Terry Vandale seconded that the Business Session of the 2013 NCC adjourn.

FRIDAY, JUNE 14, 2013 (2:00 – 5:00 pm)

The afternoon sessions included a Discussion on Grassroots, Presentations on Member Association Best Practices and consideration of changing the format of the NCC to that of a symposium.

SATURDAY, JUNE 15, 2013 (9:00 am – 12:00 noon)

Review of the CCA Business Plan

CEO Greg StremLaw presented the update on the operational objectives of CCA's Business Plan and Organizational Strategy (2010/2014) for the current operating year. A copy of this update, as well as the full 4-year Plan (in both official languages), was made available to the delegates for their future perusal. The updated Plan will also be uploaded to the CCA's website for access by other CCA stakeholders.

CCA Business Operations and Business Plan Updates

The remainder of the morning consisted of presentations related to CCA Business Operations, specifically:

- 1) Communication and Media Relations (Al Cameron)
- 2) Information Technology (Glenn van Gulik)
- 3) Development (Danny Lamoureux)
- 4) High Performance (Gerry Peckham)

Note:

NCC Business Operations, Business Plan Updates and Financial Presentations are available at the following link:

<http://www.curling.ca/2013-nccagm-presentations-archive/>

Password: 2013ncc

ADDENDUM

- RESIDENCY POLICY

POLICY – Residency Requirements to Compete in a National Championship

All national curling championships involve the participation of teams that are made up of individuals who are full time residents within the geographic area of each Member Association. To ensure that all individuals are treated equally a policy has been agreed to that clearly outlines what an individual must be able to provide to be considered a resident for playdown purposes.

It is understood that an individual can only participate in one province/territory in any championship season. (Explanation – an individual may only participate in the playdown process in one Member Association in one championship year – this includes all championships that lead to a Season of Champions event as well as other provincial championships that may or may not lead to a national event. These would include Masters, Juveniles, The Dominion Club Championship, etc. It is understood that the Canadian Mixed, held in November, will be part of the previous year’s group of competitions even though it is dated in the following year. For example – the 2011 Canadian Mixed held in November of 2010 will be considered a part of the 2009/10 Championship season for residency purposes.)

To that end it has been agreed that an individual must provide a minimum of three of the following **six five** items to the Member Association (if requested) whose playdown structure they wish to enter:

- ** Current Drivers License from that province/territory**
- ** Current Health Care Card from that province/territory**
- ** Letter from employer confirming employment within the province/territory**
- ** Statement from landlord (if renting) or bank (if owned) confirming residency within the province/territory – a copy of a property tax invoice/payment for non-mortgaged property is also adequate**
- ** ~~Current passport with valid home domicile from province/territory~~**
- ** Valid picture ID required for travel purposes if the individual does not have a valid driver’s license**

Traditional, on-campus full time students will be allowed to establish residency by providing a confirmation letter from their school’s Registrar’s Office confirming full time status and class enrollment for the academic year. This policy defers to the institution which the student attends in terms of defining full-time student status.

The individual will also provide a signed waiver if requested that will agree to a one year suspension from any CCA sanctioned championship OR championships coordinated by Member Associations (The Dominion, Masters and Juveniles) in the event it is discovered that any information has been provided in a fraudulent manner.

For Canadian Men’s and Canadian Women’s Championships, individuals MUST be a permanent resident of the province/territory in which they wish to enter playdowns prior to September 1st of the year preceding the championship season. **(For example – Sept 1st of 2010 for the 2010/11 championship season)** This time frame may be shortened in the following circumstances:

- Transfer due to employment
- School attendance
- Military service and transfer

Exemptions may be made in exceptional circumstances if granted by two Member Associations where:

- Individuals live within a short distance of a provincial/territorial boundary
- An individual is based in two cities due to an employment situation
- **Part-time students**

(Exemption requests MUST be filed a minimum of 21 days prior to the Member Association's competition entry deadline)

For events **other than** the Canadian Men's or Canadian Women's, you are required to be a Canadian citizen; however, there may be unique circumstances that allow you to be residing outside of Canada and still be eligible to compete. These will be approved by the respective Member Association (for example – Point Roberts residents may be eligible to compete in BC events leading to Canadian Juvenile, Master and Dominion competitions if granted an exemption by Curl BC)

In the event an exemption is requested and cannot be agreed to by the respective Member Associations, a committee that includes the following three individuals will make a decision and their ruling will become final:

- ✓ Chief Executive Officer of the CCA
- ✓ Director, High Performance of the CCA
- ✓ One neutral member from the ED Council Executive