



Partners in Cycling



Sport Manitoba – 200 Main Street
December 5th, 7:00 p.m. Meeting

Present: Dave Benson, Wonda Case, Cabrel Boucher, Richard Nichol, Drew Hawranik, John Hawranik, David Johnston, Bill Ralph, Karin McSherry and Bruce Hardie via speaker phone
Observers: Greg Gannon, Larry Argue
Staff: Kylie Case, Marian Pyszczek

1. NEW BUSINESS:

a. MCA Board: Roles and Responsibilities

- Directors at large special projects
- Wonda has agreed to accept responsibility for Bingo Contact and for Provincial Team Uniforms.
- Cabrel Boucher offered to serve as a Director to be our Sport Manitoba Hall of Fame liaison.
- Larry Argue agreed to follow up on Manitoba Sport Exp and will attend a meeting on Friday, Dec 9th at Sport Manitoba to gather information on the March 19th activity.
- Motion: Dave Benson Seconded John Hawranik to approve Larry Argue as Coordinator BMX. Passed

b. REVIEW STRATEGIC PLAN FOR OFFICE

- The Previous 6 Months Were Summarized. Kylie Will Be Available Till December 31st, 2005. We May Want To Consider Hiring A 4 Month Term, Ideally With Some Training Overlap While Kylie Is Still In The City. Link The Interim Position To A Development Coordinator.
- Motion: Bill Ralph Karin McSherry: That we advertise the position of Interim Executive director/program development for the MCA with the term to be for a minimum of 4 months commencing ASAP or January 1st, 2006. Passed
 1. Conditions to include the return of the current ed from medical leave
 2. Wage and benefit package. To be negotiated and commensurate with experience.
 3. The interim position to maintain the current financial statements, using Simply Accounting

Review Committee: Bruce , Dave B. Larry, Kylie,

- c. CCA/MCA Memorandum of Understanding (MOU) Moved by: Dave J Seconded by: Bruce: That the MCA accept and sign the MOU with CCA.
 - Partnership banner: Unveiled
 - d. Calendar setting criteria Notice of Motion tabled Bill and Karin to review and bring back to the next meeting
 - e. Manitoba Summer Games 2008 Reviewed with Sport Manitoba, we must have final confirmation and a plan by April 1st. 2006. This may be a project for a Development staff member
 - f. Athlete appeal note/clarification Notice of motion to alter our existing policy to create consistency at our next meeting. Dave J
2. REPORTS: (ARE INCLUDED AT THE END OF THE MINUTES)
- Presidents Report:
 - Clarification on insurance issues was provided
 - VP of Finance: We need to have monthly reports. Bruce to create financial reporting polices
 - Recreation and Transportation Coordinator: Vacant no report
 - Road Coordinator:
 - Please work to have previous minutes posted. Sponsorship programs need to be pursued in January. Lets move forward and have Signmeister decal the canopy. Bill to deliver the canopy. Budget approval for items including Gannon honoraria not spent last year will be rolled back into revenue for 2006. Bill to follow up with Dave B for details. Bill and Marion to coordinate activities for learn to race. Road and Mountain Committee to program both officials and coaches clinics for potentially a Road 1 Coach and MTB II coach clinic. Commissaires committee to coordinate officials committee. Wonda to call Dave Barclay and look for ED Job Description.
 - Mountain Bike Coordinator: No report
 - Provincial Team Coordinator
 - Parent meeting held this weekend, great turn out. Spring Camp in Custer, planning is under way, possibly extend to 9 days. About 2 dozen interested in Provincial Program, about 15 to Custer. Priority to send athletes to Nationals, and other major National/International events. Athlete contract, selection criteria and athlete involvement in public relations were also discussed.
 - Athlete Rep's : Road and Mountain: No Report
 - Director's At Large: No Report
5. NEXT MEETING: Sport Manitoba: January 16th, 2006 7:30 P.M.
 6. ADJOURN: Drew Hawranik moved we adjourn at 9:15

REPORTS:

PRESIDENT'S REPORT:

Since our Annual General Meeting in November there have been a few important activities to report. First and foremost is our thanks to Kylie Case who has done an incredible job in preparing the Manitoba Cycling Association for its first ever submission to the Directed Funding Model.

Secondly, a big thanks to all those who attended our first ever Town Hall Meeting on November 20th. Many ideas were shared among the attending Board Members and members of the cycling community. The minutes of that meeting were shared under a separate email after that meeting. One of our many tasks will be to consider those suggestions as we move to creation our annual plan for 2006,

As we approach 2006 I wish to welcome our new Board Members and thank you for your commitment to cycling in Manitoba. The main purpose of this Board will be the responsibility of governance, particularly as it relates to creating, reviewing and amending policies and procedures that will provide direction to the committees that do our members the great service they have come to expect. In addition to the Policies and Procedures we have the fiscal responsibility for providing the best service available with our budgets.

In my role as President I have represented the MCA at the recent Canadian Cycling Association Annual General Meeting held in Whitehorse. The CCA has implemented many new structures and strategies to enhance cycling. They are addressing one of the greatest concerns expressed by all jurisdictions – insurance. They are in the process of developing a Risk Management Strategy, as requested by the Insurance Broker.

This will assist both the Cycling Community and the Insurance Company in determining, what can be insured, when it is insured and at the best rates available. This document may be substantially different than what has occurred in the past and may provide challenges for organizers; however. It will also provide many benefits that will be in the best interest of cycling safety and security. A second initiative is the Memorandum of Understanding that was circulated prior to this evenings meeting. We will be asked to sign this agreement as soon as possible. This agreement clarifies many roles and responsibilities that have been unofficially followed in recent years, and also provides a new leadership in areas like coach and official development that will benefit Manitoba. The CCA elected a new President at the AGM, he is Pierre Blanchard, the former President of the Quebec Federation (FGSC) and a long time distinguished International Road and Mountain Bike Commissaire. He has represented Canada at the Olympics, World Championships and on International Commissions. He is very interested in working with our National Training Centres to provide service to athletes in all regions of Canada.

I also attended a meeting hosted by the Winnipeg Regional Health Authority. Dr. Sande Harlos is coordinating a discussion around the creation of Manitoba Bicycle Helmet Legislation. They would be delighted to have the MCA's support on this issue. They have been involved in substantial research on the subject, gathering data from doctors and hospitals in Manitoba, across Canada and around the world. I presented a position that we would be happy to work with them, providing our knowledge and expertise in the field.

On November 23rd I was invited to report to the PowerSmart Manitoba Summer Games 2008 directors. I met with Frank Clark and Don Staples and outlined the MCA accomplishments against the Games Time Line Plan. The MCA Board passed a motion last fall, supporting in principle involvement in the Games; however, there are also specific commitments we must make in the form of sport development. I outlined our ability to hold events in regions as identified, one weakness we still have is proof of development of local resources in these regions. We still tend to function provincially, but many of the grassroots support comes from Winnipeg, Swan River and Falcon. At this time we are still not officially accepted for the

Games. The committee wanted assurances we were ready as they have commitments to the Games Organizers. We will have until April to show we are ready in principle and practice, that we have a plan to develop local resources, including appropriate levels of training and development for athletes, coaches and officials in each of the Sport Manitoba Regions.

Road Report:

Meeting planned for Road Committee early in the new-year. Dates to be determined and rooms booked soon. Draft relating to calendar setting policy is attached.

Review "Open Forum Discussion" to determine what, if any changes are needed for the 05 season. Items related to Road are:

- i) Criteria for Championship events – Provincial Road/ITT/Crit? – Provincial Road Cup Championship?
- ii) Roles and responsibilities?
- iii) Coaching clinics
- iv) Public relations – Is this not a responsibility of the Road/Mtb. Reps as it appears in their Job Descriptions "Arrange results collection for media releases."
- v) Course/venue development – closer to larger groups of population?
- vi) Variety of events?
- vii) Redefine Cup Criteria?
- viii) Review prize structure for Cup events? – Maximum/minimum

I would like to begin plans for a "Learn to Race" clinic in April – 05.

Who is available and certified (?) to provide a clinic such as this?

Are funds available from Sport Manitoba to cover this as opposed to the MCA budget?

Couple of questions from previous minutes. Stipend to Dr. Greg Gannon approved in April 12th, 2005 minutes.

- Did we use his services?
- If not, why was he not contacted and involved in the program?
- What should we do with the \$500.00 stipend that was approved for him?

Sponsorship program? Have we developed an approach that will be used for potential sponsors? This was to raise money to decal the canopy. If not I think we should take money from the Road/Mtb. Budget and have this done A.S.A.P.

PROVINCIAL TEAM REPORT:

Coach Marian and I have had the opportunity to meet and discuss initial plans for the 2006 season. At this point much of the CCA's schedule is, at best, tentative. Many events do not yet have definite locations.

Given that all of the CCA's announced Road events, with the exception of Nationals, are Elite events there appears to be limited opportunity for our Team to participate in Road events at the National level in 2006.

We have some athletes who intend to participate in the Canada Cup Series of MTB events. This will pose some logistical and financial problems both for the Team and for the athletes as the first four events are in Quebec and Ontario on four consecutive weekends in May and June. This means either multiple trips on successive weekends or else relocating "out East" for the better part of a month. It also has to be remembered that this is during the regular school year and the athletes will have to make acceptable arrangements in that regard with their respective schools.

It is intended that the Team will be attending both Road Nationals on the first weekend of July in Quebec City and MTB Nationals on the third weekend of July. The location of MTB Nationals has not yet been confirmed; however it is believed that either Fernie or Edmonton will be the chosen site.

Various alternatives are being considered for the Spring Break Training Camp. Different locations are being looked into as is the possibility of having each athlete take both an MTB and a Road bike.

The tentative Team Road schedule is to attend Bikes on Broadway, the Regina Stage Race and Tour of 10,000 Lakes. Athlete's results from these races will be used to select Team athletes to go to Road Nationals.

Rider's results from the Canada Cup races will be used to select Team athletes to go to MTB Nationals.

In addition athletes are being advised that their results in Manitoba Cup Events will be taken into consideration. Unless a Cup Event conflicts with a Team Project or is felt by Coach Marian to not be in the best interests of an athlete's training, Team members will be expected to participate.

Team members are also being encouraged to become active ambassadors for our sport and to make themselves available for local presentations and assistance.

The fact that Canada Cup #1 conflicts with Bikes on Broadway and the fact that Canada Cup #3 conflicts with the Regina Stage Race poses some minor problems. First off, Coach Marian will only be able to be in attendance at one location. Someone else will have to coach/manage the Team at the other race. Secondly, we will be making allowance for those riders who wish to participate in both Road Nationals and MTB Nationals but are unable to be in all of our Team selection races, due to race date conflicts.

The first meeting of athletes who are potentially interested in participating as part of Team Manitoba for 2006 was (will be) held on Sunday, December 4th. A summary of the results of that meeting will be provided verbally at the Board meeting.

In the past the MCA has subsidized 60% of the travel, accommodation and coach/manager costs of Team Projects. This season we may well have some athletes travelling more-or-less by themselves to some of the Canada Cup events and we will probably have some older athletes travelling on their own to CCA Elite Road events.

If at all possible, the MCA should be looking into the possibility of additional funding, over and above the normal Team funding, to assist the Manitoba cyclists who will be participating in the four MTB events in the East as well as those who will be participating in CCA Elite level Road events.

Also, past practice has been to provide full uniforms, at no cost, to athletes participating in the Canada Summer Games and the Western Canada Summer Games. Other athletes have been able to purchase uniforms at cost.

This season we will be asking all athletes who are participating in a Team Project to wear the Team Manitoba uniform. If at all possible, it would be desirable to have the MCA fund a percentage, say 75%, of the cost of a uniform for each athlete who participates in a Team Project this season. Again, this funding would be over and above the past normal Team funding.

We are currently working with personnel at Louis Garneau in relation to uniforms and costs, however last season's costs were;

- Jersey \$66
- Bibs \$77
- Jacket \$80
- Skin Suit \$110

The Provincial Team Athlete Contract and Travel Waiver Form are both being reviewed and updated. The Athlete Contract currently states:

“In the case of expulsion from the program, an athlete has the right to request, by letter, to the MCA Road/Track Committee and/or Mountain Bike Committee, a hearing of appeal concerning his/her case. Upon notification of the date of the hearing, the athlete is entitled to represent their position through the calling of witnesses, and anything else to support their position.”

Given the above, I would like to see a written policy adopted in regard to who is eligible to vote at meetings of the Road and MTB Committees. Some, and this may well not be an exhaustive list, of the issues to be addressed should be;

- We have 3 levels of Club memberships (\$25, \$50 and \$100), do all Clubs have the right to have a voting member on each committee, is it just the \$50 and \$100 membership fee Clubs or is it exclusively the \$100 membership fee Clubs?
- Is the vote the right of the Club and it can be exercised by any member of the Club who happens to be in attendance at any particular meeting or does the Club have to appoint a particular individual to represent it on each committee and that individual has to exercise the vote at any meeting?
- Are proxy and/or telephone votes allowed?
- Does the committee chairperson represent his or her Club on the committee and exercise that Club's vote or does the chairperson's Club get to appoint an additional member?
- Other individuals are listed as being members of these Committees (e.g. The MCA President, the Provincial Team Coordinator, the Provincial Coach, etc.), are they voting members? If they are, should the Team Coordinator and Coach be excluded from voting when the committee is hearing an appeal from an Athlete?
- If the Athlete who is appealing an expulsion is also a member of the committee are they excluded from voting? If so, is their Club permitted to appoint an alternate committee member?

The majority of this report is for information only, however there are three items on which action are required;

- 1) Can we establish an additional budget line item for the assistance of Manitoba cyclists who are participating out-of-province and on behalf of Manitoba (i.e. holding an MCA license, entering as a Manitoba athlete and wearing the Team Manitoba uniform) but who are not directly participating in a Team Manitoba Project? If so, what is that amount that we can budget for this assistance?
- 2) Can we establish an additional budget line item to help offset the cost of uniforms for Team Manitoba athletes? If so;
 - a. Will we subsidize a flat percentage of the cost?
 - i. Will there be a maximum annual subsidy per athlete?
 - b. Will we subsidize a flat amount per athlete?
- 3) Someone should be assigned to draft our formal policy as regards voting on the Road and MTB Committees.

Minutes Approved: January 16th, 2006