



AthletesCAN

2023 Annual General Meeting Package

Wednesday, November 8th - 7:00pm ET

Virtually via Zoom



Package contains:
2023 AGM Agenda
2022 AGM Minutes
President's Report
2021-2022 Audited Financial Statements
2022-2023 Non-Audited Financial Statements
Our Year in Review
Board Nomination & Election Policy
AthletesCAN Board Member Nomination Form

Annual General Meeting Agenda

November 8th, 2023
7:00pm ET to 8:30pm ET
VIRTUAL via Zoom

- | | | |
|--------|---|----------------------|
| 1. | Call to Order | Erin Willson |
| 2. | Land Acknowledgement | Camille Bérubé |
| 3. | Virtual AGM Logistics | Erin Willson |
| 4. | Appointment of Accessibility Officer | Erin Willson |
| 5. | Appointment of Parliamentarian | Erin Willson |
| 6. | Approval of Agenda | Erin Willson |
| 7. | Approval of the 2022 Annual General Meeting Minutes | Erin Willson |
| 8. | Business Arising from Previous Minutes | Erin Willson |
| 8.1. | Approval of the 2021-22 Audited Financial Statements | |
| 9. | Officer Reports | |
| 9.1. | President's Report | Erin Willson |
| 9.2. | Treasurer's Report | Chris de Sousa Costa |
| 9.2.1. | Presentation and Approval of 2022-2023 Financial Statements | |
| 9.2.2. | Appointment of Auditors | |
| 9.2.3. | Presentation of 2023-2024 Finance | |
| 10. | 2023 Board Election Results Announcement & Approval | Erin Willson |
| 11. | Adjournment | Erin Willson |





2022 Annual General Meeting Minutes
November 19th, 2022
VIRTUAL via Zoom

- | | |
|---|----------------------|
| 1. Call to Order
(9:04 PST Nov 19 2022) | Erin Willson |
| Roll Call - 16 members | |
| 2. Land Acknowledgement | Camille Berubé |
| 3. Virtual AGM Logistics Overview | Alicia Renaud-Paquin |
| 4. Appointment of Accessibility Officer
Motion: Andrea Proske, Second: Camille Berube, Motion approved. | Erin Willson |
| 5. Appointment of Parliamentarian
Motion: Liam Smedley, Second: Rob Law, Motion approved. | Erin Willson |
| 6. Approval of 2022 AGM Agenda
Motion: Camille Berube, Second: Andrea Proske, Motion approved. | Erin Willson |
| 7. Approval of the 2021 Annual General Meeting Minutes
Motion: Bo Hedges, Second: Natasha Watcham-Roy, Motion approved. | Erin Willson |
| 8. Business Arising from Previous Minutes
- No new business to report | Erin Willson |
| 9. Officer Reports | |
| 9.1 President's Report | Erin Willson |
| <ul style="list-style-type: none"> - recognition of Members of AthletesCAN who've made amazing contributions to our organization. - Website launch - More athlete outreach across the country at events - Launched initiatives that have collected the voice of the athletes across the country - Elearnings were launched and successful - Online Forum - Upcoming initiatives - increase engagement strategy, Athlete Census, Athlete Onboarding Process and Safe Sport Simplified Campaign. | |
| 9.2 Treasurer's Report | Rob Law |
| 9.2.1 Presentation & Approval of 2021 – 2022 Financial Statements | |
| <ul style="list-style-type: none"> - proposed to defer the item until a later date as discussed. | |





- Motion to defer Celina Toth, Second: Hollie Duncun, Motion Carried.
- Mistake Made - It is approval of 2021-2022 not 2022-2023 Financial Statements.
- Motion to amend previous motion: Celina Toth, Second Rob Law, Motion Carried.

9.2.2 Appointment of Auditors 2022-2023 Financial Year

- Auditor Ouseley Harvey Clipsham Deep LLP
- Motion to approve: Celina Toth, Second: Rob Law, Motion Carried.

9.2.3 Presentation of 2022 – 2023 Finances

- Dependant on Sport Canada for approval on projects
- Built strong Partnership with Sport Canada and the Ministry
- In good standing

10. 2022 Board Election Results Announcement & Approval

Erin Willson

- 3 New Directors Cynthia, Greg, Chris
- Noted date change from 2021 to 2022
- Motion To approve: Andrea Proske, Second: Rob Law, Motion carried.
- Motion to destroy electronic ballots: Camille Berube, Second: Tara Llanes, Motion carried.

11. Adjournment

Erin Willson

- motion to adjourn: Allison Forsythe, Second: Camille Berube, Motion carried.
(9:48 PST)





2023 AthletesCAN President's Report

Dear Canadian National Team athletes,

As I conclude my second year as President of AthletesCAN, I reflect on 2022 as a year of hope and progress. This year we witnessed the remarkable rise of the **Athlete Voice**, which included more athletes sharing their stories publicly, more athletes stepping into leadership positions at their National Sport Organizations, and more athletes demanding powerful calls for action to address the systemic issues that we face in sport in Canada.

Safe Sport continued to rise to the forefront this year as an area that required immediate attention, to which the Canadian Minister of Sport, the Honourable Pascale St-Onge, characterized as a "crisis." In response, the Minister ensured that the athlete voice became the centre of the conversation. AthletesCAN, alongside the Canadian Olympic Committee's Athlete Commission and the Canadian Paralympic Committee's Athletes' Council, joined forces to represent the voice of the athletes within the Canadian Sport System, collectively, addressing the need for stronger and more transparent **governance**, increased monitoring and **accountability**, mandated **athlete representation** within sport organizations, and reducing the win-at-all-cost mentality that currently guides high-performance sport. These priorities were identified by athletes as vehicles for ensuring a safer Canadian Sport System and were communicated frequently in meetings with Sport Canada, the Coaching Association of Canada, the Canadian Centre for Ethics and Sport (CCES), the Sport Dispute and Resolution Centre of Canada (SDRCC), and Abuse-Free Sport.

Throughout the year, I have seen incredible advocacy for the experiences of Canadian national team athletes and the amplification of issues that impact Canadian athletes day-to-day. While good progress has been made, we know that there is more action to be taken. AthletesCAN remains committed to ensuring that we achieve an athlete-centred sport system, in which athletes feel safe, welcome, and included, listened to, and are valuable actors in the decision-making processes in every Canadian sport organization.

In this report, you will find a more detailed summary of AthletesCAN's progress through the 2022-23 fiscal year as we continue to be guided by our 2021-25 strategic plan. On behalf of the entire AthletesCAN Board of Directors, we are excited for the road ahead and are committed to ensuring that all Canadian National Team athletes feel represented by our organization.

It has been an honour and a privilege to represent Canadian National Team athletes as President of AthletesCAN over the past year. I believe we have set a strong foundation to continue to elevate the athlete voice and to design a sport system that we as athletes want to promote, compete in, and continue to be involved in long after our competitive careers come to a close. Thank you for your trust and commitment to me, and to AthletesCAN; I am grateful for the opportunity to represent such incredible and talented people.

All the best,

Erin Willson
President



ATHLETESCAN - ATHLETES' ASSOCIATION OF CANADA

FINANCIAL STATEMENTS

MARCH 31, 2022

INDEPENDENT AUDITOR'S REPORT

To the Members,
AthletesCAN - Athletes' Association of Canada:

Opinion

We have audited the financial statements of AthletesCAN - Athletes' Association of Canada ("the Entity"), which comprise the statement of financial position as at March 31, 2022, and the statements of operations and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at March 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of management and those charged with governance for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity, or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

OHCID LLP

OUSELEY HANVEY CLIPSHAM DEEP LLP

Licensed Public Accountants

Ottawa, Ontario

December 6, 2022



ATHLETESCAN - ATHLETES' ASSOCIATION OF CANADA

STATEMENT OF FINANCIAL POSITION
AS AT MARCH 31, 2022

	<u>2022</u>	<u>2021</u>
CURRENT ASSETS		
Cash	\$ 76,060	\$ 180,125
Accounts receivable	32,280	25,037
Prepaid expenses	<u>3,295</u>	<u>19,311</u>
	<u>\$ 111,635</u>	<u>\$ 224,473</u>
CURRENT LIABILITIES		
Accounts payable	\$ 6,941	\$ 5,768
Government remittances payable	1,971	1,971
Deferred revenue (note 4)	<u>-</u>	<u>132,641</u>
	<u>8,912</u>	<u>140,380</u>
UNRESTRICTED NET ASSETS		
Balance - beginning of year	84,093	83,492
Net revenue for the year	<u>18,630</u>	<u>601</u>
Balance - end of year	<u>102,723</u>	<u>84,093</u>
	<u>\$ 111,635</u>	<u>\$ 224,473</u>

Approved on behalf of the Board:

Director

Director



Erin



ATHLETESCAN - ATHLETES' ASSOCIATION OF CANADA

STATEMENT OF OPERATIONS FOR THE YEAR ENDED MARCH 31, 2022

	<u>2022</u>	<u>2021</u>
REVENUE		
Sport Canada		
Core	\$ 421,891	\$ 170,114
COVID emergency support	-	63,550
Sponsorship		
Funds for disbursement	-	100,000
Other	<u>21,529</u>	<u>17,630</u>
	<u>443,420</u>	<u>351,294</u>
EXPENSES		
Administration	167,300	93,250
Leadership programs		
Forum	51,435	29,999
Leadership program	95,346	12,361
Leadership representation	40,286	14,721
Sport Solution	6,503	16,658
Safe sport and gender equity	63,920	19,686
Sponsorship disbursements	-	100,468
COVID emergency support	<u>-</u>	<u>63,550</u>
	<u>424,790</u>	<u>350,693</u>
NET REVENUE FOR THE YEAR	<u>\$ 18,630</u>	<u>\$ 601</u>



ATHLETESCAN - ATHLETES' ASSOCIATION OF CANADA

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED MARCH 31, 2022

	<u>2022</u>	<u>2021</u>
OPERATING ACTIVITIES		
Net revenue for the year	\$ 18,630	\$ 601
Net change in non-cash working capital items		
Accounts receivable	(7,243)	23,628
Prepaid expenses	16,016	(17,276)
Accounts payable	1,173	(7,720)
Deferred revenue	<u>(132,641)</u>	<u>32,641</u>
INCREASE (DECREASE) IN CASH FOR THE YEAR	(104,065)	31,874
Cash - beginning of year	<u>180,125</u>	<u>148,251</u>
CASH - END OF YEAR	<u>\$ 76,060</u>	<u>\$ 180,125</u>



ATHLETESCAN - ATHLETES' ASSOCIATION OF CANADA

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2022

1. PURPOSE OF THE ORGANIZATION

As the collective voice of Canadian national team athletes, AthletesCAN ensures an athlete centered sport system by developing athlete leaders who influence sport policy and, as role models, inspire a strong sport culture.

The organization is incorporated under the Canada Not-for-Profit Corporations Act and as such is not subject to income taxes.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

a) Estimates and assumptions

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. The estimates and assumptions are reviewed annually and, as adjustments become necessary, they are recorded in the financial statements in the period in which they become known.

b) Financial instruments

Investments in instruments quoted in an active market are initially recognized at fair value and are subsequently measured at the year-end fair value. Other financial instruments are initially recognized at fair value and are subsequently measured at cost, amortized cost or cost less appropriate allowances for impairment.

c) Revenue recognition

The organization follows the deferral method of accounting for contributions. Restricted contributions are recognized in the year in which the related expenses are incurred. Unrestricted contributions are recognized when they are received or become receivable. Other revenue is recognized in the year in which the event is held or the revenue is earned.

d) Contributions

Contributions received from Sport Canada are subject to specific terms and conditions regarding the expenditure of the funds. The organization's records are subject to audit by Sport Canada to identify instances, if any, in which amounts charged against contributions have not complied with the agreed terms and conditions and which, therefore, would be refundable to Sport Canada. Adjustments to prior years' contributions are recorded in the year in which Sport Canada requests the adjustment.

3. FINANCIAL INSTRUMENTS

Financial instruments of the organization consist of cash, accounts receivable and accounts payable.

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant interest rate, currency, credit, liquidity or market risks arising from its financial instruments and the risks have not changed from last year.



ATHLETESCAN - ATHLETES' ASSOCIATION OF CANADA

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2022

4. DEFERRED REVENUE

Deferred revenue represents amounts received that will be disbursed in a subsequent year based on established program criteria and athlete contracts.

	<u>2022</u>	<u>2021</u>
Sport Canada	\$ -	\$ 132,641

Deferred revenue changed as follows:

	<u>2022</u>	<u>2021</u>
Balance - beginning of year	\$ 132,641	\$ 100,000
Less - amount recognized as revenue in the year	(132,641)	(100,000)
Plus - amount received related to following year	<u>-</u>	<u>132,641</u>
Balance - end of year	<u>\$ -</u>	<u>\$ 132,641</u>

5. COVID-19

On March 11, 2020, the World Health Organization characterized the outbreak of a strain of the novel coronavirus ("COVID-19") as a pandemic which has resulted in a series of public health and emergency measures that have been put in place to combat the spread of the virus. The duration and impact of COVID-19 is unknown at this time and it is not possible to reliably estimate the impact that the length and severity of these developments will have on funders, customers, employees and suppliers, and on the financial results and condition of the organization in future periods.

ATHLETESCAN - ATHLETES' ASSOCIATION OF CANADA

UNAUDITED SCHEDULE OF SPORT CANADA REVENUE AND EXPENSES BY BUDGET CATEGORY
FOR THE YEAR ENDED MARCH 31, 2022

	<u>Total revenue approved</u>	<u>Total expenses</u>
Contribution blocks		
Administration	\$ 25,400	\$ 25,400
Staff salaries	120,000	120,000
Operations and programming	93,450	186,871
Official languages	10,000	10,000
Safe sport and gender equity	30,050	58,920
Governance	10,350	20,700
COVID support	132,641	-
	<u>\$ 421,891</u>	<u>\$ 421,891</u>
Prior year deferred contribution claimed	\$ 132,641	
Current year contribution	<u>289,250</u>	
Current year contribution claimed as revenue	<u>\$ 421,891</u>	





2022 - 2023 Non-Audited Financial Statements

AthletesCAN 2022-2023		
Revenues and Expenses		
Revenues	Budget 2022-2023	Actuals: a/o: March 31, 2023
Non Sport Canada Revenue	71,176 \$	26,610 \$
Sport Canada Core Contribution	244,200 \$	271,342 \$
Sport Canada Safety in Sport (within AthletesCAN)	19,000 \$	7,900 \$
Sport Canada OL Contribution	10,000 \$	10,000 \$
TOTAL - Revenues	344,376 \$	315,852 \$
Expenses	Budget 2021-2022	
Administration		
Administration	31,200 \$	27,919 \$
Board meetings	10,350 \$	5,551 \$
Staff Salaries		
Salaries	133,550 \$	158,179 \$
Operations & Programming		
Leadership programming	42,000 \$	22,469 \$
AthletesCAN Forum	69,000 \$	33,955 \$
Safety in Sport	19,000 \$	7,900 \$
Sport Solution	29,276 \$	39,445 \$
Official Languages		
Admin	1,250 \$	1,250 \$
Core	8,750 \$	1,152 \$
TOTAL - Expenses	344,376 \$	297,820 \$
Net	- \$	18,032 \$





Our Year in Review

April 1st, 2022 to March 31st, 2023

This year was guided by [our strategic plan](#), which includes three key pillars: awareness, insight, and activation. This plan narrows our focus to what matters most to our athletes and aims to unite and amplify the voices of all Canadian national team athletes.

In the 2022-2023 fiscal year, we focused heavily on awareness and activation, to ensure athletes know that we are here to support you, and that your voices are heard in the Canadian Sport System as we address the key issues athletes are facing. This work was led by our incredible staff - including our new staff member Alicia Renaud-Paquin, Manager of Athlete Projects and Operations; Alan Hudes, Manager of Communications and Sport Partnerships, and our talented and dedicated Board of Directors.

It is a pleasure to present an overview of the progress we have made in the past year. I am extremely proud of our team and the massive accomplishments that have been made over the last 12 months.

Awareness

By 2025, AthletesCAN is well-known by all Canadian national team athletes and fosters deep relationships with key system stakeholders.

How we delivered it:

- Celebrated the 30th anniversary of AthletesCAN with a special video and newly-launched brand guidelines, as well as creating Our Story / History section on website
- Signed agreements to produce content with Creative Champions
- Launched Athlete Representation Training (ART) e-Learning modules for athlete directors, representatives, and councils ([click the link to view it online](#)) developed by Learning 4 Excellence
- Held the Virtual 2022 AthletesCAN Forum, *Reimagining Culture through a Safe Sport Lens* Topics included inclusion, accessibility, racial equity, trans and non-binary inclusion, and an overview of the newly launched Abuse-Free Sport. [Check out the recordings!](#)
- Hosted the 2022 Canadian Sport Awards to celebrate Canadian athletes as well as the relaunch of the Randy Starkman Award for Leadership in Sports Journalism
- Collaborated with partners at FireWork to hold webinars on personal branding and monetization best practices for athletes
- Created a digital QR code/info card to hand out at events and meetings
- In the wake of safe sport disclosures and reports from athletes, we increased media representation ensuring the athlete perspective was represented on the topic
- Increased AthletesCAN representation at national sporting events to meet and introduce AthletesCAN to our National Team Athletes
- Launched the Athlete Assistance Program Education Series across social media platforms

Insight

AthletesCAN captures the collective voice of Canadian athletes through robust data collection processes and formalized procedures.

How we delivered it:





- AthletesCAN, together with the University of Toronto & E-Alliance Research Hub for Gender+ Equity in Sport launched a Diversity, Equity and Inclusion survey to assess the demographics of our members and the nature and quality of their sport experiences, particularly as it relates to equity, diversity and inclusion (EDI)
- In January 2023, we hosted a virtual town hall to gather information from experiences relevant to safe sport
- Participated in the Canadian Sport Policy Renewal Consultation process'

Activation

AthletesCAN develops and sustains impactful change initiatives in the sport system based on data driven insights from Canadian national team athletes.

How we delivered it:

- Had a meeting with the Canadian Minister of Sport, the Honourable Pascale St-Onge, along with the Canadian Olympic Committee's Athlete Commission and Canadian Paralympic Committee's Athletes Council to discuss safe sport and athlete-centred sport
 - Key asks from AthletesCAN were increased accountability, increased governance regulation, mandated athlete representation, reducing the win-at-all-cost culture.
- Attended regular meetings with the Minister and multiple meetings with Canadian Sport Partners, including Sport Canada, Canadian Olympic & Paralympic Committees, CCES, SDRCC, and the Coaching Association of Canada.
- Collaborated with Sport Canada to create Terms of Reference for Sport Canada Athletes Advisory Committee
- Contributed to *Safe Sport: Critical Issues and Practices*, which was an open-access edited digital book providing timely and relevant content on the past, present and future of the safe sport movement in Canada, and critical insight for researchers, sport leaders and policy-makers
- The Sport Dispute Resolution Centre of Canada (SDRCC) hosted an Athlete Information Session to outline Phase 1 of the implementation of the Independent safe sport mechanism, which was supported by AthletesCAN, the COCAC and CPCAC
- Worked with the Athlete Assistance Program team to add wording for the UCCMS into the athlete agreement
- Ran an education series on the Athlete Assistance Program
- AthletesCAN officially signed on with Abuse-Free Sport





The Year to Come

April 1st, 2023 to March 31st, 2024

Awareness

By 2025, AthletesCAN is well-known by all Canadian national team athletes and fosters deep relationships with key system stakeholders.

Our plan:

- Stage Town Hall meetings at/with each Canadian Sport Institute and Centre
- Continue to promote and deliver AthletesCAN 101 presentations to National Team Athletes Athlete Reps
- Launch the AthleteHUB in March 2024 for all national team athletes to access
- Launch marketing campaign spotlighting the experiences/advocacy role of Athlete Representatives
- Continue to be engaged with the sport community through conferences and events
- Create onboarding plan to integrate each new athlete to join a national team, providing them information on what to expect, what resources they have available (e.g., AthleteHUB), and how AthletesCAN will support them through their journey
- Secure unique and meaningful partnerships with new sponsors that align with AthletesCAN's strategic objectives/desired programming and expand partnerships of current sponsors/partners

Insight

AthletesCAN captures the collective voice of Canadian athletes through robust data collection processes and formalized procedures.

Our plan:

- Launch the revised Diversity, Equity and Inclusion survey to members
- Work with Pregnancy & Parental Rights Committee to further identify areas of need and importance for national team athletes' family planning and management
- Collect robust feedback at Town Halls to understand the greatest priorities/areas of need and interest among national team athletes in 2023-24
- Collaborate with athlete groups (e.g., COC AC, CPC AC) on resources to include on the AthleteHUB
- Continue to sit on the Interim Safe Sport Working Group to gain and provide insight

Activation

AthletesCAN develops and sustains impactful change initiatives in the sport system based on data driven insights from Canadian national team athletes.

Our plan:

- Continue to host in-person AthletesCAN Forum
- Continue to host in-person Canadian Sport Awards
- Launch and maintain the AthleteHUB to streamline helpful and important resources for athletes





- Represent the athlete voice on the Coaching Association of Canada's task force assigned to the development of eLearning modules for international coaches onboarding to Canadian NSOs
- Assist Athlete Reps/Directors/Commissions and NSOs to adopt the updated Athlete Agreement
- Coach Athlete Reps/Directors through the building of their Athlete Commissions
- Create unique and meaningful partnerships that align with ACAN's strategic objectives and desired programming





Board Nomination and Election Policy

Definitions

1. Capitalized terms shall have the same meanings within the Board Nomination and Election Policy as defined in the AthletesCAN bylaws. Additionally, the following capitalized terms shall have the following meaning within the Board Nomination and Election Policy
 - “AGM” shall mean the *Annual General Meeting of AthletesCAN*;
 - “Policy” shall refer to this *Board Nomination and Election Policy* unless otherwise stated.

Nomination Procedures

2. Nominations Period & Process

The nomination form is available [here](#). The nomination period may be no less than 14 days and no more than 30 days. The nomination period shall finish no less 14 days prior to the AGM.

3. Director Eligibility Criteria

- AthletesCAN operates with a board of nine (9) directors.

Directors:

- Must be a minimum of 18 years of age;
- Must have the capacity under law to contract;
- Must be competing on a Canadian senior national team or have competed on a Canadian senior national team; and
- Need not be a member of AthletesCAN.

The Board of Directors:

- Will consist of at least five (5) athletes that are competing on a Canadian senior national team or have competed on a Canadian senior national team within the last eight (8) years as of the date they are elected; and
- May consist of no more than four (4) athletes that have competed on a Canadian senior national team but have retired outside the last eight (8) years as of the date they are elected.

Election Procedures

4. Accessibility

- In accordance with the organization’s accessibility policy an electronic nomination and voting platform will be selected with the condition that it is accessible to all members of the organization. Should any issue arise in participating in the election procedure it is requested that individuals notify AthletesCAN staff which will provide support in ensuring the process is accessible to all members.

5. Lobbying

- Any and all lobbying must be respectful of other candidates and consistent with AthletesCAN *Code of Conduct and Ethics Policy*.
- The AthletesCAN Board of Directors reserves the right to ask any candidate to cease and desist with any and all campaign strategies if the Board decides they are not in the spirit of a fair election process.





6. Language

All nominee profiles are to be translated to both official languages in accordance with the AthletesCAN *Official Languages Policy*. AthletesCAN will translate all nominee profiles submitted and received at least 7 days prior to the end of the Nomination Period as defined in section 2 of this policy. Nominees will be responsible for the translation of nominee profiles submitted and received within 7 days of the end of the Nomination Period.

The voting system provided for the election will be offered in both official languages in accordance with the AthletesCAN *Official Languages Policy*.

7. Diversity

Diversity of candidates and the current board composition will be taken into consideration when electing board nominees. The current composition of the board will be provided in French and English via email to members in good standing prior to the nomination period. In keeping with the AthletesCAN *Diversity and Equity Policy*, the spectrum of characteristics of a diverse board including those listed below will also be highlighted in French and English.

- Active senior national team athletes;
- Retired senior national team athletes; retired within the past eight years and beyond;
- Winter sport;
- Summer sport;
- Team sport;
- Individual sport;
- Gender;
- Canadian Geography;
- Disability;
- Indigenous peoples;
- Ethnicity; and
- Language.

8. Nominee Platforms & Profiles

Nominees will be asked to submit an application form. This application will include an attestation that they are meeting the minimum requirements to be a director of AthletesCAN, as well as mandatory questions for candidates to answer. Candidates will also be encouraged to submit information on their personal platform. This application must be submitted to AthletesCAN by the nomination deadline to be considered valid. AthletesCAN will confirm with each candidate receipt of their application and confirmation that they meet the minimum requirements to be on the ballot. Nominees will be asked to provide all relevant characteristics listed in section 10 of this policy on their profile.

Access to the candidate platforms will be posted on the AthletesCAN website for the duration of the voting period.

9. Members Eligible to Vote

All registered members of the association who are members in good standing as of the voter eligibility date noted in the notice of AGM correspondence and remain members in good standing for the date of the AGM are eligible to vote in the election.





10. Voting

Prior to the AGM, a digital election to fill vacant board positions will be held by the members. Each voting member is eligible to place one vote for each of the available positions. Proxy voting is not permitted. The voting period shall be no less than 7 days.

- Electronic Ballots, Board Composition and Election
 - i) Voting will be by secret electronic ballots.
 - ii) Each Member will receive one 1 ballot on which the names of all nominees will be listed in a randomized order.
 - iii) Members will be asked to vote for the number of nominees required by vacancies, and so displayed on the ballot. No Member will vote for more directors than the number of vacant positions for directors; however, a member may vote for fewer nominees than the number of vacant positions available. Additionally, no member may vote for the same candidate twice. Any ballot on which more names are voted for than there are vacant positions will be deemed to be void.
 - iv) The number of director positions up for election will be announced on the AthletesCAN website and via email on the first day of the nomination period;
 - v) The number of successful candidates in a given year will be determined by the current composition of the Board of Directors pursuant to the eight-year retirement rule under '*Director Eligibility Criteria*'. As soon as the number of directors having competed on a national team within more than eight (8) years exceeds two (2), no more such candidates will be elected.
 - a. For example, if in a given year, one position for an athlete having been retired for more than eight years is available, and three such candidates run, only the first such candidate will be successful, and the other successful candidates will have competed within eight years or less.
 - vi) The nominees will be ranked according to total number of votes received and given positions as directors in a descending order to the maximum number of positions remaining available, in accordance with the eight year rule under '*Director Eligibility Criteria*' as applicable.
 - vii) Following the elections, the elected directors will be announced at the AGM in the order of shortest term to longest, if applicable. Elected directors for the same term will be announced in alphabetical order.
 - viii) The electronic voting results will be destroyed by the scrutineers following the end of the election.

Officer Elections

11. The Board of Directors will elect the Officers as soon as possible following the Forum pursuant to the bylaws of AthletesCAN.

Approved by Board of Directors on May 18, 2023





AthletesCAN Board Nomination Form

Full Name/Nom au complet	
Mailing Address/ Adresse postale	
Phone/Téléphone	
Cellphone/Cellulaire	
Email/Courriel	
Gender/Sexe	
Pronouns/Pronom	
Sport	
Status	<input type="checkbox"/> Senior National Team / Équipe nationale senior <input type="checkbox"/> Retired Athlete for less than 8 years / Athlète Retraité depuis moins de 8 ans <input type="checkbox"/> Retired Athlete for 8 years or more / Athlète Retraité depuis au moins 8 ans
Occupation	
Education	
Are you currently studying?/Êtes-vous étudiant(e)?	<input type="checkbox"/> No <input type="checkbox"/> Yes - Secondary <input type="checkbox"/> Yes - Post-secondary <input type="checkbox"/> Yes - Graduate studies <input type="checkbox"/> Yes - Doctoral/Post-graduate

Why do you wish to run for the AthletesCAN Board of Directors?/Pourquoi voulez-vous poser votre candidature au Conseil d'administration AthletesCAN ?

What is your vision for AthletesCAN?/Quelle est votre vision pour AthlètesCAN ?

What specific and/or special skills do you have to offer AthletesCAN and its members?/Quelles habiletés(compétences) spécifiques et-ou spéciales offrez-vous à AthletesCAN et ses membres ?

Discuss your relevant athlete or volunteer experience/Discutez votre expérience appropriée comme athlète ou bénévole





What are your current volunteer commitments?/Quels sont vos engagements de bénévolat actuels ?

Discuss your relevant business leadership / management experience/Discutez votre expérience appropriée dans le leadership d'affaires / la gestion

Do you have an extensive travel schedule with your work or with your sport?/Voyagez-vous souvent avec votre travail ou votre sport ?

- Yes
- No

If Yes, please explain/Expliquez, si vous avez répondu 'oui'

Do you attest/Certifiez-vous ?

- I am at least 18 years of age / Je suis âgé d'au moins 18 ans
- I have the capacity under law to contract / J'ai la capacité légale de contracter
- I attest that the above information and attachments to follow are correct and accurately reflect my experiences / Je certifie que les susdites informations et les attachements pour suivre sont corrects et reflètent précisément mes expériences.

If applicable, who nominated you for the Board of Directors?/Le cas échéant, qui vous a proposé au conseil d'administration ?

