



BOARD OF DIRECTORS
MEETING # 3 (2025-26)
November 28, 2025 – in Person- TPASC

H. Dwinnell– **Recording Secretary**

Present:

A. Mitchell
A. Abdelfattah
T. Bond
L. D’Cruz
R. Giggey
A. Jurenovskis
L. Noronha
T. Oriwol
M. Thompson

Staff:

D. Boles
D. Muma
H. Dwinnell

Guest:

Sydney McIvor

ITEM	ACTION
03-2025:01.1 CALL TO ORDER A.Mitchell called the meeting to order at 4:43pm.	
03-2025:02.1 APPROVAL OF AGENDA The agenda was adopted.	
03-2025:03.1 APPROVAL OF OCTOBER 22, 2025 MINUTES MOTION: L. Noronha/L. D’Cruz To approve the October 22, 2025 meeting minutes with approved edits.	
	CARRIED
03-2025:04.1 BOARD REPORTS President Report A.Mitchell circulated a written report prior to the meeting and highlighted: <ul style="list-style-type: none">• summarized the itinerary for the weekend and speakers for Saturday sessions• world cup event – 8 WR set – a lot of clubs there as spectators• registration and participation at swim meets ahead of projection• Strategy Corp – will have update tomorrow from them• Swimming Canada President Council meeting – asked Board to provide feedback on items to raise• REMS – comp platform still requires some work	
03-2025:04.2 Policy and Governance R. Giggey circulated report prior to meeting and reported: <ul style="list-style-type: none">• Committee’s first meeting was November 10 – Schedule set and Work plan established.	

MOTION: R. Giggey/A. Abdelfattah
To approve the Policy and Governance Committee additional members Leslie Carter, Tom Miller and Leela D’Cruz.

CARRIED

The Board discussed acceptable number of Board members on a committee. It was decided that if a problem arose it would be addressed at that time.

MOTION: R. Giggey/M. Thompson
The Board approves the TOR as presented.

CARRIED

The Committee recommended seeking guidance from Board regarding a governance guide, best practices and how to manage in camera meetings. There was Board discussion and it was confirmed Nominations committee would receive recommendations from P&G committee for on-boarding updates. A suggestion that a Finance 101 be included in the Board on-boarding material which Finance Committee will develop. If anyone notices a gap in on-boarding material please provide feedback to L. Noronha.

Work plan priority is CEO Remuneration Procedure and By-Law Changes. D. Muma will prioritize other procedures requiring review, a procedure on how Board reviews procedures with timeline should be developed.

03-2025:04.3

Finance Report

T. Oriwol circulated report prior to meeting. D. Muma presented the October 31 financial statements and highlighted:

- Registration ahead of projections – 80-90% of revenue
- Several clubs with registration waiting lists
- Grants in place
- Hosted meets – might not get to budget
- Gold bonus – ahead of projection
- Officials invoices have gone out to clubs this week – potentially less officials than last year
- Sponsor income – TPASC camps run in conjunction with us
- Cash back on Visa - discussion
- Investments doing better
- Hosting properties – compare to our expenses – we have operated at a loss – staff are reviewing adjustment of fees
- Canada Games reserve – need to rebuild
- Officials Expenses on track
- Provincial Conference – over budget due to cost of meals
- Admin Assist. – potentially will be over budget
- World Cup expenses – receive Swimming Canada hosting grant to cover expenses

- EDI budget item – included in Strat Plan budget – suggestion to rename to Strategic Projects
- T. Oriwol – budget preparation asking all board members to think about the budget process and how it can be approved. T. Oriwol will send a formal request to board members
- Renewed GIC
- Procurement Procedure – still working on some edits – will go back to Finance committee in January and will be part of Financial Controls Procedure

03-2025:04.4 **Nominations Report**
L. Noronha circulated a written report prior to the meeting. Committee members are being finalized for approval at next Board meeting. L. Noronha has had briefing with past Nomination Chair – Andrea Jurenovskis and Andy Mitchell. The Work plan will be confirmed and will include updating of on-boarding material, wording clarification of Election By-law and a review of Slate rules.

03-2025:04.5 **EDI Report**
T. Bond and A. Jurenovskis – co chairs. T. Bond provided a verbal report regarding the recruitment of members to ensure a good representation of the swimming community. The TOR and Committee members will be presented to Board for approval in the upcoming months.

03-2025:04.6 **Audit and Risk Management Report**
A.Abdelfattah provided a written report prior to the meeting.

MOTION: A. Abdelfattah/R. Giggey

To approve the Audit and Risk Management Committee members – Ahmed Abdelfattah, Alex Bushell, Angelica Mendieta-Sweet and Andrea Jurenovskis.

CARRIED

Work plan to include:

- Review of TOR
- How do officials deal with photography on deck – review procedure
- Semi-annual report instead of monthly reporting however if there is an issue it will come to board and won't wait for semi-annual report.
- Financial Statement Audit review – end of season

03-2025:05.1 **OPERATIONS REPORT**
D. Boles circulated a written report prior to the meeting and highlighted:

- REMS update
- Monday platform for REMS –
- Swimming Canada is working on customized platform
- Aquatic infrastructure – report to be given tomorrow

- Outreach Program –soft launch in June and then in person at conference. Episode 1 completed and recorded. Episode 2 presentation next week – about 30 clubs involved
- Culture Leadership Program – Brian Edey
- OJI – entry is full – Weekend will include: grassroots section, educational sessions, Masters IM fast meet and Para competition
- Para – Darda Sales and Jessica Tinney – Demchuk Meet followed by 2 day camp
- 20 taking Para classification this past week
- Advance coaching diploma – pay half tuitions
- Officials training – new pathway
- Luxemburg – sending 3 officials to get experience in January , to come back to mentor
- Provincial Properties – hosts secured for some
- Next Club Info Session – January/February
- D. Muma provided a Risk Update

03-2025:06.1 **NEW BUSINESS**
No new business.

03-2025:07.1 **NEXT MEETING** – January 28, 2026 7:30pm

03-2025:08.1 **EXECUTIVE SESSION - BOARD**
MOTION: A. Jurenovskis/A. Abedelfattah
To go into camera at 6:30pm.

CARRIED

03-2025:09.1 **ADJOURNMENT**
MOTION: L. D’Cruz/L. Noronha
The meeting adjourned at 6:57pm.