

**BOARD OF DIRECTORS
MEETING # 11 (2017-2018)
August 13, 2018
In Person**

H. Dwinnell – **Recording Secretary**

Present:

D. Thompson
T. Barker
M. Brown
D. Leckie
P. Legault
B. Seawright

Staff:

J. Vadeika
H. Dwinnell

Absent:

C. Atkinson

ITEM	ACTION
<p>11-2018:01.1 CALL TO ORDER D. Thompson called the meeting to order at 10:10am. D. Thompson welcomed everyone to the meeting and outlined the schedule for the day.</p>	
<p>11-2018:02.1 APPROVAL OF AGENDA MOTION: M. Brown/D. Leckie To approve the agenda with the addition of Nominations Committee Report and Audit update from Finance Committee.</p> <p style="text-align: right;">CARRIED</p>	
<p>11-2018:03.1 APPROVAL OF JUNE 5, 2018 BOARD MINUTES MOTION: B. Seawright/D. Leckie To approve the June 5, 2018 Board of Director minutes.</p> <p style="text-align: right;">CARRIED</p> <p style="text-align: right;">M. Brown abstained as he was not at June meeting</p>	
<p>11-2018:04.1 BOARD REPORTS Policy and Planning Committee MOTION: M. Brown/P. Legault To approve the Anti-Doping Policy 2018 and Screening Policy 2018, as recommended by the Program Policy Committee.</p> <p style="text-align: right;">CARRIED</p> <p>D. Thompson asked for clarification on Ministry requirements for VSCs and Police Record Checks. Clarification was provided by J. Vadeika that the Ministry requires a “screening policy” as has been approved that is also supported by our screening procedures. Our policy and procedures have been developed based on our review of recommendations of best practices within the industry as well as the Responsible Coaching Movement of the Coaches Association of Canada.</p>	
<p>11-2018:05.1 OTHER BUSINESS 2018 Swimming Canada AGM</p>	<p style="text-align: right;">M. Brown</p>

The Board assigned B. Seawright and M. Brown as Swim Ontario's delegates at the SNC AGM, each carrying 3 votes. D. Thompson would also attend. H. Dwinnell will submit Registration form to SNC.

B. Seawright

H. Dwinnell

11-2018:05.2

Swim Ontario Conference and AGM

Board members were reminded to submit:

- Updated Board Profile (to be included in the Annual Report)
- Committee Reports (to be included in the Annual Report)
- Nominations for the Gord Noddle and Friend of Swim Ontario Awards
- Intention of attending Conference weekend and Hall of Fame dinner

11-2018:05.3

Nominations Committee

P. Legault reported that the following nominees for the 2018 Board of Directors elections:

- Anne Bell
- Eli Erlikhman
- John Gerrard
- Wahad Mirjan
- Laura Parker
- Chris Salvador
- Carlos Sayao
- David Shemilt

11-2018:05.4

Finance and Audit Committee

B. Seawright reported that the Finance and Audit Committee had approved the draft March 31, 2018 Audit. Copies of the draft audit to be distributed to the Board.

B. Seawright

11:2018:06.1

Recess until 2:45

The Board and Executive Director received the Move Us Forward Project presentation followed by a Q&A session with consultant Rose Mercier and Steve Norris.

11:2018:07.1

In-Camera session Board Only

11:2018:08.1

Next Meeting

Friday September 21, 2018 - 6pm – at Marriott Toronto Airport Hotel

11:2018:09.1

Adjournment

MOTION: T. Barker

To adjourn.

Ended at 4:30pm



POLICY MANUAL

Section	Organization	Policy #	O-010
SUBJECT	Accountability & Transparency	Effective	April 2018
Authorized by	Board of Directors	Revised	2011

Policy Statement - This policy envisions a Canadian culture of ethical, doping-free sport.

The Canadian Policy against Doping in Sport-2011 (CPADS-2011) is guided by the fundamental commitment to safeguard the integrity and values of sport and to protect the health of individuals from the unethical practice of doping.

The CADP is a set of rules with respect to the use of prohibited substances and methods in sport adopted by national sport organizations (NSO) and multi-sport organizations (MSO) that serves to protect the integrity of sport and the rights of clean athletes.

The CADP is compliant with the [World Anti-Doping Code](#) (Code) and its six [International Standards](#) dealing with various technical areas along with their associated Technical Documents.

Organizations, athletes, athlete support personnel and other persons belonging to sport organizations that have adopted the CADP accept these rules as a condition of participation in sport and agree to be bound by these rules.

Sport organizations and individuals have significant roles to play in building and fostering a doping-free sport environment. In doing so, it is understood that participation in sport entails respect for the values and rules of sport, including those related to anti-doping. In Canada, the Canadian Centre for Ethics in Sport (CCES) – an independent not-for-profit organization – administers the Canadian Anti-Doping Program (CADP). The CADP describes how the Code compliant anti-doping program is implemented.

Swim Ontario role is to provide:

- Leadership and program delivery, including through the use of funding sanctions, that reinforce doping-free sport within their jurisdictions, with a primary emphasis on education;

- Coordination with our national sporting federation on anti-doping efforts;
and
- Encouragement of the sport community to collaboratively engage in promoting and working towards doping free sport.



POLICY MANUAL

Section	ORGANIZATION	Policy #	O-011
SUBJECT	RISK MANAGEMENT	Effective	April 2018
Authorized by	Board of Directors	Revised	

Screening

Swim Ontario has a duty of care to protect and not place at unreasonable risk its staff, titleholders and third parties. In meeting this responsibility, Swim Ontario must be confident that all members and registrants and those involved in sanctioned events meet the highest standards of integrity and suitability so that the swimming community is satisfied it has minimized the risk of an unsafe environment.

The purpose of screening is to identify individuals who may pose a risk to Swim Ontario, our member clubs and its participants in the course of the individual's involvement in such programs, activities and events.

Swim Ontario has a duty of care to protect and not place at unreasonable risk its most precious resource...the swimmers. Any organization working with vulnerable people must assume the responsibility of screening. It is essential to develop a screening policy and subsequent procedures that meets the needs of our organization. Screening is an ongoing process designed to identify any person whether paid, or unpaid, volunteer or staff, who may harm children, youth or other vulnerable persons.

Swim Ontario understands that the screening of identified Individuals is a vital part of providing a safe sporting environment and has become a common practice among sport organizations that provide programs and services to the community.

Definitions

1. The following terms have these meanings in this Policy:
 - a. "Organization" – Swim Ontario
 - b. "Individuals" – All categories of membership defined in the Organization's Bylaws, as well as all individuals employed by, or engaged in activities with, the Organization including, but not limited to, athletes, coaches, IST personnel, officials, volunteers, directors, committee members, officers, team managers, medical and paramedical personnel, administrators, and employees of the Organization

- c. “Police Record Check” – A search of the RCMP criminal records database to determine whether the individual has a criminal record (PRC)
- d. “Vulnerable Sector Check” – A secondary part of the Police Record Check, for individuals who are volunteering in a vulnerable sector (such as with minor athletes or with persons with a disability), which also searches for the existence of any pardoned sex offenses and/or charges (VSC)

Application of this policy

This Policy applies to all individuals, as identified and defined by the Organization, whose position with the Organization is one of trust or authority which may relate to, at a minimum, finances, supervision, young people, or people with a disability.

- 2. Not all Individuals associated with the Organization will be required to undergo screening through this Policy because not all positions pose a risk of harm to the Organization or to its participants.
- 3. The Organization, at a minimum, has determined the following “Screening Procedures” as per the Swim Ontario Procedure document will be applied;
 - a) Security Screening Checks for Swim Ontario, SO Board/Volunteers & SO Staff
 - b) Screening – Club Personnel
 - c) Screening – Sanctioned Events Photography
 - d) Any other Individual, as identified by the Organization