

**Wheelchair Basketball Canada**  
**Annual General Meeting**  
**Minutes**

September 28, 2021

1:00 PM EST via teleconference

Kathy Newman welcomed everyone to the AGM teleconference call and outlined the protocol that would be used during the meeting.

**1 Call to Order & Welcome**

1.1 Roll Call

BCWBS – Sian Blyth (2)

WSA – Jen Sales (2)

SWSA - Andrea Muir (2)

MWSA – Peter Tonge (2)

ONPara Network – Josée Matte (2)

ParaSport Québec – Anne-Renée Thibault (2)

Parasport New Brunswick - Sally Hutt (2)

Parasport and Recreation PEI - Tracy Stevenson (2)

NFLD – Raeleen Baggs (2)

Board Director – Mike Longo (1)

Board Director – Carrie McKay (1)

Board Director – Thomas Soulliere (1)

President – Kathy Newman (1 – in case of a tie)

Non-Voting:

Executive Director - Wendy Gittens

Program Coordinator – Sean Liebich \* Minutes

Communications Manager – Dhiren Mahiban

Fundraising and Events Manager – Shelley Levoy

High Performance Director – Jeff Dunbrack

Executive Director ONPara Network – Doug Hannum

Regrets:

Edward Byers – Board Director

Brandon Wagner – Athlete Representative

Nova Scotia

Total number of votes = 22

## **2 Agenda**

- 2.1 Additions to Agenda  
No additions were made
- 2.2 Approval of the Agenda

**MOTION:** Accept the agenda as presented.

Moved: Jen Sales Second: Andrea Muir

Carried

## **3 Minutes**

- 3.1 Approval of Minutes

**MOTION:** Accept the 2020 AGM minutes as presented.

Moved: Raeleen Baggs Second: Sally Hutt

Carried

- 3.2 Business Arising from Minutes

No business arising from minutes.

## **4 Reports**

- 4.1 It was noted all reports aside from the financial report would be deferred until the Member's Meeting.

Kathy acknowledged the work of the Men's and Women's teams in the Tokyo 2020 Paralympics as well as the HP staff. Highlighted work of the Board of Directors (BOD)

- Ensuring wheelchair basketball was part of the programme for the Paris 2024 Paralympics, which has now been achieved.
- Implementing an effective governance structure, setting up various committees (including: strategic planning, diversity, equity and inclusion, risk management, nominations, etc).
- Reviewing policies and committee terms of reference.
- Strategic Planning – Pillars: Growth, Sustainability, and Excellence.
- Exploring win-win opportunities with Canada Basketball.
- Focus in the fall will shift to World Wheelchair Basketball Championships in 2026.

Kathy thanked the WBC staff and member organizations.

Wendy acknowledged and thanked the staff for all of their work.

- WBC HP program focused on providing a safe and healthy environment for Tokyo preparation. A debrief and comprehensive review is being conducted post Tokyo. Emphasis and focus on

recruitment and Next Gen in next plan. The results from the review will be implemented into the Strategic Plan.

- Marketing and Communications, shuffling of responsibilities. Addition of Dhiren as our Digital and Communications Manager. Coverage of the Tokyo Games very successful. Continued focus on digital content and story-telling as we move forward. Partnership relations with Toyota, Hooper Law, Hollister and Sunrise Medical ongoing. Highlight during the Games with Toyota Drive inside campaign, and the Toyota Wave.  
On the fund development side, contracting grant writers and successful in getting a Jumpstart grant.
- Domestic, safe sport initiatives and SDRCC relationship ongoing. Gender equity audit, plan and pilot of work with BCWBS, Canadian Women and Sport and SIRC. Return to competition – we need to get back on court. Hopeful to host events this spring and get back on court. Communication continues to be a focus – club town halls.

Wendy thanked the board for guidance and leadership. Thanked the staff for passion and commitment.

## 4.2 Finance and Administration

Wendy spoke to the audited financial statements and the Income Statement, noting there was deferred revenue from Sport Canada. WBC obtained Covid relief money. Surplus due to underspend on Sport Canada funding. Received Covid relief funding which was spent prior to Sport Canada funding.

### 4.2.1 Appointment of Auditors

**MOTION:** Retain the firm of Ouseley, Hanvey, Clipsham and Deep LLP as the auditors for 2021-2022.

Moved: Andrea Muir Second: Sian Blyth

Carried

**MOTION:** Accept Finance Report

Moved: Sian Blyth Second: Raeleen Baggs

Carried

## 6 New Business

The annual member's meeting will take place in the coming months and it was discussed that the elections will take place at that time. Ed and Thomas are up for re-election. The BOD is seeking someone with financial experience to appoint as a Director.

**MOTION:** To defer the elections of the Board of Directors to the Members Meeting virtual/in person, date TBD.

Moved: Sally Hutt Second: Jen Sales

Carried

**6 Closing**

Kathy thanked everyone for attending the call.

**MOTION:** To adjourn 2021 AGM. Moved: Sally Hutt Second: Mike Longo  
Carried