



Our Mission: *To bring our country together under one Triathlon Canada Nation, with a focus on achieving excellence at all levels.*

Our Core Values: *Trust. Integrity. Excellence*

**Board of Directors Meeting
Minutes of the Meeting of June 12, 2025**

Call to order: A call of the Board of Directors of Triathlon Canada was held using video conferencing on June 12, 2025. The meeting convened at 12:00 PT with President Peter McCrory presiding and Finance, Governance, & Operations Coordinator Emma Robertson recording minutes.

In Attendance:

Peter McCrory, President
Amy Henderson, Director
Ashley Sceviour, Director
John Yip, Director
Joy Weismiller, Director
Peter Kozik, Director
Sasha Beck, Director
Phil Dunne, CEO

Regrets:

Trevor Penner, Director

1. Call to Order

- a. Welcome
- b. Confirm Quorum
- c. Declaration of Conflict of Interest
- d. Adoption of Agenda

P. McCrory welcomed the board, calling the meeting to order at 12:04 PT. Quorum was confirmed, and no conflicts were declared.

Motion: Be it resolved that the agenda be adopted without adjustments.

Moved: J. Yip

Seconded: A. Sceviour

All in favour. Approved.

2. Consent Agenda

- a. Approval of Minutes of the meeting of April 10th, 2025
- b. Written Certificate of CEO and Director Operations

J. Weismiller noted adjustments to be made to the minutes, including adding her to the attendees and adjusting the adjournment.

A. Henderson exited the meeting at 12:07 PT.

Motion: Be it resolved that the minutes from April 10th, 2025, be adopted as presented with adjustments.

Moved: J. Yip

Seconded: A. Sceviour

All in favour. Approved.

3. Reports

a. CEO & Management Report – P. Dunne – Report Attached

b. Finance Committee - P. Kozik – Report Attached

c. Human Resources Committee – P. Kozik – Report Attached

d. Nominations Committee – J. Weismiller – Report Attached

e. Governance Committee – A. Sceviour – Report Attached

P. McCrory confirmed that all the reports were circulated and opened the table for discussion. J. Yip and P. Dunne discussed the Age Group camp and the potential growth opportunity, as camps are profitable and well received. P. Dunne explained plans to expand camps based on positive feedback from the participants.

A. Henderson re-entered the meeting at 12:17 PT.

4. Old Business

a. Risk Registry – P. Dunne/A. Sceviour

A. Sceviour and P. Dunne confirmed there are no updates or changes to be reported.

b. Safe Sport registry – P. Dunne

P. Dunne reported that there is one ongoing OSIC case where provisional measures were applied, explaining that if there is no confirmed conclusion by June 30th it will be deemed concluded. He also relayed that the case outstanding with the independent third-party investigation is concluded and the confidential report is expected mid-June.

c. PSO Engagement – P. McCrory

P. McCrory provided an update on the next meeting scheduled for June 24th with PSO Presidents and Executive Directors confirming that the main topics are going to be membership fee adjustments and establishing an Athlete Committee.

d. AGM Update – P. McCrory/P. Dunne

P. McCrory confirmed that the invitation was sent in both official languages to the Members and that the scrutineer were confirmed. P. Dunne also confirmed that the audit is underway and progressing.

e. World Triathlon Update – P. McCrory

P. McCrory reported that the new Secretary General, John Wyatt, was selected and is expected to be starting in either August or September.

f. Proposal to Address the Gender Inclusion Policy – A. Sceviour

A. Sceviour explained that the Governance Committee has put forth a proposal to form a sub-committee to address the Gender Inclusion Policy, led by her, to review the current position statement, current national and international guidelines as well as solicit board and stakeholder feedback. She confirmed that this sub-committee would include board members, athletes, technical officials, and staff. S. Beck volunteered to join the sub-committee. P. McCrory noted that the Triathlon Alberta should be consulted early due to recent provincial legislation.

g. Sport Canada Funding – P. Dunne

P. Dunne confirmed that there is going to be a 6% reduction in Sport Canada core funding for FY26. He shared that concerns were raised by the NSO Summer Caucus regarding the delay in communication of the allocation and the impact this has may have on all operations. It was decided that the Finance & Audit Committee will convene in July once confirmation of the contribution agreement is received from Sport Canada.

h. Athlete Committee – S. Beck

S. Beck explained that there were a few small changes made to the Terms of Reference including shifting the nominations date to February to align with national team selection timelines. A. Sceviour suggested an amendment to the introduction to clarify that this committee is targeted towards high performance athletes at this time with an intention to integrate age-group athletes in the future. It was agreed to rename the committee to the High Performance Athlete Committee for the purposes of clarity.

Motion: Be it resolved that the High Performance Athlete Committee Terms of Reference be approved with amendments to the preamble and committee name.

Moved: J. Yip

Seconded: J. Weismiller

All in favour. Approved.

i. Strategic Plan Update – P. Dunne

The draft Strategic Plan was presented by P. Dunne, requesting board feedback. The board discussed the plan, including clarifying Triathlon Canada's role in youth programming, considering the use of the word stakeholders, and broadening language to reflect PSO members and youth athletes.

Motion: Be it resolved that the Strategic Plan 25/29 be approved with adjustments as discussed.

Moved: A. Henderson

Seconded: J. Yip

All in favour. Approved.

5. New Business

a. Motion to Approve Discipline and Complaints Policy – A. Sceviour

A. Sceviour reported that her, P. Dunne, and the independent third party have reviewed the policy to ensure that it has been updated to align with the CSSP requirements and that it was then approved by the Governance Committee.

Motion: Be it resolved that Discipline and Complaints Policy be approved without adjustments.

Moved: J. Yip

Seconded: A. Henderson

All in favour. Approved.

b. Membership Fee Update – P. Dunne

P. Dunne presented the proposal for increasing the annual membership fee for adults and kids and youth. He presented the historical context with regards to the membership fee, the planned consultation process with the PSOs and the recommendation for motion at the 2025 AGM.

c. Nominations Committee – J. Weismiller

A. Sceviour and S. Beck recused themselves from the meeting at this time due to a conflict of interest. J. Weismiller provided an update on the Nominations Committee regarding the applications that had been received for the upcoming election. Due to time constraints, the motion was not moved.

6. Comments and Announcements

a. 2025-2026 Board Committee Meeting Schedule

The board committee meeting schedule was circulated.

b. Board Meeting Survey

The board was given a meeting survey reminder.

7. In Camera

A. Sceviour and S. Beck rejoined the meeting and P.McCrory moved the meeting in-camera at 1:25 PT for the remaining time.