



**PACM Annual General Meeting
Thursday, May 20, 2021**

Present: Stephanie Jeffrey; PACM Chair, Manitoba Fitness Council
Samantha Anderson; Manitoba Possible
Terry Grey; City of Winnipeg, Community Services
Kyro Harris; Sport Manitoba
Kristine Hayward; WRHA
Neil Johnston; Lung Association – Manitoba
Brian McMillan; PHE Manitoba
Shane Ray; Recreation Manitoba
Raquel Saniuk; Fit Kids, Healthy Kids
Krystle Seymour; PHE Manitoba
Andrea Smith; University of Winnipeg
Mark Spencer; Dakota CC
Emily George; Sport Medicine and Science Council
Karin Whalen; Active Aging in Manitoba
Chantal Young; Directorat de l'activite sportive
Roy Mulligan; PACM Coordinator

1. **Welcome** – Stephanie welcomed all participants and provided some direction on the operation of the online meeting

2. **Review agenda for the 2021 AGM**

Motion “That the agenda for the 2021 Annual General Meeting of the Physical Activity Coalition of Manitoba be approved as presented”

Moved by: Stephanie Jeffrey **Seconded by:** Neil Johnston

Motion carried

3. **Review minutes of Sept 29, 2020 Annual General Meeting**

Minutes were reviewed:

The election of 2 Executive members occurred at the meeting but were unable to be fulfilled; the filling of the vacant Executive positions was ratified at the January 2021 PACM membership meeting

There were no additional formal pending items from the agenda

Motion: That the minutes of the 2020 Annual General Meeting of the Physical Activity Coalition of Manitoba be approved as presented

Moved by: Stephanie Jeffrey **Seconded by:** Neil Johnston

Motion carried

4. Executive Committee Report

Impact of Pandemic on PACM Operations - All PACM membership and Executive meetings have been held online since summer 2020; Since August 2020 PACM has continued to operate with the part time PACM coordinator, following a 4 month hiatus; Some long term member organizations were unable to renew their usual memberships due to the financial impact of the pandemic; PACM was without a web site for a period of 3 months in late summer/early fall 2020. A new website host and newly developed website with additional functionality including memberships, event registration, newsletter production and circulation came online early November 2020.

A Common Vision for Increasing Physical Activity and Reducing Sedentary Living in Canada: Let's Get Moving – the six successful national project proposals were announced in November 2019 but have not yet be implemented due to pandemic; PACM will monitor to determine opportunities for involvement.

General Membership Meetings – January 2021 – the membership meeting provided updates on PACM and member activities as well as presentations on *Prescription to Get Active* by Stephanie Jeffrey. PACM Executive positions were ratified; Kylo Harris, Sport Manitoba; Krystle Seymour, PHE Manitoba; and Karin Whalen, Active Aging in Manitoba.

Recreation Manitoba Partnership - PACM entered into a program partnership with the Recreation Manitoba online conference in March. As part of the partnership PACM members were invited to attend the closing Keynote address at the conference

Dr. James Makokis and Anthony Johnson “*Building on Indigenous Values to Generate Success*”. PACM was provided with a booth at the virtual tradeshow as well.

PACM Membership - the “Community of Physical Activity Champions” is comprised of 23 coalition, network and associate members and government partners. Several new member organizations were welcomed, unfortunately a couple of former member organizations were unable to renew.

Manitoba Physical Activity Action Plan (MPAAP) Evaluation Report - In 2016 an evaluation plan was developed for the MPAAP. The evaluation sought to understand progress toward three outcomes:

- Increased knowledge, capacity and access to PA evidence and research among members to align with and support new and existing PA efforts
- Shared understanding and commitment to PACM and MPAAP goals
- Task group engagement and accomplishment of identified activities to support PACM and MPAAP goals

The evaluation plan covered the period from fall 2016 to fall 2020. Surveys of PACM members and stakeholders occurred in 2016, 2018 and 2021. This information was compiled and analyzed along with various indicators tracked since 2016.

Generally speaking, the evaluation showed that while members and stakeholders strongly support the goals and activities of MPAAP, the sense of effectiveness was somewhat lower as was the overall participation in PACM activities over time. Membership in PACM has remained relatively static since 2016.

The evaluation report is available on the PACM website.

5. Task Group Report

Healthy Public Policy – the task group started in fall 2017 developing goals, a work plan and implementation strategy. Initial steps focused on obtaining input on the current state regarding policies and procedures to reduce barriers to physical activity and service providers related needs including a survey in 2019. As task group membership declined, the PACM Executive assumed responsibility in 2019. The human and financial resources required to fully implement the work plan were not available and steps were taken to identify some practical related activities that could be

undertaken including developing an online resource *Reducing Barriers to Physical Activity* and a series of webinars in Feb to June 2021. It has been determined that PACM will now shift its focus to another goal “Connecting people to physical activity opportunities.”

Prescription to Get Active – this is a national program to get people more active by having primary health professionals providing prescriptions for limited free access to physical activity opportunities and online supports. While initiated over a year ago the pandemic has impacted development and implementation. There is a national website with resources to support the program and participants. A Manitoba chapter has been established. PACM is intending to work with this program as a directed approach to connect people to physical activity. More information will be shared as this program is further developed in Manitoba.

6. Financial Reports - 2020/2021 Financial Report

See attached financial report.

Membership revenues were down somewhat as some organizations were unable to support a membership because of pandemic impacts.

Expenditures were down for the PACM coordinator as PACM temporarily suspended operations for several months. The website costs were up slightly as a new website with increased functionality was developed.

Motion That the 2020-2021 financial report be accepted as presented.

Moved by: Kylo Harris

Seconded by: Krystle Seymour

Motion carried

2021/2022 Budget

See attached budget.

The budget projects a return to more usual level of membership revenues. The Provincial Grant has been confirmed for the 2021 – 2022 fiscal year.

Expenditures are expected to reflect a complete year’s operation once again with the PACM Coordinator being in place for the year.

Motion That the 2021 – 2022 budget be accepted as presented

Moved by: Stephanie Jeffrey **Seconded by:** Krystle Seymour

Motion carried

7. Proposed 2021/2022 PACM Workplan

Each year PACM develops a workplan that reflects the work of the Executive, the working groups and the coordinator.

The 2021/2022 PACM Workplan objectives and action steps will focus on:

- Promote and support the implementation of the Manitoba Physical Activity Action Plan MPAAP including Connecting People to Physical Activity; Common Vision document followup; tracking evaluation indicators
- Continue implementation of PACM Review Recommendations around the PACM Model, Governance & Membership
- Enhance membership and partnerships that support collaboration and networking locally, regionally, provincially and nationally - includes membership meetings; membership recruitment & retention; and ongoing collaboration
- Communication & Knowledge Sharing – through website, newsletters, educational and information sessions

The workplan will be posted on the PACM website.

8. Call for Nominations for the PACM Executive Committee

PACM was seeking nominations for one at large position (two year term) with the Executive Committee. One nomination was received – Neil Johnston, Lung Association

Motion: To accept the nomination of Neil Johnston for a two year term on the PACM Executive Committee

Moved by: Krystle Seymour **Seconded by:** Karin Whalen

Motion carried

9. Coalition Announcements

Lung Association – Lungtivity program is being rolled out; Lungs for Life – an education program on vaping for grades 5 to 8; involved with a provincial tobacco reduction initiative planning a Summit on Oct. 28th, 2021, contact Neil if organization interested in involvement

Sport Manitoba – Janet McMahon is new President and COO; Pat Kirby is new Director of Sport; working on Return to Play protocols and interpretation of public health orders for sports; Staff are providing more population specific supports – Iris-Indigenous population; Meghan- Safe Sport; Amanada – Parasport, Newcomers & Women & Sport; doing more gender equity and anti-racism work; looking at equity and diversity internally

Active Aging in Manitoba – 55+ Games will be June 14 – July 16 with a focus on individual virtual participation rather than provincial competition; working with New Horizons on an initiative to reduce social isolation of Winnipeg seniors including an active component; planning for Active Aging Week Oct 4 – 11, 2021 showcasing activity in communities

Manitoba Possible – planning for summer camps and virtual adult programs pending pandemic restrictions

Fit Kids Healthy Kids – planning for summer programs and support; lots of programs outdoors; providing training for summer program staff

Directorat de l'activite sportive – focus on French sport and physical activity; planning for summer camps; have new partnership with Seven Oaks School Division; have new strategic plan being implemented

Recreation Manitoba – have a new strategic plan with a planned fall launch; going through governance, program and service review; participating in Canadian Parks and Recreation Association Re-imagining Recreation initiative; moving lots of training online

Winnipeg Regional Health Authority – have been contributing to the City of Winnipeg Recreation Strategic Plan; promoting the CFLRI free evaluation course; reconnecting with organizations and related staff

Dakota Community Centre – lots of program plans pending pandemic restrictions – beach volleyball league; summer camps; sport and family programs; planning for additional facility development

Sport Medicine and Science Council – their AGM is June 15th at 6pm; Concussion work group makes concussion workshops available on request; working on partnership with the WRENCH around bike helmets use and bike safety; have a substance use initiative – Kicking It – starting in June; open to requests for training

City of Winnipeg, Community Services – program planning for summer; potential for a mobile van play program in North area

PHE Manitoba – working with Manitoba School Boards and Manitoba Education on a safety in schools document; held AGM on May 19th – all board positions filled; working with Antiracism in Sport initiative to promote in schools; had a February workshop with the Manitoba First Nations Education Resource Centre; the annual PE professional development day will be held in October – contact Krystle if interested in participating or presenting; willing to share information with their provincial network

Manitoba Fitness Council – working on getting some pandemic related funding relief for gyms with the Manitoba Chamber of Commerce; recently had a new website developed; have some webinars upcoming including Motivational Interviewing May 31, 2021

University of Winnipeg – courses will continue to be held online in the fall; where face to face course work is required health protocols are in place

10. **Presentation: LUNGtivity program** – Presented by Andrea Smith, University of Manitoba – the program is a partnership between the Lung Association, the Wellness Centre and Manitoba Fitness Council; it is a community based group exercise program for participants with lung disease; information on the program is available on the Lung Association website <https://mb.lung.ca/programs/lungtivity.html>
11. **Adjournment** - Stephanie thanked everyone for participating in the meeting. Meeting was adjourned.

PACM	2020-2021		2021-2022
	Actual		BUDGET
REVENUES			
Membership	\$ 2,350.00		\$ 3,000.00
Provincial Grant	\$ 15,200.00		\$ 15,200.00
Surplus Provincial Grant			
Surplus - carry forward PACM	\$ 6,689.72		\$ 9,462.19
Total Revenues	\$ 24,239.72		\$ 27,662.19
EXPENDITURES			
Administration Expenses	\$ 710.00		400
Printing			600
Telephone			1500
Website	\$ 1,127.00		1000
Meetings and refreshments			2000
Travel (Air/Accom/meal)			0
Admin Fee to Host Org	\$ 3,450.00		3450
Speaker Fees			0
Sponsorship- Recreation			
Connections	\$ 1,050.78		1000
Salaries/ Contractor	\$ 8,439.75		\$ 10,000.00
Total Expenditures	\$ 14,777.53		\$ 19,950.00
EXCESS (DEFICIT)	\$ 9,462.19		\$ 7,712.19