



PACM Annual General Meeting

Minutes of Meeting

Wednesday, June 25<sup>th</sup>

9:00 a.m. – 11:00 a.m.

Meeting Room 4, Wellness Institute

**Present:**

Jim Evanchuk (Co-Chair, PACM)	Active Living Coalition for Older Adults Manitoba
Casie Nishi (Co-Chair, PACM)	Wellness Institute
Cory Jackson	PACM
Debbie Nelson	Manitoba Health, Healthy Living and Seniors
Lisa Baldwin	Heart and Stroke Foundation in Manitoba
Jessica Jaques	Manitoba Health, Healthy Living and Seniors
Beatrice Davidson	Manitoba Health, Healthy Living and Seniors
Jocelyn MacLeod	Manitoba Children and Youth Opportunities
Liz Harland	CancerCare Manitoba
Jackie Avent	Green Action Centre
Amanda Daurie	Sport Manitoba
Joannie Halas	University of Manitoba
Angela Hildebrand	YMCA-YWCA of Winnipeg
Ethel Hook	Alliance for the Prevention of Chronic Disease
Roy Mulligan	Recreation Connections Manitoba
Paul Paquin	Manitoba Education and Advance Learning
Erin Patton	Physical Activity Promotion
Krystle Seymour	Manitoba Physical Education Teachers' Association
Amy Young	Manitoba Health, Healthy Living and Seniors
Michelle Meade	Winnipeg Regional Health Authority
Sarah Prowse	Winnipeg Regional Health Authority
Kristine Hayward	Winnipeg Regional Health Authority

Casie Nishi, Co-Chair PACM, welcomed everyone and introductions were made.

**1. Motion: To approve the agenda for the 2014 AGM**

**Moved: Jackie Avent**

***Motion Carried***

**2. Debbie Nelson, Executive Director of Healthy Living and Healthy Populations Branch within the Department of Manitoba Health, Healthy Living and Senior, brought greetings from the Province**

**3. Motion: To accept the minutes of June 5, 2013 Annual General Meeting**

**Moved: Lisa Baldwin**

***Motion Carried***

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4. Jim Evanchuk, Co-Chair PACM, provided the Executive Committee Report
  - a. **Active Canada 20/20 National Gathering:** Jim Evanchuk represented PACM at the Active Canada 20/20 Gathering in May 2013 in Fredericton, New Brunswick. With over 100 delegates from across Canada, Jim was one of 6 delegates from Manitoba. The National Gathering was an opportunity to create momentum across the country to set national priorities for collective action for the Active Canada 20/20 Physical Activity Strategies and Change Agenda and at a provincial level, to commit and develop strategies that align with Active Canada 20/20 (i.e. MPAAP)
  - b. **PACM implemented a number of different strategies to promote regular physical activity across the lifespan:**
    - At the October 2013 PACM General Membership Meeting the 2013 Active Healthy Kids Canada Report Card was the focus. "Improving the Grade" panel presentations were made by Jennifer Cowie Bonne, CEO, Active Healthy Kids Canada, Jackie Avent, Green Action Centre and Sarah Prowse, WRHA. The panel presentation was followed with facilitated discussion on how we can help improve the grade and get more kids moving here in Manitoba.
    - PACM partnered with Green Action Centre and hosted a webinar on the 2013 AHKC Report Card.
    - This past year PACM circulated an E-newsletter on a monthly basis and updated the PACM website to include news, events, resources from a local, provincial and national perspectives.
  - c. **Partnered with The Play Exchange and Active Healthy Kids Canada as the designated Provincial NGO to promote and support these national physical activity initiatives.**
  - d. **Renewal of the Manitoba Physical Activity Action Plan**
    - Although the evaluation of the 2002 Manitoba Physical Activity Action Plan was not fully realized, PACM did undertake a review of the 2002 Plan which included organizing 3 focus groups (Physical Activity/Physical Education, Active Transportation, Recreation Leadership) as well as scouring through PACM files (from over the past 10 years) to record activities, events and resources that were inspired by the 2002 Plan.
    - The primary focus for PACM this past year has been on the revising and renewing the Manitoba Physical Activity Action Plan in order to help set priorities and direction for PACM in the coming three – five years. The review or engagement process included:
      - Taking stock of what is happening at the National and Provincial level
      - Engaging members and supporters in soliciting their input into a renewed Plan through the focus groups, online survey and the one day "Moving Forward Together Summit" held on February 25<sup>th</sup>, 2014 at the Victoria Inn Winnipeg.
5. Financial Reports
  - a. Casie reviewed the 2013/2014 Financial Actuals for PACM Administration and PACM Project:
    - It was noted that these financial statements are not audited; that the statements are an overall review of revenue and expenses.

- Project Actuals:
    - Manitoba Healthy Living and Seniors supported PACM with project funding in the amount of \$15,000
    - Project expenses were under budget largely due to the support (in kind contribution) of Health in Common in the facilitation of the engagement process undertaken for the MPAAP
  - Administration Actuals:
    - Revenue: No membership fees were collected in 2013/2014
    - Expenses: Within budget projections
- b. Casie reviewed the 2014/2014 Proposed Budgets for PACM Administration and PACM Project:
- Administration: Anticipate an increase in revenue as PACM is projecting membership revenue
  - Expenses: Costs associated with the administration of the website and hosting the PACM general membership and annual general meetings

*See detailed Financial Reports/Statements in Appendix A*

6. **Motion: To accept the PACM financial reports for 2013/2014**

**Moved by: Sarah Prowse**

***Motion Carried***

7. **Motion: To accept the PACM proposed budgets for 2014/2015**

**Moved by: Jackie Avent**

***Motion Carried***

8. Report on “The Power to Move Kids” Global Summit (May 2014) and the 2014 Active Healthy Kids Canada Report Card

- a. Jackie Avent, Green Action Centre, reported on her experience at the Global Summit (May 19 – 22, 2014 Toronto) having been selected as the PACM representative to attend this international event
- b. Jackie also provided a brief review of the findings of the 2014 AHKC Report Card and National launch

9. Elections for PACM Executive Committee

- a. Jim Evanchuk reported that the elections for Executive Committee members will be deferred to the Fall General Membership Meeting and encouraged members to consider supporting the work of PACM by putting their name forward when the Call for Nominations is made.

10. Call for Host Organization (2015 – 2017)

- a. Jim Evanchuk indicated that the Wellness Institute and ALCOA-MB two year term as the PACM host organization will end in the Spring of 2015.
- b. A Call for a new Host Organization will be made in the months ahead.
- c. Co-chairing PACM is a viable option (i.e. Wellness Institute and ALCOA-MB) . . . all PACM members are being asked to consider taking on the role of host organization. If there are concerns you cannot do it alone, consider sharing the responsibility with another organization.

- d. A host organization(s) must be a member in good standing hence the Call for a new Host Organization will be made after the PACM membership campaign.

11. PACM Membership

- a. PACM membership is important in uniting professionals, practitioners and volunteers to build the swell of support to achieve a positive change in the physical activity among Manitobans. As a coalition, we have been able to influence change through the commitment, leadership and resources of our members.
- b. **As a member of PACM, you can:**
  - Network and share information through general meetings, task groups, committee work, presentations, PACM website and/or Enews.
  - Promote an increase in physical activity in Manitoba
  - Minimize duplication and support the work and common goals of PACM members and supporters
  - Create partnerships that draw from the strength and capacity of member organizations
  - Voting privileges at the Annual General Meeting and General Membership Meetings
- c. In the weeks ahead, coalition members and supporters will receive a letter inviting you to either to renew your membership and continue to support and promote the work of PACM . . . and if you are new to PACM to consider joining us and reap all the benefits that come with membership.

12. Manitoba Physical Activity Action Plan

Cory Jackson provided a review and update on the Engagement Process and the renewal of the Manitoba Physical Activity Action Plan (MPAAP). The renewed MPAAP will help guide the priorities and actions of PACM in the coming years and inspire PACM to continue to align our efforts to reach the common goal of increasing physical activity levels among all Manitobans.

The MPAAP includes (for details refer to the document):

- Guiding Principles
  - Collaboration and Partnerships (sector driven, sector owned)
  - Equitable Access
  - Evidence Informed
  - Sustainable Capacity Development
  - Leadership
- The MPAAP is fluid and invites periodic review and adjustments
- Goal of the MPAAP: To increase physical activity among Manitobans
  - Action Goal 1 . . . Forge Innovative Partnerships
    - Objective: Through ongoing leadership in knowledge exchange, and coordinated and collective action, support and galvanize innovative partnerships that promote and support physical activity for all Manitobans.
  - Action Goal 2 . . . Connect People to Physical Activity Opportunities
    - Objective 2a: To listen to and understand community need.
    - Objective 2b: To offer targeted, consistent messaging around the importance of increased physical activity, and promote awareness of existing physical activity opportunities

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- Objective 2c: To facilitate knowledge exchange of physical activity research, findings and practices among physical activity practitioners, with continued attention to understanding and addressing the varied barriers to physical activity.
- Action Goal 3 . . . Cultivate a Healthy Public Policy Environment that supports and encourages physical activity
  - Objective: To contribute to an evidence-informed public policy environment that supports and promotes increased levels of physical activity, considering factors at the individual, organizational, community and public policy level that influence behaviors of Manitobans.
- After the MPAAP review and update, attendees were asked to join the ‘action goal’ group that was mostly closely aligned with their organizations’ mandate and priorities. Within each of the two groups, participants were asked to provide feedback on the MPAAP, share what their organization is already doing in the action goal areas, who else should be part of this group identify possible next steps.
- Each group reported on the discussion that took place within their group and highlighted ideas for future consideration.
- MPAAP Task Groups will convene in September. An inaugural meeting will be called by the respective Chair or Co-Chairs. PACM members and supporters are encourage to participate on a Task Group that is most closely aligned with their organization or groups’ mandate.

**Comment [CN1]:** Should we mention who the chairs are? Or that we are looking for a chair?

Casie and Jim highlighted activities planned for 2014/2015 to include:

- Call for nominations to serve on the PACM Executive Committee
- Call for a new Host Organization
- PACM membership campaign
- General Membership meeting in the Fall (exact date, time and location to be determined)
- Overseeing the implementation of the Manitoba Physical Activity Action Plan including coordinating Task Groups aligned with each Action Goal.

Casie thanked everyone for their attendance and participation at the PACM AGM.

Meeting adjourned at 11:00 a.m.