



**EDMONTON COMBATIVE SPORTS COMMISSION  
FINAL  
MEETING MINUTES**

**June 8, 2020  
7:00 PM  
Google Meet**

The meeting was called to order by Chair Sandy Bugeja at 7:06PM.

**1. Roll Call, Recording of Attendance**

**Present:** Chair Sandy Bugeja, Vice Chair Daniela O'Callaghan  
Commission Members: Tye Babb, Andrew LeMoine,  
Trevor Kelly, Steven Phipps, Manav Deol  
Policy Writer, Linda M. Wood Edwards  
Executive Director, Troy Courtoreille  
Recorder Tracey Poberznick

**Absent with Regrets:** Andrew LeMoine

**2. Call for Requests to Speak from the Public**

There were no requests to speak.

**3. Adopt Agenda**

MOVED: That the agenda be adopted as presented. CARRIED

**4. Approve Minutes from Previous Meeting**

MOVED: That the May 11, 2020 minutes be adopted as presented. CARRIED

## **5. Introduction and welcome to new Commission member - Manav Deol**

The Commission welcomed their newest member, M. Deol, who provided a brief introduction and shared some details of his background.

## **6. Introduction and welcome to Policy Writer Linda M. Wood Edwards**

Linda Wood Edwards was introduced as the successful candidate for the policy writer position. She provided a brief overview of her background.

Thanks to T. Courtoreille for finalizing the contract with the policy writer!

## **7. Policy Review Project**

Policy writer, L. Edwards, will attend future Commission meetings and Policy Review Sub-committee meetings to report on her progress.

S. Bugeja, T. Babb and T. Kelly contributed to the development of the ECSC Appeal Policy (Directions to the Policy Writer). These instructions were shared with the Commission and provided to L. Edwards to create an appeal policy. This document has been cross referenced to make sure the instructions are consistent with the applicable bylaws. It addresses 13 key points that the Commission would like to include in the appeal policy.

The appeal policy will be developed in conjunction with other documents. S. Bugeja is drafting a script to facilitate the hearing process. T. Kelly is developing a proposed notice of appeal form. A resource document will also be created to guide an appellant through the process.

T. Courtoreille will participate in future Sub-committee meetings as required, and focus on consistency and alignment with the Commission's policies. D. O'Callaghan will coordinate meetings with L. Edwards, T. Courtoreille and the Sub-committee to work through the new policy. The policy writer will bring drafts to the Sub-committee meeting, make any revisions as required and then take them to the Commission for approval. D. O'Callaghan will distribute the deliverables chart from L. Edwards contract to the Commission for information.

MOVED: That the Commission turn over the ECSC Appeal Policy (Directions to the Policy Writer) document to the policy writer to draft the appeal policy with it.

CARRIED

The next Policy Review Sub-committee meeting has been rescheduled to Wednesday, June 24, from 6:30pm - 8:30pm, to discuss Policy 3. D. O'Callaghan will send an updated invite.

## **8. Items Arising from Previous Meeting**

### Covid-19

The Executive Director provided thoughts about what a successful relaunch looks like at a provincial and municipal level, and has reached out to the chief medical advisor for recommendations. T. Courtoreille has been receiving both local and international inquiries, but it is unlikely that there will be any event date requests before the end of the year. A policy amendment may be needed to meet new requirements put in place by health authorities. Procedures are being reviewed to determine if officials are able to do training online. Check in with the ABC to see how they are adjusting to things during the pandemic. Add COVID-19 as a standing item for the Executive Director.

### Initiatives Discussion

There are opportunities to push forward with some ideas discussed at the retreat. T. Babb talked about training resources and what that might look like. He discussed outreach to the fight community officials, physicians and staff. Some suggestions for outreach are health seminars, addressing extreme weight cutting and eating for sport. This could be done through a virtual meet and greet with competitors and possibly a guest speaker, building on what D. O'Callaghan started last year. The City can be used as a resource to look at how to engage the community. S. Bugeja offered to help T. Babb create a calendar of events and come up with two or three ideas to present to the Commission for review.

## **9. Executive Director Report**

The Executive Director reviewed the monthly report. He is looking into opportunities to network with people across the country during COVID-19 and reach out to other commissions to see how they are managing.

MOVED: That the written report from the Executive Director be accepted as presented.

CARRIED

## **10. Financial Statements – April 30, 2020**

It was noted that a \$250 per month expenditure was listed on the financial statements for Executive Director parking fees. T. Courtoreille confirmed that this cost is already covered by the City. He will track it to see how far back it goes and follow up to make sure it is removed from the Commission budget.

T. Courtoreille is requesting a full detailed report for the Policy Sub-committee expenditures to make sure the meetings and the work being done align with the proposed budget in the Annual Work Plan.

MOVED: To receive the April 30, 2020, Financial Statement as presented.

CARRIED

### 11. Chair Report

The Chair provided a verbal report.

S. Bugeja heard back from Kyle Cardinal regarding his funding request for Command training. Mr. Cardinal received a refund for his training expenses and hotel, as well as a credit for the flight. Approved funding from the Commission is no longer required.

MOVED: That the Commission increase the allotted amount for the policy writer from \$10,000 to \$10,500 to cover the GST.

CARRIED

S. Bugeja will connect with T. Courtoreille to set up an orientation for new Commission member, M. Deol.

MOVED: To accept the Chair report as presented.

CARRIED

### 12. Annual Work Plan 2020 - 2021

The updated Work Plan was provided by S. Bugeja.

### 13. Next Meeting - July 13, 2020

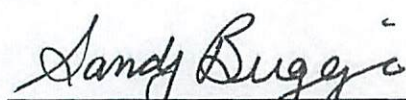
The next Commission meeting will be held on July 13, 2020, via Google Meet.

### 14. Adjournment


MOVED: That the meeting be adjourned.

The meeting adjourned at 8:22PM.

I certify that the preceding minutes represent an accurate account of the proceedings at the Commission meeting on June 8, 2020.

  
Sandy Bugeja, Chair

July 24, 2020  
Date

  
Tracey Poberznick, Recorder