

## 2011 WESTERN CANADA SUMMER GAMES

### CANOE/KAYAK TECHNICAL PACKAGE

Every Games' coach, manager, Sport Chairperson and Mission staff has an obligation to read and understand every aspect of the Technical Package. Failure to do so could cost an athlete his or her eligibility for the Games or could affect final standings or the conduct of the competition. If someone does not understand an aspect of a Technical Package, he or she is to seek clarification from the Technical Committee of the Western Canada Games Council through his or her Chef de Mission or Provincial/Territorial Sport Organization.

Technical Packages are developed primarily by Western Canada Games Technical Committee in conjunction with the various Provincial/Territorial Sport Organizations, following principles, guidelines and requirements of the Western Canada Games Council. As the overall governing body of the Games, the Council has the ultimate authority for Technical Packages.

If an individual wishes to initiate a change to a Technical Package leading up to a Games, the desired change should be first directed to the Provincial/Territorial Sport Organization or the Chef de Mission. The P/TSO or Chef will evaluate the merits of the change and will, if it has merit, submit the requested change to the Technical Committee of the Western Canada Games Council. The P/TSO or Chef will submit the rationale for the change. Changes to age groups, eligibility requirements, team sizes or staff complements will not be considered after three years prior to the Games. Substantive changes to events or competition formats will not be considered after 18 months before the Games. Minor corrections will be considered at almost anytime, but will be increasingly difficult to achieve within six months of the Games. Changes made by the NSO's regarding WCSG alignment to the Canada Games will not be considered after April 1, 2010. These time frames reinforce the importance of complete understanding of the Technical Package early.

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### Summary of Draft Changes to Technical Package

Date	Details	Initiated By	Status
Feb 10/09	Competitors shall be under 19 years of age as of January 1 <sup>st</sup> , 2011.	BC, AB, SK, MB	Agreed as this reflects LTAD with Canada Games.
Feb 10/09	Change to CanoeKayak Canada throughout tech package.	BC, AB, SK, MB	Agreed
Feb 10/09	Seeding will be done by random draw ensuring an equitable provincial/territorial representation in each heat. Lane selection for all finals shall follow CanoeKayak Canada Racing Rules.	BC, AB, SK, MB	Agreed
Feb 10/09	8.2 regarding competitors to wear a back number has been removed from Tech Pack.	BC, AB, SK, MB	Agreed
Feb 10/09	Should read 98 medals as 200m was added in each category.	BC, AB, SK, MB	Agreed
May/2009	8.2 - we wanted clarification on why this was removed. It had to do with back numbers. The sport no longer has back numbers, just boat numbers.	Tech Committee	Sport no longer has back numbers so removed this. This may be changing again according to BC.
Feb 2010	Appendix 1 – Point 1: Changed the wording from Landed Immigrants to Permanent Residents (as per 2011 CWG tech packages).	Council	
April 2010	5.4 – Change the 6km (6,000m) race to a 2km (2,000m) race.	NSO	Approved
May 2010	2.3 – added wording “For safety reasons, 1 boat driver will be permitted to accompany the boatman for provinces and territories that trailer their boats to the Games.” – as per Canada Summer Games tech package	Tech Committee	Approved

### Summary of Denied Proposals of Change to Technical Package

Date	Proposal	Initiated By	Rational for proposal being denied
Feb 10/09	Team Size doubled to 16 Males/16 Females.	BC, AB, SK, MB	No increases to roster as per 2006 sign off
Feb 10/09	One additional coach if above was approved.	BC, AB, SK, MB	No increases to athletes or coaches as

			per 2006 agreement.
Feb 10/09	Request Level 3 in Canoeing or be fully certified as an Entry Level Competitive Coach (ELCC) under the Competency Based Education Training System.	BC, AB, SK, MB	At this point we will have it stand as NCCP Level 3 or equivalent under the new system as we do not know the transition time frame.

# 2011 Western Canada Summer Games Technical Package

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1. Sport: **CANOE/KAYAK**

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2. Participants:

2.1. Competitors: 8 male athletes  
8 female athletes

2.2. Staff: 1 coach  
1 manager  
one of whom must be male  
one of whom must be female  
1 boatperson

2.3. Driver: For safety reasons, 1 boat driver will be permitted to accompany the boatman for provinces and territories that trailer their boats to the Games.

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3. Classification:

3.1 Year of Birth:  
Competitors shall be under 19 years of age as of January 1<sup>st</sup>, 2011

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4. Eligibility:

4.1 Coaches:  
Any staff listed as coach on the official registration form must be fully certified (theory, technical and practical) under the National Coaching Certification Program (NCCP) to at least Level 3, or the equivalent level in the new NCCP, competition stream, Development context, (Trained status) in Canoe Kayak.

Coaching certification must be completed no later than ninety (90) days before the opening of the Games.

4.2 Athletes:

4.2.1 All athletes must meet the Western Canada Games Eligibility criteria, as outlined in Appendix 1 which forms an integral part of this Technical Package.

4.2.2 Excluded from the Games are:

- a) Current Canadian national senior canoe/kayak team members.
- b) Current senior card holders (as defined by Sport Canada's Athlete Assistance Program).
- c) Athletes who have competed in the following major Games or Championships in the sport of canoe/kayak: Senior Pan American, Commonwealth, Olympics, Junior Worlds.

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### 4.3 Interpretation:

- 4.3.1 Athletes who are members of the Canadian senior national canoe/kayak team and athletes who are carded (as defined by Sport Canada's Athlete Assistance Program) or obtain their card prior to May 1, 2011 are **ineligible** to compete in the Western Canada Summer Games.
- 4.3.2 Athletes who are carded or become Canadian national canoe/kayak team members after May 1, 2011 are **eligible** to compete in the Western Canada Summer Games.
- 4.3.2 Athletes who are de-carded or dropped from the Canadian national canoe/kayak team prior to May 1, 2011 are **eligible**, providing they meet all other Western Canada Summer Games eligibility criteria.
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## 5. Competition:

### 5.1 Rules

The official rules of CanoeKayak Canada will govern the competition, except as modified herein for this event.

### 5.2 Sanction

The competition is sanctioned by CanoeKayak Canada.

### 5.3 Equipment

Each province is responsible for supplying its own boats and other equipment. Canoes and kayaks must meet the specifications in the CanoeKayak Canada Rules and Regulations.

Boat control will be operational.

### 5.4 Event Format

#### 5.4.1 The following events will be included:

Men's	C-1	2,000m	1,000m	500m	200m
	C-2	2,000m	1,000m	500m	200m
	C-4		1,000m	500m	200m
Men's	K-1	2,000m	1,000m	500m	200m
	K-2	2,000m	1,000m	500m	200m
	K-4		1,000m	500m	200m
Women's	C-1	2,000m	1,000m	500m	200m
	C-2	2,000m	1,000m	500m	200m
	C-4		1,000m	500m	200m
Women's	K-1	2,000m	1,000m	500m	200m
	K-2	2,000m	1,000m	500m	200m
	K-4		1,000m	500m	200m
Mixed War Canoe				500m	

**NOTE:** The maximum number of entries for single boats will be three per province/territory; and for doubles it will be two per province/territory. There will be only one entry per province/territory for the C-4 and K-4 and war canoe events.

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5.4.2 All competitors in the War Canoe event must come from the province's/territories' competitor entry list. The captain may be either a competitor or a coach. The captain must be fully certified Level 1 under the National Coaching Certification Program.

The War Canoe team will consist of 14 competitors and one captain.

5.4.3 Athletes are eligible to race up to a maximum of two long distances, six sprints and two short sprints (200m) plus War Canoe.

5.4.4 All athletes must compete in at least one event, excluding the War Canoe race.

5.4.5 Mixed War Canoe is a medal event only. No point scoring is awarded towards the Games Trophy.

5.4.6 An I-C4 will be used for both C-4 Men and Women.

### 5.5 Seeding

5.5.1 Seeding will be done by random draw ensuring an equitable provincial representation in each heat.

5.5.2 Advancement to finals will be based on order of finish in any/all heats per event. If there are six lane finals, the first two in each heat plus the two next fastest times will advance to the finals. Lane selection for all finals shall follow CanoeKayak Canada Racing Rules.

### 5.6 Protests

All protest shall be filed in accordance with the Western Canada Games Protest Procedures, which are attached as Appendix 2 and form an integral part of this technical package.

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## 6. Scoring Procedures:

6.1 Each event will be scored separately according to the following:

- 1<sup>st</sup> Place = 8 points
- 2<sup>nd</sup> Place = 4 points
- 3<sup>rd</sup> place = 3 points
- 4<sup>th</sup> Place = 2 points
- 5<sup>th</sup> Place = 1 point

The points will be accumulated towards the overall provincial/territorial point total.

6.2 Mixed war canoe will not be included in the scoring procedure.

### 6.3 Tie Breaking Rule

Will be in accordance with the CanoeKayak Canada Rules and Regulations for the Canadian National Sprint Racing Canoe Championships.

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### 7. Provincial/Territorial Ranking:

7.1 For an event to be eligible for Provincial/Territorial points, three (3) or more provinces/territories must participate.

7.2 Once the scoring procedure for the sport determines a winner, points for the aggregate award will be as follows:

1 <sup>st</sup> place - 7 points	4 <sup>th</sup> place - 4 points
2 <sup>nd</sup> place - 6 points	5 <sup>th</sup> place - 3 points
3 <sup>rd</sup> place - 5 points	6 <sup>th</sup> place - 2 points
	7 <sup>th</sup> place - 1 point

Final Provincial point standings will be the total number of points for the men's and women's teams. The maximum number of points a province could receive is fourteen (14). There will be a maximum of seven (7) points for the men's competition and seven (7) points for the women's competition.

### 7.3 Tie Breaking

If a tie occurs in an overall team standing between two provinces/territories, points will be combined and divided by two, i.e., 1<sup>st</sup> and 2<sup>nd</sup> tie – 7 points + 6 points divided by 2 = 6.5 points each.

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### 8. Competitive Uniform:

8.1 Each competitor must wear his/her provincial/territorial colors.

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### 9. Medals:

9.1 Gold, silver and bronze awards will be presented to all crew numbers for first, second and third place in each event.

9.2 Medals:      98 gold      98 silver      98 bronze

APPENDIX I

**WESTERN CANADA SUMMER GAMES  
ATHLETE ELIGIBILITY**

1. The Western Canada Summer Games are open to Canadian citizens and permanent residents.
2. The Games are open to athletes who are members in good standing of their provincial/territorial and/or national sport organization.
3. An athlete's permanent domicile or actual residence must be located, for at least the 180 days prior to the opening of the Games, within the recognized boundaries of the province or territory they are representing. An athlete can have only one domicile.
4. Students attending school on a full-time basis outside their province/territory of permanent residence during the year of the Games shall be permitted to compete for either their province/territory of permanent residence or the province/territory in which the athlete attends school. To be eligible to compete for the province/territory where the athlete attends school, the student must be enrolled on a full-time basis during the academic year preceding the Games.
5. If a non-student athlete attends a recognized national training centre outside his or her province/territory of permanent residence, the athlete is encouraged to represent his or her province/territory of permanent residence; however, the athlete could represent the province/territory where the centre is located under the terms of paragraph (6), below.
6. Exceptions to the domicile requirement will be possible if the athlete can demonstrate a commitment to the province or territory she or he wishes to represent by such means as having been a member of a club or provincial/territorial sport organization in that province/territory for the entire previous competitive season, having represented that province or territory at a previous national or regional championship or having attended school full-time the previous academic year or a recognized national training centre full-time during the previous 12 months. Other similar circumstances may be considered.
7. Competitors must meet all eligibility requirements outlined in the Technical Package.
8. An athlete is permitted to try out for only one province or territory per Games.
9. An athlete may participate in more than one sport, provided the sports occur in different phases of the Games.
10. The Technical Committee of the Council shall determine the eligibility of any athlete that is not clearly established by these rules and by the Technical Package. **Coaches or PSOs/TSOs must bring forward any cases in question to their Chef de Mission and to their NSO as early as possible before the competition for forwarding to the Technical Committee.**
11. Where a team/province/territory/Chef wishes to challenge the eligibility of an athlete on another provincial/territorial team, it is expected that such a challenge will be made as soon as the protesting team knows that an athlete may be ineligible. Every effort must be made to ensure that protests on eligibility are lodged before an athlete competes.

**APPENDIX II**

**WESTERN CANADA GAMES COUNCIL  
 GUIDE TO PROTESTS AND APPEALS**

**Introduction:**

The rules and regulations that govern participation in the Western Canada Summer Games emanate from a variety of responsible agencies. For example:

- technical packages are developed by the Western Canada Games Technical Committee in consultation with Provincial/Territorial Sport Organizations (P/TSO's) and National Sport Organizations (NSO's);
- team selection is done by Provincial/Territorial Sport Organizations based on the technical packages;
- field of play is governed by NSO rules for each sport;

In an effort to clarify the various jurisdictions and processes in place to deal with particular cases in the lead up to or during the Western Canada Games, the Western Canada Games Council has developed this guide. There are a variety of committees that will hear appeals related to the Games. An overview of these committees follows:

- Western Canada Games Council (WCGC)..... The governing body for the Games.
- WCGC Technical Committee ..... The group established by the Council to coordinate technical aspects of the Games, made up primarily of Chefs de Mission.
- Technical Advisory Board..... The committee that is put into action during the Games as a version of the Technical Committee to handle Games-time issues.
- Games Jury ..... Established within the Host Society
- Sport Jury ..... Established within the sport organizing committee for the Games.

Please direct any comments or questions to the Chair of the Western Canada Games Council.

<b>Appeal/ Protest Type</b>	<b>Authority</b>	<b>Reported by</b>	<b>Forwarded by</b>	<b>Forwarded to</b>	<b>Decision by</b>	<b>Appeal to</b>
Technical Package Issues (i.e. eligibility, scoring)	WCSG Technical Committee / Technical Advisory Board	Sport or Host	Chef de Mission or Sport Chair	WCSG Technical Committee Chair	WCSG Technical Committee / Technical Advisory Board	WCG Council
Field of Play (i.e. sport rules)	NSO/Sport Rule Book	Sport	Sport	Head Official	Sport Jury or as per sport rule book	As per NSO rule book

\* **Sport** indicates those people associated with the individual provincial/territorial sport team (i.e. coach, manager, P/TSO staff)

# 2011 Western Canada Summer Games Technical Package

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## 1) Technical Package Protests:

### **Description:**

Prior to and during the Games, the Technical Package for each sport is administered by the Technical Committee of the Western Canada Games Council.

### **Protest Procedures:**

Prior to the Games, the Technical Committee will continue to deal with interpretation issues from Chefs de Mission through written submissions. During the Games, the Technical Advisory Board (a three person sub-committee of the Technical Committee) will deal with all interpretations and protests. A protest must be submitted in writing by the Chef de Mission. Every effort must be made to bring the protest forward at the earliest opportunity.

### **Hearing the Protest:**

Upon notification of a protest, the Technical Committee / Technical Advisory Board shall follow the following procedures:

- The parties shall be given reasonable notice of the hearing;
- Any documents that the parties wish the Technical Committee / Technical Advisory Board to consider shall be provided to the other parties, in advance of the hearing;
- Either party may be assisted in the hearing by a representative, advocate or advisor;
- The Technical Committee / Technical Advisory Board may request that any other individuals participate in the hearing.

### **Appeals**

If there are sufficient grounds for appeal of a Technical Committee / TAB decision, appeals will be dealt with by the Western Canada Games Council. All decisions of Council are final.

If sufficient grounds for an appeal are not met, Council will advise all parties of such.

### **Appeals Procedure:**

Any appeal of a Technical Committee / Technical Advisory Board decision must be done in writing and submitted by the Chef de Mission to the Western Canada Games Council.

An appeal may be heard only if there are sufficient grounds for appeal. The sufficient grounds include the Technical Committee/Technical Advisory Board:

- making a decision for which it did not have the authority or jurisdiction as set out in the technical packages;
- failing to follow procedures as laid out in the technical package;
- making a decision which was influenced by bias;
- failing to consider relevant information or taking into account irrelevant information in making the decision;
- exercising its discretion for an improper purpose; and/or
- making a decision which was unreasonable.

Council will convene to review the notice of appeal and reason for the appeal and shall decide whether or not there are sufficient grounds for an appeal. If sufficient grounds for an appeal are not met, Council will advise all parties of such.

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If there are grounds for appeal of the Technical Committee / Technical Advisory Board decision, appeals will be dealt with by the Western Canada Games Council. The format of the hearing shall be at the discretion of the Council and may involve documentary submissions, telephone conference, in-person appearances, or a combination of these formats. The following procedures shall apply to any hearing, regardless of its format:

- The parties shall be given reasonable notice of the hearing;
- Any documents that the parties wish Council to consider shall be provided to the other parties, in advance of the hearing;
- Either party may be assisted in the hearing by a representative, advocate or advisor;
- Council may request that any other individuals participate in the hearing.

As soon as possible after the conclusion of the hearing, Council shall issue its written decision, with reasons. Council shall have the authority to uphold the Technical Committee's / Technical Advisory Board decision, to reverse the decision and substitute a new decision, and/or to modify any of the Games' results impacted by its decision.

In extraordinary circumstances, Council may issue a verbal decision, with the written decision with reasons to follow.

The decision of Council shall be final and binding on the parties.

### **2) Field of Play:**

Rules governing the conduct of the specific sport contests shall be as specified in the NSO rule book unless otherwise stated in the Technical Packages. Disputes over field of play decisions and rulings will be dealt with using the protest and appeals mechanisms of each sport.

### **Please Note:**

All Technical Package protests and appeals shall use the attached forms, and the decisions of such protests and appeals shall also be communicated by the attached forms.

All communication regarding the protests and appeals and decision of such will be through the respective Chef de Mission.

The notification of the decision shall include the following items:

- Issue to be decided
- Authorities considered
- Positions of the parties
- Facts as determined by the Committee
- Decision
- Reason for decision
- Date and signature of Committee Chair

## Western Canada Summer Games Protest/Appeals Form

Protest

Appeal

Eligibility or Residence  
Protest

Technical Package  
Protest (scoring or  
ranking)

For  
Protests  
and  
Appeals

This form must be completed and submitted to the appropriate body to hear the protest.

Date: \_\_\_\_\_

Name of Individual: \_\_\_\_\_

Position of Individual: \_\_\_\_\_

Province/Territory: \_\_\_\_\_

**Issue:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Grounds for appeal:**

For  
Appeals

Authority/  
Jurisdiction

Procedural

Decision of Bias

Relevancy of  
Information

Improper  
Discretion

Unreasonable  
Decision

**Rationale** (use extra pages if required): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For  
Protests  
and  
Appeals

Signature - Individual: \_\_\_\_\_

Signature – Chef de Mission: \_\_\_\_\_  
\*required

Province/Territory: \_\_\_\_\_ Date and Time: \_\_\_\_\_

Western Canada Summer Games  
**Notification of Decision**

Date of Hearing: \_\_\_\_\_

Members of Committee: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Individual(s)/Team(s) Involved: \_\_\_\_\_  
\_\_\_\_\_

Province/Territory: \_\_\_\_\_

Decision of Committee: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Rationale: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature – Chair of Committee: \_\_\_\_\_

**Date and Time of Decision:** \_\_\_\_\_