



British Columbia Association of Emergency Managers

2016 ANNUAL GENERAL MEETING MINUTES

Sheraton Wall Centre, Vancouver, B.C.

November 8, 2016 @ 1700

IN ATTENDANCE:

Board Members: Lynn Orstad, President
Bob Black, Vice-President
Bill Elsner, South East Region Director
Deb Borsos, Central Region Director
Sybille Sanderson, Vancouver Island Region Director
Deborah Jones-Middleton, North West Region Director
Marianne Stone, South West Region Director
Crissy Bennett, Executive Director (non-voting)

Members: Patricia Culham Sharon Pasowisty Pete Smillie
Mike Knauff Alanna Garrett Ian Foss
Chris Wilson Debbie Pighin Barb Morgan
Gary Burford John Rempel Chairmaigne Plugrath
Amy Romanos Kevin Skrepnek Tom deSorcy
John Van Seters Rod Tulet David Tomaz
Dan Derby Greg Kanya Daniel Stevens
Brent Truman

Members via Proxy: Stephen Waugh (held by Deborah Jones-Middleton)

Regrets: Michael Higgins, North East Director

1. CALL TO ORDER AND CONFIRMATION OF QUORUM

President Lynn Orstad confirmed quorum present, meeting called to order at 17:01.

2. WELCOME BY THE CHAIRPERSON & INTRODUCTION OF BOARD MEMBERS

President Orstad welcomed everyone to the meeting and acknowledged the Association's success as it approaches its tenth anniversary in 2017.

3. ADOPTION OF THE AGENDA:

MOTION: That the Agenda for the November 8, 2016 Annual General Meeting be adopted.

Moved by Charmaine Plugraht
Seconded by Rod Tulett
CARRIED

4. APPROVAL OF 2015 ANNUAL GENERAL MEETING MINUTES:

MOTION: That the minutes of the 2015 BCAEM Annual General Meeting be adopted.

Moved by Dan Derby
Seconded by Alanna Garret
CARRIED

5. FINANCIAL STATEMENTS

Crissy Bennett, Executive Director provided an overview of the 2015 financial statements as well as the projected financial statements for 2016 noting substantial changes between 2014, 2015 and 2016.

MOTION: That the Financial Statements for 2015 and 2016 (projected) be received.

Moved by Tom deSorcy
Seconded by Charmaine Plugraht
CARRIED

6. PRESIDENT'S REPORT: AN OVERVIEW OF THE 2015 ANNUAL REPORT

President Orstad provided an overview of the Association's initiatives including the Executive Director contract (10 hrs/month) as well as the redesigned website and the proposed changes to the Constitution and Bylaws. Lynn thanked the Board for their hard work this year in accomplishing its goals and objectives for the year and again acknowledged the success of the Association in approaching its 10th anniversary.

7. EXECUTIVE DIRECTOR'S REPORT

Crissy Bennett, Executive Director provided an overview of the administrative functions of the Executive Director, including agenda and minute preparation, communication

with the membership, financial accounting and website administration. An overview of the redesigned website, which was launched in early October, was provided.

8. BYLAW COMMITTEE

President Orstad advised the meeting attendees that the Board had struck a Bylaw Review Committee to review the constitution and bylaws considering the upcoming changes to the Society's Act as well as to ensure the board structure and composition is relevant to the day to day business of the Board of Directors. She noted challenges in meeting quorum for month board meetings as well as challenges in ensuring that all regional board positions were filled.

Crissy Bennett provided an overview of the proposed changes to the constitution and bylaws. Namely, cleaning up the constitution in preparation for the transition to the Societies Act, removing executive positions on the board, replacing with a chairperson and vice-chairperson and electing up to 11 directors amongst the membership; providing voting privileges to lifetime members; adding organizational and reciprocal memberships and other administrative-type changes because of the executive director position.

Charmaigne Plugraht confirmed with the Board that lifetime members should have voting privileges as this wording was missed in the proposed bylaw. A friendly amendment to the bylaw was accepted.

Dan Derby suggested that perhaps a board of 11 is large and recommended that the Board review its regional representation at the 2017 Annual General Meeting.

9. MOTION TO AMEND THE BCAEM CONSTITUTION

MOTION: That item 'g' within the purposed of the British Columbia Association of Emergency Managers in Paragraph 2, be renamed item 'h' and;

That item 'g' becomes "foster cooperative working relationships with governments, the business community, public agencies, volunteer associations and non-government organizations to enhance the emergency management profession and further"; and,

That Paragraph 3 be removed from the Constitution of the British Columbia Association of Emergency Managers"

Moved by Dan Derby
Seconded by Bob Black
CARRIED

10. MOTION TO REPEAL AND REPLACE BCAEM BYLAWS

MOTION: That the Bylaws of the British Columbia Association of Emergency Managers be repealed and replaced with the Bylaws as presented at the November 8th 2016 Annual General Meeting, as amended

Moved by Bob Tulett
Seconded by Marianne Stone
CARRIED

11. ELECTION OF BOARD MEMBERS:

Lynn Orstad that with the approval of the new Bylaws that eight (8) positions on the Board were now vacant. Directors Borsos, Sanderson and Black will remain on the Board as their terms had not yet expired.

A call for nominations was held with the following members being acclaimed:

- Pete Smillie (self-nominated)
- Deb Borsos (nominated by Deborah Jones-Middleton)
- Marianne Stone (nominated by Bob Black)
- Bill Elsner (nominated by Marianne Stone)
- Patricia Culham (self-nominated).

Dan Derby (nominated by Bill Elsner) – respectfully declined but offered assistance on a committee.

12. ITEMS FROM THE FLOOR

- Dan Derby advised the membership that school busses are not always insured during the summer months and encouraged members to check with their own school districts regarding their insurance policies. He stated that this issue was brought forward by the school district representatives on the emergency planning committee and is an indication of the importance of inter-agency planning. This topic is on the discussion forum for members to read and to comment, however, members may contact Dan for additional information.
- Director Black offered thanks on behalf of the Board and the membership to Lynn Orstad for her years of service and contributions to BCAEM.

13. CLOSING COMMENTS FROM THE PRESIDENT (OUTGOING)

Lynn Orstad thanked the membership for attending the 2016 Annual General Meeting and for its continued support. She also thanked the Emergency Preparedness and Business Continuity Conference (EPBCC) for its support in providing a venue for the Annual General Meeting and providing advertising within its program. Acknowledgement was given to the British Columbia Earthquake Alliance for its financial contribution to this evening's reception.

14. ADJOURNMENT

The 2015 BC Association of Emergency Managers (BCAEM) Annual General Meeting was adjourned at 1740 hrs.

DRAFT