



2019 ANNUAL GENERAL MEETING

May 4, 2019
Banff, Alberta

MINUTES

WELCOME

As Chair, Donna Moses welcomed the members attending the Skate Canada: Alberta-NWT/Nunavut Annual General Meeting.

Donna Moses provided an overview of the Association's development of the 2018-2022 Strategic Plan and the Section's celebration of our 50th Anniversary "Celebrating 50 Years on Ice." Donna Moses recognized the importance of clubs, volunteers, coaches, officials, and parents in the continued success of the sport within the Section.

A list of Clubs with delegates present at the meeting was read and their representatives acknowledged. The Board of Directors, Region Representatives, Region Coaching Representatives, Operational Committee Leads and Section Office staff were introduced.

1. CALL TO ORDER

The Chair called the Meeting to order at 2:58 pm.

2. READING OF NOTICE OF MEETING

The Chair read the Notice of Meeting.

3. REPORTS AS TO QUORUM

Delegates 27

Proxies 25

Total Registered Votes 52

Observers 6

Motion: That the observers be allowed a voice in the proceedings of the meeting.

Moved by: Gitti Heske

Seconded by: Fiona Lauzon

Carried.

4. ADOPTION OF THE AGENDA

Motion: To approve the agenda as presented.

Moved by: Bobbi-Jo Martin

Seconded by: Doug Pettapiece

Carried.

5. MINUTES OF THE PREVIOUS MEETING

Motion: That the minutes of May 5, 2018 be approved as presented.

Moved by: Tammy Finnerty

Seconded by: Alison Bonney-Gregson

Carried.

- **Appendix A:** Minutes of 2018 Annual General Meeting as approved

6. SKATE CANADA ADDRESS

There was a video presentation of the address by the President of Skate Canada, Leanna Caron. Shae Zukiwsky, Senior Director Performance Excellence, provided an update on items pertaining to Skate Canada.

7. SKATE CANADA ELECTIONS AND SKATE CANADA AMENDMENTS

The Chair provided an overview of the national election process for the elections to be held at the 2019 Skate Canada Annual General Meeting. Clubs and coaches were encouraged to become delegates so that the Section maximizes its voting potential.

There are no proposed amendments to the Skate Canada Bylaws.

8. PRESENTATION OF THE FINANCIAL STATEMENTS

Doug Pettapiece, Chair of the Finance and Risk Management Committee, presented the Audited Financial Statements for the year ending March 31, 2019.

- **Appendix B:** 2018-2019 Audited Financial Statements

9. APPROVAL OF AUDITORS

Doug Pettapiece, Chair of the Finance and Risk Management Committee, requested the Membership to grant authority to appoint an auditor for the 2019-2020 season to the Board of Directors after completing a review of audit services.

Motion: That the Board of Directors is granted the authority to appoint an auditor for the 2019-2020 season after completing a review of audit services.

Moved by: Doug Pettapiece

Seconded by: Sharon Dingle

Carried.

10. PROVISION OF THE ACTIONS OF THE BOARD OF DIRECTORS

These actions are provided to the members as a reflection of the work that the Board of Directors achieved throughout the season.

- **Appendix D: 2018-2019 Actions of the Board of Directors**

11. REPORTS

The reports submitted by the committees were included in the Annual Report. The following presentations were made: Donna Moses on behalf of the Governance Committee, Bobbi Jo Martin on behalf of the Membership Relations Committee, Lynne Koper on behalf of the Coaching Committee, Laura Slipp on behalf of the Officials Committee, Bobbi-Jo Martin on behalf of the Skating Programs Committee, Robin Forsyth on behalf of the Competition Committee, Gitti Heske on behalf of the Regions Committee and Holly Henderson on behalf of the Athlete Development Committee.

- **Appendix C: 2018-2019 Annual Report**

12. AWARDING OF COMPETITIONS

The Chair presented the locations of the awarded competitions for the 2019-2020 season:

2020 Skate Canada: Alberta-NWT/Nunavut Sectional Championships
October 31 -November 3, 2019
Calalta Skating Club (Calgary, AB)

2020 Skate Canada: Alberta-NWT/Nunavut STARSkate & Adult Championships
March 20-22, 2020
Derrick Skating Club (Edmonton, AB)

The Section will also be hosting the 2020 Mountain Regionals Synchronized Skating Championships in January 2020. The host club and location will be determined and announced in the upcoming weeks.

The 2020 Skate Canada: Alberta-NWT/Nunavut Annual General Meeting will be held in Red Deer, Alberta on May 2, 2020.

13. ELECTION OF OFFICERS

In accordance with the Section Bylaws, applications were called for the election of Directors on March 1, 2019. Applications closed on April 6, 2019. Nominating Sub-Committee Chair, Carrie Wohlgemuth, advised the delegates as to the election procedures and declared that all candidates had followed the correct processes.

13.1 Chair

One position was available for Chair. Bobbi-Jo Martin applied for the position of Chair.

Bobbi-Jo was elected by acclamation.

13.2 Director

There were 3 positions available for Director. The following two individuals applied and were acclaimed to the position of Director: Shawn Dyrkach and Tammy Finnerty.

There was no application received for the third available Director position during the election process. A casual vacancy notice will be posted to the membership in the upcoming weeks.

13.3 2019-2020 Officers

For the 2019-2020 year, the officers of the Skate Canada: Alberta-NWT/Nunavut Board of Directors are:

Chair – Bobbi-Jo Martin

Director – Shawn Dyrkach

Director – Tammy Finnerty

Director – Fiona Lauzon

Director – Doug Pettapiece

Director – Travis Hillier

Director Regions – Gitti Heske

Director Coaching – Alison Bonney-Gregson

13.4 Region Representatives

The Region Representatives for the 2019-2020 year were elected from within their Regions. The 2019-2020 Region Representatives are:

Calgary Region – Diana Peters

Central Region – Joyce McCoy

Edmonton Region – Vanessa Laybourne

Northeast Region - Vacant

Northwest Region – Karli Wilson

Peace Region – Doug Vandemark

Northwest Territories Region – Jaime Harris

South Region – Pat Leishman

13.5 Region Coaching Representatives

The Region Coaching Representatives for the 2019-2020 year were elected from within their Regions. The 2019-2020 Region Coaching Representatives are:

Calgary Region – Karen Alison

Edmonton Region – Deborah Lyon

Northwest Region – Patricia Forseille

Peace Region – David Howe

Northwest Territories Region – Jodi Brennan

South Region – Olea Taboulchanas

Northeast Region – Rebecca Zajic

Central Region – Jessica Mackay

14. BYLAWS

In January 2019 a request for proposed amendments to the Bylaws was advertised to the Membership. As per Article 12, any member of Section may have submitted bylaw proposals, amendments, or repeals in writing to the Executive Director a minimum of ninety 90 days in advance of the Annual General Meeting at which they are to be considered. Additionally, and as per Article 12, Section members had until 52 days prior to the Annual General Meeting to respond, via written submission to the Executive Director of the Section, to any such proposed amendments.

There being no submissions received to the Executive Director, the proposed amendments to the Bylaws were posted on the Section Website for review by the Membership on April 12, 2019.

AMENDMENT 1: Definition of Director and Definition of Good Standing

The first proposed amendment is regarding two definitions in Articles 1, 1.1k and 1.1m. Recommended change is to include Chair in the definition of Director and to adjust the definition of “in Good Standing”.

The rationale is to include Chair in the definition of Director as the Bylaws refer to Directors throughout and the Chair position is a Director position. The rationale regarding the changes to the definition of “in Good Standing” is to align the current definition per Skate Canada Bylaws.

AMENDMENT 2: Management of the Section

For Article 2.5, Membership, the proposed amendment is to eliminate the requirement to hold the Section Annual General Meeting prior to the Skate Canada Annual General Meeting. There is no longer a requirement to do so in the Skate Canada Bylaws and this provides more flexibility for scheduling the Section Annual General Meeting.

AMENDMENT 3: Membership, Termination of Membership Classes

This proposed amendment is housekeeping changes to Article 3, 3.6.d, h and i.

The changes are to “all cases” rather than, “In either case” to reflect the 3 cases mentioned and to eliminate gender-specific pronouns.

AMENDMENT 4: Meetings of Members

This proposed amendment to Article 4.2 is to specify the time that Section Annual General Meetings may occur with the elimination of the requirement to hold them prior to the Skate Canada Annual General Meeting.

AMENDMENT 5: Special Meetings

The recommended change to 4.3 is to adjust the percentage of total number of voting membership that may request a Special Meeting and to include the use of email to request a Special Meeting.

The rationale is to provide a reasonable number of 10 Members that may request a Special Meeting and to include the use of electronic notification to make the request.

AMENDMENT 6: Proceedings at Meetings

A recommendation to Article 5.1 Business Required at Annual General Meeting is to change f) from “Approval” to “Presentation” of the financial statements. The rationale for this is that the financial statements have been audited and approved by the Board and regulations do not require the Membership to approve them.

The other recommended change is to h) from “Confirmation” to “Provision” of the Actions of the Board. The Board of Directors has the authority to make decisions for the Section and approval of the Actions of the Board after the fact is not required. For transparency purposes, the Actions of the Board will be provided.

Proceedings at Meetings

In 5.2, the recommended change is to the terminology from Member to Registrant. The term Member refers to Clubs and Skating Schools, Coach Representatives and Board Directors. The correct terminology is Registrant.

Section employees are Registrants of the Section but may not represent Clubs or Skating Schools as delegates and this had not previously been stated.

AMENDMENT 7: Proceedings at Meetings

The recommended change is to 5.6, Other Persons May Attend. The intent is to list persons entitled to attend Members Meetings including Registrants and to allow the Board to close any Members Meeting by Ordinary Resolution to those not entitled to vote.

Rationale is to provide the opportunity for Registrants to attend Members Meetings and to clearly state the rules around attendance.

AMENDMENT 8: Ineligibility of Directors

The recommended change to 6.2, Eligibility of Directors is to rephrase and clarify the statement relating to factors that cause ineligibility to serve as a Director. It previously stated that, “A person may not be elected, appointed nor serve as a Director if”.

AMENDMENT 9: Nominations

In 6.3 Nominations, a statement is recommended to be added to allow the opportunity to a Director Coaching to indicate an interest in other positions. This provides the same opportunities as other candidates.

AMENDMENT 10: Directors’ Terms

The change to 6.4.b) deletes “elected” Director or Chair to include Directors appointed for a 2-year term in the statement. 6.4.d) clarifies the number of terms available to a Director appointed for a partial term.

AMENDMENT 11: Resignation, Vacating and Removal of Directors

The words automatically and simultaneously were removed as housekeeping changes as the position will be terminated as soon as the Section becomes aware rather than automatically. 6.6.b) was added as an additional reason.

AMENDMENT 12: Meetings of the Board

The number of directors who may call a meeting of the Board was amended from 4 to 5 as this number matches quorum.

Email motions improve efficiency between meetings and the statement to allow email motions between meetings was included.

AMENDMENT 13: Creation and Delegation to Committees

The statement "to formulate its own rules of procedure" was deleted and the statement that a Terms of Reference will be developed and approved by the Board was added to clarify requirements of committees.

The following motion was presented:

Motion: That the Members of Skate Canada: Alberta-Northwest Territories/Nunavut Association, by special resolution at the Annual General Meeting on May 4, 2019, approve the proposed amendments to the Association Bylaws.

Moved by: Brent Anderson

Seconded by: David Howe

Carried.

15. NEW BUSINESS

There was no new business to discuss.

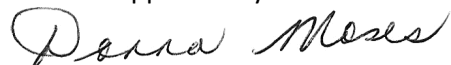
16. CLOSING REMARKS

Donna Moses thanked all volunteers for their support and commitment to the Association. Donna introduced Bobbi-Jo Martin as the new Section Chair to make a few comments and to adjourn the meeting.

17. ADJOURNMENT

The meeting was adjourned at 4:49 pm by Brent Anderson.

Minutes approved by:



Donna Moses
Chair, Skate Canada: Alberta-NWT/Nunavut