



INTERNATIONAL ASSOCIATION OF EMERGENCY MANAGERS (IAEM) CANADA

ANNUAL GENERAL MEETING MINUTES

June 8, 2018

Present:	<p><u>IAEM Canada Council Board Members:</u> Greg Solecki (President, IAEM Canada Council); Rebecca Wade (Past President); Scott Roberts (Vice-President); Ryna Brideau-Thombs (Secretary); Tom Watts (President, Alberta Region); Russ Nelson (Student Region); Sharf Chowdhury (Director, Communications & Marketing Committee); Paula Gibson (Director, Governance Committee); Serenna Besserer (Director, Membership Committee [<i>by conference call</i>]); Jim Montgomery (Director, Partnership Engagement Committee); Michelle Sullivan (Director, Professional Development Committee [<i>by conference call</i>])</p> <p><u>IAEM Canada Members:</u> Mitch Athies; Joanne Auclair; Tracy Blaine; Catherine Blair; Josh Bowen; Grayson Cockett; Eva Cohen; Michel Dube; Lisa Gilmour; Hedieh Hafezi; Thomas James; <u>Dennis Jones</u>; Pete Learoyd; Jodi Manz-Henezi; Jayson Nelson; Ryan Omichinski; Shane Schreiber; Tara Tobler; Sean Vaisler; Kevin Wowk</p>
Regrets:	<p>Amanda Thibert (Associate Treasurer); Tanya Mullally (President, Atlantic Region); Jenn Martin (Treasurer, Student Region); Sherry Hiriart (CEM Commissioner); Aida Mamuji (Scholarship Commissioner)</p>

Agenda Item	Discussion and Action Items	Deadline	Lead Responsible
1. Call to order	Meeting called to order at 1633 Eastern Standard time.	N/A	G. Solecki
2. Approval of Agenda	<p>Motion: <i>"The agenda be approved"</i></p> <p>Moved: T. Watts Seconded: P. Gibson Carried</p>	N/A	G. Solecki



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<p>3. Approval of minutes from last AGM</p>	<p>Motion: <i>“The minutes of the May 2017 be approved”</i></p> <p>Moved: S. Vaisler Seconded: S. Chowdhury Carried</p>	<p>N/A</p>	<p>G. Solecki</p>
<p>4. Board Announcements</p>	<p><u>4.1 IAEM Canada Revised Bylaws</u> – P. Gibson reviewed the content of the Bylaws document and answered questions.</p> <p>Motion: <i>“To approve the revised bylaws, as posted to the IAEM.com website, and presented at the meeting.”</i></p> <p>Moved: P. Gibson Seconded: J. Auclair Carried</p> <p><u>4.2 Increase to Individual Membership dues</u> – G. Solecki informed the attendees that Individual Membership dues would increase from \$110USD/year, to \$125USD/year, effective 1 June 2018. Student Membership dues do not change, they remain \$60USD/year.</p>	<p>N/A</p>	<p>P. Gibson G. Solecki</p>
<p>5. Year in Review</p>	<p>The Annual Report was posted to the website for members to review before the meeting, and hard copies were provided to attendees as well.</p> <p>Attendees discussed the following key points:</p> <ul style="list-style-type: none"> • Functional Regions – the question was asked whether IAEM Canada should consider following IAEM USA’s lead and create regions based 	<p>N/A</p>	<p>Board</p>



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	<p>on functions, in addition to the current geographically-based regions. For example, the USA has an NGO region, so could there be other types of functional groups that would be suitable to group into a region? Canada Council will examine the question and determine whether that could be feasible and sustainable.</p> <ul style="list-style-type: none"> • CEM/certification – It was mentioned that Public Safety Canada might consider provincializing EM certification, similar to how the ICS training is currently managed. Members in attendance and the Board agreed that the provincial certification model would not be optimal or add value, since IAEM already has long-standing, internationally-recognized certification mechanisms. • Post-secondary programs preparing students for AEM/CEM certification – Members in attendance and the Board agreed that we should collectively support that model – It already works well in the USA, and the consensus is that Canadian institutions would be amenable to that. The Professional Development, Partnership and Membership committees will continue to work on this initiative. 		
<p>6. Treasurer’s Report</p>	<p>The Budget Summary was posted to the website for members to review before the meeting and presented to members in attendance.</p> <p>Attendees discussed the following key points:</p> <ul style="list-style-type: none"> • It was noted that expenses had significantly increased between last year and this year. The concern was raised that at this rate, IAEM 	<p>N/A</p>	<p>R. Brideau-Thombs A. Thibert</p>



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	<p>Canada could quickly find itself “in the red”. The Board confirmed that expenses would be kept in check by maintaining due diligence on how expenses would be made/reported; maintaining a \$10,000 reserve in the bank; and increasing membership dues.</p> <ul style="list-style-type: none"> • There was a question about \$3,000 for strategic planning. It was explained that the Board is building up a fund year-over-year to ensure we have sufficient funds to cover the tri-annual, in-person Board Strategic planning meeting. This is the only in-person meeting of the Board, all other meetings are held virtually. • The Board emphasized that the budget was more robust in order to enhance services to members by bringing the CEM prep courses to Canada and having our own CEM instructor; participating in additional conferences to reach/interact with more members, especially in the new Atlantic region; increasing the profile of The EM profession with federal/national policy-setting bodies such as Public Safety Canada, the Tri-Service Committee on EM, CRHNet, and the Canadian Interoperability Technology Interest Group, and hopefully the Senior Officials Responsible for EM. • Members requested that the budget summary include a 3-year view: current, new, and also next budget. [<i>Treasurer’s note: we showed 2017-2018 (current) and 2018-2019 (new) - members also wanted to see 2019-2020 (next)</i>]. 		



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	<p>Motion: <i>“That the 2018-2019 Budget be accepted as presented.”</i></p> <p>Moved: J. Montgomery Seconded: S. Roberts Carried.</p>		
<p>7. Upcoming Meetings</p>	<p><u>7.1 Next meeting of the Board</u> – September 7th, 2018</p> <p><u>7.2 AGM 2019</u> – June 2019, specifics and location to be announced later. [Post-meeting note: President confirmed it would be during the IAEM Canada Conference, 4-7 June 2019 in Calgary]</p>	<p>September 2017 June 2018</p>	<p>G. Solecki</p>
<p>9. Open Discussion</p>	<ul style="list-style-type: none"> • The Board is considering hosting another conference next year, and the members agreed it should be considered. [Post-meeting note: President confirmed IAEM Canada 2019 Conference will be 4-7 June 2019, at the Bow in Calgary] • Members Michel Doré and Josh Bowen made a motion to congratulate the Board for organizing a tremendously insightful inaugural conference. • VP Scott Roberts encouraged members present to become involved in committees and conferences “many hands make light work”; he also encouraged members to promote their regions and create new ones across Canada, so that we can truly be a national-level professional organization. 	<p>N/A</p>	<p>Board</p>



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	<ul style="list-style-type: none"> Director of Governance Paula Gibson encouraged members to consult the IAEM website, and to let the Board know how it might further meet their needs. 		
<p>10. Adjournment</p>	<p>Motion: <i>“That the AGM be adjourned at 1733hrs EST.”</i></p> <p>Moved: J. Bowen Seconded: G. Cockett Carried</p>	N/A	N/A