



ANNUAL GENERAL MEETING

Charleston Civic Center (WV104), 200 Civic Center Drive
Charleston, West Virginia
Sunday, June 23, 2013

Members Present:

Janet Walker	Chapter 48	jndwalker@shaw.ca
Brodie Allen	Chapter 48	brodie.allen@evolveinc.ca
Doreen Devloo	Chapter 66	dedevloo@hydro.mb.ca
Sharon Slauenwhite	Chapter 65	snslaenwhite@gov.pe.ca
Leo Creamer	Chapter 65	leocremer@eastlink.ca
Dawn MacDougall	Chapter 65	dtmacdougall@gov.pe.ca
Shannon Favaro	Chapter 54	shannon.favaro@fortisbc.com
Murray J. LeGris	Chapter 29	Murray.LeGris@NRCAN-RNCAN.gc.ca
Brenda Boyle	Chapter 65	bjboyle@gov.pe.ca
Ian McNary	Chapter 62	ianmcnary@gmail.com
Val McNary	Chapter 62	valemcnary@gmail.com
Douglas (Sandy) Grigg	Chapter 29	sandy.grigg@sympatico.ca
Tyler Jans	Chapter 48	tyler@bluearth.ca
Tony Capordelis	Chapter 63	tonyc@ucsadvisors.com
Brenda Becker	Chapter 62	Brenda.Becker@aandc-aadnc.gc.ca
Stewart Anderson	Chapter 66	stewartanderson@winnipeg.ca
Josie Tomei	Chapter 29	josie_tomei@cpr.ca
Lauralee Harrison	Chapter 62	lauralee.harrison@gov.ab.ca
Brian Taylor	Chapter 62	Brian.Taylor@pwgsc-tpsgc.gc.ca
Fraser Paterson	Chapter 48	fraser.paterson@alliancepipeline.com
Sheryl Baden	Chapter 29	sheryl.baden@mississauga.ca

Special Guests:

Patricia Petitto, IRWA International President
Lisa Harrison, IRWA International President Elect
Lee Hamre, IRWA International Vice President
Wayne Goss, IRWA International Treasurer
Mary Anne Mar, IRWA International Secretary
Mark Rieck, Executive Vice President -IRWA
Deidre Alves, Vice President Professional Development-IRWA

1. **Call to Order:** President Stew Anderson called the meeting to order at 12:05 PM and introduced the Board.
2. **Quorum:** Vice President Brenda Becker confirmed we had a quorum. This is new and will need to be done from now on in order to be in compliance with the changes to the *Canada Not-For-Profit Corporation Act* and our By-laws.
3. **Welcome & Introduction:** President Stew Anderson gave welcoming remarks and introduced IEC members and special guests.
4. **Special Business-Donation Announcements:** Sandy Grigg \$300.00. Thanks to all those who made donations at the meeting as well as the Board of Director's Meeting. Cheques to be kept for presentation at the AGM on Wednesday.
5. **Minutes from Annual General Meeting:** June 10, 2012, Seattle, Washington, were presented by President Stew Anderson for approval.
 - Murray LeGris moved to approve the Minutes of the 2012 AGM
 - Brodie Allen seconded
 - No discussion
 - Motion carried
6. **Business from Minutes:**

- 6.1 Financial Statement: Secretary-Treasurer, Dawn MacDougall presented the Financial Report for approval. Copies were provided to all Members.
 - Dawn MacDougall moved to approve the Financial Report
 - Brian Taylor seconded
 - No discussion
 - Motion carried

President Stew Anderson gave a brief summary of HQ's latest update which was received June 20, 2013 and outlines CRWEF's outstanding commitments up until June 30, 2013. A number of projects have been completed or are close to it. We will be invoiced shortly in the amount of \$ 3,300-\$3,400 for the Leadership Institute. We should be receiving a cheque in the amount of \$ 14,000 from HQ, so we are to advise Fred Nasri how we wish to deal with the surplus.

- 6.2 New By-Law Requirements: Vice President, Brenda Becker advised that due to the new *Canada Not-For-Profit Corporation Act*, which comes into effect in October 2014, the existing by-laws have to be changed to adhere to the new requirements. Brenda has completed a re-write of the by-laws which were sent out prior to the meeting to the Chapter Presidents for disbursement to all members. Some of the main changes are:

-Membership being limited to IRWA Members only. If we are to proceed with obtaining our charitable status we can not limit membership. An alternative wording such as, "Membership being available only to individuals interested in furthering the Corporation's purpose", should be used.

-Region Chairs/Co-Chairs being on the Board because of their Region positions. Under the new by-laws this is not allowed and so in the future we will have to hold an election to vote these individuals in.

-Duties of Officers has been adjusted so that it is not as detailed. This way if duties change we won't have to make revisions to the by-laws to allow it.

-Place of AGM: If the AGM is located outside of Canada it will need to be voted on at the AGM prior to, for approval to attend outside the country.

-\$ 2,000 expenses for Executive to attend AGM wording has been changed to say, "up to \$ 2,000 unless approved by the Board".

-Letters Patent & Articles of Continuance also need to be changed.

Brodie Allen moved to approve the amended by-laws (By-law No. 7)

Sandy Grigg seconded

No discussion

Motion carried

- 6.3 Update on Federal Application for Charitable Status: Vice President, Brenda Becker gave update on the CRWEF's Charitable Status Application. The application has been rejected for the second time. The process is very time consuming as it takes 3-4 months for an agent to be assigned the file and another 3-4 months for a decision. The most challenging obstacle is our relationship with IRWA and demonstrating that we are separate from them and control our own business. Brenda will keep working on it.

Lauralee Harrison asked whether we could be deemed a Non-Profit Technical Education Association? Lauralee has some information on this and although Charities & Non-Profits are different and have a different set of rules, it may be worth looking into. Brenda & Lauralee will discuss further.

- 6.4 Updates from IPDC: Janet Walker, IPDC Chair, gave the following update on Committee work.

- IPDC in response to member feedback and industry want to move towards an Industry Pathway to achieve the SR/WA designation
- Change of name for the Appraisal Certification
- RWA designation would not change and would remain as the entry designation.
- SR/WA designations will be grand-fathered in and not changed.
- Environmental Certification has been retired
- Looking at blended learning opportunities (VEIT-Video Enabled Integrated Technology, is coming and will be awesome)
- Still designing Curriculum (feedback on courses and results of Industry Survey, has been excellent)
- Goal of 10 new products in 1st year and 10 in 2nd year.
- Oil & Gas will be focused on at the 1st stage.

7. **New Business:**

- 7.1 Presentation- Mark Rieck, IRWA Executive Vice President: Mark Rieck and Deidre Alves, spoke about the exciting times we are facing within the organization and course development. Some points made were:

- An Industry Certification Pathway
- VIET, the newest breed of on-line learning with a classroom feel
- The pilot of VEIT C213, which has compelling content and a word wide audience
- Programming: need to support the 5 year Plan if we are going to provide world class education. Distance can sometimes be an issue for people, so this technology will be very beneficial

President Patricia Petitto, made a request for \$ 45,000.00 for the implementation of VEIT course 100C, which would be delivered over the next 18 months. Stew advised we would look at this under New Business.

7.2 Motion to Ratify all decisions made by the BOD over the last year: Some of these decisions were:

- Closed one bank account and re-invested the monies by purchasing 2 GIC's
- Obtained the services of a book-keeper
- Work towards raising the profile of the CRWEF (ie. booth at Conference/Coffee Challenge/draw/pop-up banners/swag

Stew Anderson moved to ratify the BOD decisions
Brodie Allen seconded
No discussion
Motion carried

7.3 Any other New Business:

Stew Anderson moved to spend \$ 45,000 for the development of VEIT course 100C and that the remaining funding from previous commitments owed from HQ (approx. \$ 14,000.00) be put towards the \$ 45,000.00 commitment.
Brodie Allen seconded
No discussion
Motion carried

8. Nominations & Elections of Officers: Brian Taylor ran the elections and it was announced that Brenda Becker was unable to put her name forward for the position of President.

Brian Taylor moved that Sandy Grigg be nominated and acclaimed to the position of President. Brian called 3 times looking for nominations from the floor. There were none.

Sandy Grigg was acclaimed as President.

Brian Taylor moved that Dawn MacDougall be nominated and acclaimed to the position of Vice-President. Brian called 3 times looking for nominations from the floor. There were none.

Dawn MacDougall was acclaimed as Vice-President.

Brian Taylor moved that Bill Giese be nominated and acclaimed to the position of Secretary/Treasurer. Brian called 3 times looking for nominations from the floor. There were none.

Bill Giese was acclaimed as Secretary/Treasurer.

9. President's Report:

- Welcome to the new Board of Directors.
- Very busy year and still working towards trying to obtain our charitable status. We had a conference call with HQ and discussed the challenges which we have been faced with and they were very supportive and open to working with us to receive this status.
- Working towards doing a better job of ensuring proper accounting practices are being adhered to. Very lucky in that Brodie Allen offered us the services of his company's book keeper, Charmaine Martens, who agreed to assist us with this endeavor.
- This year we had 2 very deserving students who were selected as winners of the CRWEF scholarship. The Board was asked to consider granting a \$ 2,500.00 scholarship to each of them. After much discussion and a vote by the Board it was decided that the scholarship would be split. One of the main concerns by the Board, was that the Scholarship is only in its third year and has already been increased from \$ 1,000.00 in the first year to \$ 2,500.00 in the second year and that a \$5,000.00 Scholarship in the third year would have been to large of a jump to soon.
- Challenge of promoting ourselves so that we are more visible. This started last year with the Coffee Challenge and is something we have worked on all year. This years Conference we have a booth with pop-up banners and swag. A raffle for a change to be served at the Monday Night Event Ball game by in-coming President Lisa Harrison, coffee tumblers, hats, a discount code for on-line course, and the Foundation being named as one of the Charity's of Choice; is sure to raise our profile.

10. 2014 AGM:

President Stew Anderson moved that the CRWEF's 2014 Annual General Meeting be held in Hartford, Connecticut, USA with the date, time and exact location to be determined at a later date.

Val McNary seconded

No discussion

Motion carried

11. Adjournment:

President Stew Anderson moved the meeting be adjourned

Shannon Favaro seconded

Motion carried-meeting adjourned

