



College of Paramedics of Manitoba's Annual General Meeting (AGM) FAQ's– July 29, 2021

Q: Why does the College hold an Annual General Meeting (AGM)?

A: The College holds an AGM for several reasons. Firstly, we hold the meeting to be compliant with section 25(1) of the Regulated Health Professions Act (RHPA), which states a college must hold a general meeting of the membership at least once each year. Additionally, we meet a requirement under section 142(1) to submit an annual report to the Minister within four months after the end of the College's fiscal year. An AGM also gives the College an opportunity to engage with its members and stakeholders.

Q: Who can attend the College's AGM?

A: The AGM is open to the College's members—those registrants who pay fees to practice paramedicine in Manitoba. The meeting is also open to the public because the primary mandate of the College is to protect the public interest.

Q: What will be presented at the AGM?

A: The content presented at the meeting will include reports from the College's staff and Council. These reports demonstrate accountability to the public and College members and provide operational and governance information. The audited financial statements are presented to provide transparency related to financial decision making and stewardship. The RHPA also requires that the Bylaws of the College are presented as stated in section 222(6) of the RHPA

Q: How can I participate in the AGM and why is it important for me to do so?

A: This is an opportunity for paramedic and public members to ask questions related to the content presented and reported on during the meeting.

For example, bylaw amendments may be proposed during the meeting, along with the rationale for change. Members will have an opportunity to speak in favour of the motion or against the motion. Once the discussion on each amendment is concluded then all members of the College who have properly registered for the meeting, will be able to vote on the amendment.

Because the College's AGM is being held through an online format this year, voting will occur by an on-line polling function. Scrutineers will be in place to confirm the votes cast are accurate—which is a requirement whether voting takes place virtually or during an in-person meeting.

Q: Can I vote before or after the AGM?

A: No. The question put to a vote at an annual meeting is subject to change based on discussion during the meeting and on information presented to membership during the meeting. For this reason, a vote cannot be held before the meeting occurs. The



motions can also not be circulated to membership not in attendance, after the meeting, because voting members will not have heard the discussion and the rationale presented to objectively make a voting decision.

Q: How was the date of the AGM determined?

A: The College bylaws state when the annual meeting must be held. The bylaws state in section 4.3 (b) that “Each AGM shall occur no later than four months following the College’s fiscal year end”. The fiscal year end of the College is March 31, 2021. Council decided that the submission of the annual report to the Minister and the period by which the AGM should be held should be congruent. The annual report must be submitted to the minister by four months after the end of the fiscal year, which is July 31st.

Q: Why can’t several “AGM meetings” be held, so more people can attend?

A: The agenda at the AGM needs to be adopted by membership. If more than one meeting were to occur, then different agendas could possibly be created. This means that not all members would be included on the same topics of discussion and possibly not be included in the same matters that require a vote.

Q: What can’t the annual meeting be recorded so I can watch the meeting after the AGM and listen to the discussion and then vote?

A: The purpose of the AGM is to bring participants together in-person or virtually to have deliberative discussion. The bylaws also state that Roberts Rules of Order Newly Revised will be used to conduct an orderly meeting. All votes must be cast by registered members and the votes tallied and verified by scrutineers. According to Roberts Rules of Order, depending on the topic, an item is approved by either a majority of voting members or a two-thirds majority of voting members present and in attendance at the meeting.