



AGENDA – Annual General Meeting

Thursday, July 29, 2021

9:00 am to 11:30 am

- 1. Welcome**
- 2. Acknowledgement Statement**
- 3. Greetings from Minister of Health: Heather Stefanson**
- 4. Acknowledgement of Outgoing and Incoming Board Members**
- 5. Introduction of Parliamentarian**
- 6. Adoption of Credentials Report**
- 7. Adoption of Standing Rules**
- 8. Adoption of Agenda**
- 9. Reports**
 - a. Report from Outgoing Council Chair**
 - b. Report from Incoming Council Chair**
 - c. Report from Executive Director**
 - d. College of Paramedics of Manitoba 2020/2021 Annual Report**
- 10. Audited Financial Statements: December 2020 - March 31, 2021**
- 11. Guest Speaker: Harry Cayton**
- 12. Adoption of Bylaws**
- 13. Adjournment**



College of Paramedics of Manitoba Standing Rules of Order for the 2021 Annual General Meeting

The rules are designed to facilitate the exchange of Information and ensure that everyone who attends has the opportunity to be heard.

1. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* (RONR) shall govern in all cases to which they are applicable and where they are not inconsistent with the bylaws of the College of Paramedics of Manitoba or other written procedures.
2. Only members in good standing, as listed in the Bylaws, have the right to vote at the CPMB meeting. The number of online voting members will be noted at the beginning of the meeting and added to the credentials report. An updated credentials report will be provided prior to the agenda item dealing with the proposed Bylaws.
3. All attendees will have their cameras turned off and all microphones will be muted. Chat room activity is not enabled. Participants will use the Raise Hands icon to ask a question or to request for participation or to make a motion.
4. Online participants will vote using the polling function. Online members will have 30 seconds to cast their vote.
5. Any member may ask questions and participate in discussion. To obtain the floor, a member can participate in discussion by using the Raise Hand icon. The member must state their full name to avoid confusion with another registrant who may be in attendance. The Chair/College Staff will recognize questions in the order they are received online.
6. New motions will be stated verbally and transcribed into writing and presented to membership. The name of the mover will be recorded. If necessary, a seconder will be sought from the members in attendance.
7. Voting members are entitled to speak only once, for a maximum of two minutes, on a debatable motion, unless permission to extend time is granted by the Chair.
8. All decisions will require a majority vote unless stipulated otherwise in RONR.
9. In the event of a tie vote, the Chair shall cast the deciding vote.
10. A parliamentarian will be available should assistance be required.



DRAFT MINUTES – College of Paramedics of Manitoba AGM
Thursday, July 29, 2021
9:00a.m. - 11:30a.m.

A meeting of the Membership of the College of Paramedics of Manitoba was held virtually on Thursday, July 29, 2021 by Zoom from the College office at 1445 Portage Avenue, Winnipeg, Manitoba.

1.	<u>Call to Order</u> The meeting was called to order at 9:01 a.m. by the Chair of the meeting, Leah Braun.
2.	<u>Welcome</u> Welcome and introductions were extended to the attendees attending the CPMB AGM. Land Acknowledgement statement read by Chair.
3.	<u>Greetings from Minister of Health: Heather Stefanson</u> Video recorded greetings by Minister Stefanson.
4.	<u>Acknowledgement of Outgoing and Incoming Board Members</u> Leah Braun provided acknowledgement of outgoing and incoming Board Members.
5.	<u>Introduction of Parliamentarian</u> Leah Braun introduced Vera Chernecki, Parliamentarian for today's AGM.
6.	<u>Adoption of Credentials Report</u> As recorded at the start of the meeting at 9:00a.m. 259 voting members were logged into the meeting. Credentials report adopted as presented.
7.	<u>Adoption of Standing Rules</u> Vera Chernecki reads the standing rules. There were no objections and the standing rules were adopted as presented.
8.	<u>Adoption of Agenda</u> There were no objections and the AGM Agenda was adopted as presented.
9.	<u>Reports:</u>
9.a	<u>Report from Outgoing Council Chair</u> Pre-recorded message from Dr. John Wade presented.
9.b	<u>Report from Incoming Council Chair</u> Leah Braun provided her report. There were no questions.
9.c	<u>Report from Executive Director</u> Trish Bergal provided her report. There were no questions.
9.d	<u>CPMB 2020/2021 Annual Report</u> Trish Bergal provided an overview of 2020/2021 Annual Report. There were no questions.
10.	<u>Audited Financial Statements: December 2020-March 31, 2021</u> The audited financial statements of the College of Paramedics of Manitoba were presented by Jean Cox, Transition Council Treasurer and Auditor Bradley O'Keefe from Fort Group.



	<p>One of the objectives of Finance Audit and Risk Committee is to align their work with the strategic goals and objectives of the College. First we have to meet our requirements on an annual basis to provide a strong financial foundation for the College. We are establishing contingency reserves for the future so that we are able to be sustainable going forward.</p> <p>Legal fees do represent a significant expense to the College. At this point in time we have used legal guidance and consultation as we establish various committees and structures, they are also used to support the Inquiry Committee and Complaints Investigation Committee. These fees have been provided for in the operating budget that had been developed by the Finance Audit and Risk Committee and approved by Council. Legal fees have been considered in preparing the annual operating budget. The overall budget estimated for legal fees is approximately \$350,000 for the 2021/2022 year.</p> <p>Profits made from any investment of contingency reserve funds will be held in the reserved fund or would be directed to operations. Investment of reserved funds will continue to be an on-going item for the Finance Audit and Risk Committee. Currently the reserved funds reside in a savings account with future plans to review a broader investment strategy going forward.</p> <p>Council has not had the opportunity to confirm membership fees for 2022 but expect notice to members related to fees would be sent out following the September 2021 Council meeting.</p> <p>Contribution to the reserve fund is built into the fee each registrant pays on an annual basis. A cap of the capital fund is set for \$100,000 and a cap for the contingency reserve fund is set for \$300,000. The contribution to those reserve funds would be suspended based on today's policy once those limits are reached.</p>
<p>11.</p>	<p><u>Presentation: Rescuing the Future (Harry Cayton)</u></p> <p>Due to some technical difficulties Mr. Harry Cayton was unable to join the meeting and speak to his presentation. The presentation will be posted on the College website.</p>
<p>12.</p>	<p><u>Adoption of Bylaws</u></p> <p>Chair, Leah Braun called for a credentials report. At the time of introducing the Bylaw Amendments there are 368 voting members logged into the meeting (1020h).</p> <p>Moved by Tom Wallace, seconded by Ryan Youngson on behalf of the Council of the College of Paramedics of Manitoba that the Bylaws of the College of Paramedics of Manitoba be adopted as presented.</p> <p>The CPMB Bylaws with proposed amendments were presented to the membership. The proposed bylaw amendments were grouped in accordance of voting order.</p> <p>At the time just prior to the launch of the first voting poll the Chair is advised there are now 371 voting members logged into the meeting. (1050h)</p>
	<p><u>2.8 (k):</u> Motioned by Stephen Nixon, seconded by Travis Mirus - ADD subsection 2.8(k) "Ensure proper representation and support for our diverse EMS platforms in the province of Manitoba, including but not limited to: MFRs, firefighter-paramedics, dispatchers, rural and urban ambulance paramedics, and flight paramedics."</p> <p>54% voted in favour; 46% voted opposed</p> <p style="text-align: right;">Amendment Adopted</p>



	<p>3.1.5: Motioned by Stephen Nixon, seconded by Travis Mirus - In section 3.1, ADD subsection 3.1.5: "All committees shall have at minimum one (1) representative from each of the following groups: MFR, FF-PCP, rural ambulance, urban ambulance. Replaced with new motion...</p> <p>NEW MOTION: Motioned by Chris Cauthers, seconded by Ryan Youngson to have proposed amendment 3.5.1 deferred to a Council Bylaw Committee for further review.</p> <p>54% voted in favour; 46% voted opposed Amendment Adopted</p>
	<p>2.5: Motioned by Stephen Nixon, seconded by Travis Mirus - DELETE Section 2.5 REPLACE with: "In the event that a vacancy on the council occurs through resignation, removal, termination by the council or by death, the council shall call a by-election if the time remaining in the term is greater than 6 months. The election must be used to maintain the representational composition of the council. Procedures for the election to fill vacancies must be conducted in accordance with the College's policies and these bylaws."</p> <p>62% voted in favour; 38% voted opposed Amendment Adopted</p>
	<p>2.2 (a): Motioned by Travis Mirus, seconded by Stephen Nixon - DELETE S section 2.2(a) "Appointments will be conducted under the authority of the council's appointments committee." REPLACE with: 2.2(a) "Board positions will be selected by elections from the membership." All pertinent language in the constitution shall be amended to reflect the process of elections from the membership.</p> <p>53% voted in favour; 47% voted opposed Amendment Adopted</p>
	<p>2.2: Motioned by Travis Tannas, seconded by Travis Mirus - Section 2.2 REPLACE in every occurrence the word "appointment(s)" with the word election(s) throughout the article.</p> <p style="text-align: right;">Amendment Adopted due to 2.2 (a) Adopted</p>
	<p>2.7 (a): Motioned by Travis Mirus, seconded by Stephen Nixon - REPLACE In Section 2.7(a) the words "appointed" and "re-appointed" with the words "elected" and "re-elected"</p> <p style="text-align: right;">Amendment Adopted due to 2.2 (a) Adopted</p>
	<p>2.1 (b): Motioned by Travis Tannas, seconded by Stephen Nixon - Amend Section 2.1 as follows: DELETE Section 2.1(B) " ... or the council's appointments committee as may be permitted by the minister."</p> <p>45% voted in favour; 55% voted opposed Amendment Lost</p>
	<p>The meeting time for the Annual General Meeting had been extended by one hour and it was not possible to extend the time any further. As a result the original motion could not be considered and only some of the proposed amendments had been brought before membership for discussion and voting. The Parliamentarian suggested an alternate motion to conclude the meeting.</p> <p>Motioned by Karen Martin, seconded by Leith Saunders that the Bylaws and amendments as opposed and approved be referred to College Bylaws Committee to be brought to the 2022 AGM</p> <p>73% voted in favour; 27% voted opposed Amendment Adopted</p>



	<p>The following proposed amendments were not voted on due to meeting time running out:</p> <p>2.6 (b): <i>Motioned by Stephen Nixon, seconded by Travis Mirus - DELETE Section 2.6 " ;(b) direct the Appointments Committee to appoint a public representative, as may be permitted under subsection 13(3) and 22(2) of the act."</i></p> <p>2.3: <i>Motioned by Stephen Nixon, seconded by Travis Tannas - DELETE the words "or retired" from the first sentence.</i></p> <p>5.1 (e) (ii): <i>Motioned by Stephen Nixon, seconded by Travis Mirus - In Section 5.1 (e)(ii) REPLACE "hold any elected office ... " with "not hold any elected office ... "</i></p> <p>5.1 (e) (i): <i>Motioned by Stephen Nixon, seconded by Travis Mirus - In Section 5.1 (e)(i) REPLACE "attend and vote ... " with "attend but not vote ... "</i></p> <p>5.1 (d) (i): <i>Motioned by Stephen Nixon, seconded by Travis Mirus - In Section 5.1 (d) (i) REPLACE "attend and vote" with "attend but not vote."</i></p> <p>5.1. (d) (ii): <i>Motioned by Stephen Nixon, seconded by Travis Mirus - In Section 5.1 (d) (ii) REPLACE "hold any elected office..." with "not hold any elected office..."</i></p> <p>2.2 (b): <i>Motioned by Travis Tannas, seconded by Travis Mirus - ADD Section 2.2 (b)vi: "The term cycles will be as follows: Year 1 -> 5 members (4 board elections, 1 public appointments) ; Year 2 -> 5 members (3 board elections, 2 public appointments); Year 3 -> 4 members (3 board elections, 1 public appointment)</i></p> <p>2.7 (a): <i>Motioned by Travis Mirus, seconded by Stephen Nixon- In Section 2.7(a), DELETE the word "consecutive"</i></p> <p>4.3 (h): <i>Motioned by Travis Tannas, seconded by Travis Mirus - Section 4.3, ADD subsection 4.3(h) "That an emergency issue can be brought forward to any AGM with a simple majority vote."</i></p> <p>5.2.1: <i>Motioned by Peter Bowyer, seconded by Spencer Hunt - Add 5.2.1 - the College will enable employers (i.e. municipalities) if they so choose to provide payment for registrant fees on behalf of their EMS providers.</i></p>
	<p>Adjournment Meeting adjourned at 12:28 p.m.</p>