



AGENDA – Annual General Meeting

Thursday, June 23, 2022

9:00 am to 11:30 am

- 1. Welcome**
- 2. Acknowledgement Statement**
- 3. **Message from Minister Audrey Gordon**
- 4. Welcome to Invited Guests and Introduction of Council Members**
- 5. Call to Order and Credentials Report**
- 6. Meeting Procedures**
- 7. Adoption of Agenda**
- 8. Adoption of Minutes from July 29, 2021, AGM**
- 9. Report from Council Chair**
- 10. Report from Executive Director**
- 11. Audited Financial Statements: April 1, 2021 – March 31, 2022**
- 12. Announcement of Voting Results on Bylaws**
- 13. Guest Speaker: Dan Fraser – “Build Professional Rapport with Patients”**
- 14. Adjournment**



College of Paramedics of Manitoba Meeting Procedure for the 2022 Annual General Meeting

The Annual General Meeting of the College of Paramedics of Manitoba (CPMB) provides an opportunity to communicate with the public and our registrants evidence of our commitment to protect the public by regulating the paramedic profession in Manitoba. We will highlight our achievements and challenges in the past year and provide a look forward to the priorities of the next year.

The Annual General Meeting also allows the College to conduct designated business functions. In order to facilitate the completion of these functions in an organized and timely manner and to ensure registrants are heard, Council has set out the following meeting procedures.

1. The presiding officer for the Annual Meeting is the CPMB Council Chair or their delegate.
2. The role of the presiding officer is:
 - To introduce business in accordance with the agenda
 - To recognize speakers
 - To determine if a motion is in order
 - To keep discussion germane to the pending motion
 - To maintain order
 - To put motions to a vote and announce results if necessary
3. The presiding officer will address any comments or behavior that is contrary to the CPMB values or the Code of Ethics for the Paramedic profession
4. Participants who join the meeting virtually are responsible for ensuring network connectivity and that their software systems are updated with the most current version of the platform being used for the meeting.
5. A credentials report will verify the number of eligible voters who are in attendance in person and on line at the time the credentials report is tabled. The credentials report will also be updated prior to any vote that is required.
6. Questions and comments from members of the public in attendance about the business reports presented at the meeting are welcome.
7. Participants who are attending virtually will have their cameras turned off and all microphones will be muted. Participants who are participating virtually may use the Q and A function to raise questions and engage in conversation as needed.
8. Any participant may ask questions and participate in discussion. To obtain the floor, a participant may use the Q and A function to participate in discussion. The participant must state their full name to avoid confusion with another participant who may be in attendance.



9. The presiding officer will recognize questions in the order they are received either in person or online. Alternate questions will be taken from the in person portion of the meeting and from the on line participants.
10. The presiding officer will attempt to hear from registrants who have not previously spoken on a matter before permitting participants to speak again on the same matter.
11. If any voting is required during the meeting, online participants will vote using the polling function. Online participants will have 30 seconds to cast their vote. Participants who are present in person will be able to vote by raising their voting placards or by using polling functions that can be downloaded on a smartphone.
12. New motions will be stated verbally and transcribed into writing and presented to participants. The name of the mover will be recorded. If necessary, a seconder will be sought from the individuals in attendance.
13. 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 presiding officer.
14. In order to complete all items on the Agenda of the AGM, if the discussion on any particular item on the agenda is reaching the allotted time, the presiding officer will determine that arguments have been representative and balanced, that there are not any new unheard questions in the Q and A section of the on line meeting and all possible positions heard on a matter have been received before the question is called. This may mean that each attendee is not able to speak to a motion.
15. Agenda items will be timed and will be extended at the discretion of the presiding officer.



**DRAFT MINUTES – College of Paramedics of Manitoba AGM
Thursday, June 23, 2022
9:00a.m. - 11:30a.m.**

A meeting of the Membership of the College of Paramedics of Manitoba was held in person at the Hilton Hotel, 1800 Wellington Ave. and virtually by Zoom on Thursday, June 23, 2022.

1.	<u>Welcome</u> Welcome and introductions were extended to the attendees attending the CPMB AGM.
2.	<u>Land Acknowledgement Statement</u> Land Acknowledgement statement read by Chair.
3.	<u>Message from Minister of Health: Audrey Gordon</u> Message from Minister Audrey Gordon read by Chair, Leah Braun.
4.	<u>Welcome to Invited Guests and Introduction of Council Members</u> Leah Braun welcomed invited guests and introduced Council Members in attendance. A videorecording of the AGM will be posted on the College website for those not able to attend today.
5.	<u>Call to Order and Credentials Report</u> The Annual General Meeting was called to order at 9:02 a.m. As recorded at the start of the meeting at 9:03 a.m. 72 voting members were in attendance or logged into the meeting. Credentials report adopted as presented.
6.	<u>Meeting Procedures</u> Chair, Leah Braun read out the meeting procedures.
7.	<u>Adoption of Agenda</u> There were no objections and the AGM Agenda was adopted as presented.
8.	<u>Adoption of Minutes from July 29, 2021, AGM</u> There were no objections and the July 29, 2021 AGM Minutes were adopted as presented.
9.	<u>Reports from Council Chair</u> Leah Braun provided her report. There were no questions.
10.	<u>Report from Executive Director</u> Trish Bergal provided her report. There were no questions.
11.	<u>Audited Financial Statements: April 1, 2021 March 31, 2022</u> The audited financial statements of the College of Paramedics of Manitoba were presented by Ryan Youngson, Council Treasurer. Two recommendations from the 20 21 audit letter have been implemented: A monthly rent invoice from Portage and Empress Developments for the CPMB office space is received for



	<p>record keeping, and monthly meetings are held between the college and Platinum bookkeeping firm.</p> <p>The audited financial statements were prepared by Bradley Keefe of Fort Group. The statements were approved by CPMB Council via motion on June 22, 2023. The Treasurer reviewed the financial statements. Three questions were received regarding the financial statements.</p>
12.	<p><u>Announcement of Voting Results on Bylaws</u></p> <p>Trish Bergal presented the voting results on the bylaws:</p> <ul style="list-style-type: none">• 896 out of 2185 registrants voted. Voter turnout 41%• 449 (50.1%) votes for "No opposed to the motion made by Council to approve the May 15, 2022 version of the CPMB Bylaws"• 447 (49.9%) votes for "Yes in favour to the motion made by Council to approve the May 15, 2022 version of the CPMB Bylaws"• Thus the motion was defeated by a total of 2 votes• Governance committee will review the results of the votes and determine next steps regarding any further amendments to the Bylaws.• The March 24, 2021 version of the Bylaws is the version of Bylaws reinstated and by which the College will now operate in accordance with.• Two questions were received regarding the Bylaw vote, one question was taken before the guest speaker presentation and the other question was received after the guest speaker presentation.
13.	<p><u>Guest Speaker: Dan Fraser</u></p> <p>Dan Fraser provided a presentation on "Building a Professional Rapport with Patients"</p>
14.	<p><u>Adjournment</u></p> <p>Meeting adjourned at 10:24 a.m.</p>