BIATHLON CANADA
ANNUAL GENERAL MEETING
MINUTES
07 June 2015
Attendance

Members	
Ken Ransom – BC	Paula Septon – NB
Ken Davies– AB	Jean-Guy Levesque– QC
Scott Lockhart – MB	Doug Sylvester – SK
Alexandre Dumond – ON	Karen Purcell – NS
Stephen Brown – NL	Stephen Woodman – PE
Ted Kimmins - NWT	Bill Curtis – YT
Board	
Murray Wylie	Sherry Thompson
Brendon Bulger	
Brian Edey	
Staff	
Andy Holmwood – General Manager	Chris Lindsay – High Performance Director
Nicholas Vipond – Domestic Programs Manager	Christie Boyd – Admin Coordinator
Nominating Committee	
Ray Kokkonen	Carol Henley
Graham Lindsay	

1. CALL TO ORDER

-President Murray Wylie called the meeting to order at 11:02 hrs (MDT).

2. OPENING REMARKS OF THE PRESIDENT

-very successful National Team season highlighted – IBU Cup, World Cup, World Championship medals;

-also highlighted: highly successful IBU Cups hosted in Canmore, Nationals/NACH in Hinton, World Masters in Quebec City

-Upcoming staffing changes mentioned, including C. Lindsay's upcoming departure to Own the Podium. Murray commended and thanked Chris for his efforts over the past several years.

-the departure of Lisa Belliveau was mentioned; Lisa was thanked for her efforts.

-Stephen Hale has announced his resignation from the Board. Stephen's involvement was long-term, in leadership positions with both Board and Executive.

3. ROLL CALL OF DIVISIONS

-Divisional representatives identified themselves, as per the above Attendance table.

4. REGISTRATIONS AND CONFIRMATION OF VOTES

The number of votes that each Division was entitled to cast was verified by comparison to paid membership numbers as follows:	
BC – 5	QC – 4
AB – 4	NB – 3
YT – 1	NL –1
SK – 2	PE – 2
MB – 1	NS – 2
ON – 3	NT – 1

TOTAL NUMBER OF AVAILABLE VOTES: 29
TOTAL NUMBER OF VOTES PRESENT: 29

5. NOTICE OF ANNUAL GENERAL MEETING

The notice of the AGM was published in accordance with the by-laws of the Association by notification to each Division by electronic means and posted on the Biathlon Canada website on May 7th, 2015.

6. APPROVAL OF AGENDA

-Item 9.B added to agenda: “appointment of auditors”.

Motion #1: “To accept the agenda, as amended, for the Annual General Meeting.”
Moved by **PEI;** seconded by **NL** - Carried.

7. APPROVAL OF MINUTES OF 24 FEBRUARY, 2015 SPECIAL GENERAL MEETING

Motion #2: “To accept the minutes of the **February 24, 2015, Special General Meeting.”**
Moved by **QC;** seconded by **BC** - Carried.

8. APPROVAL OF MINUTES OF 2014 ANNUAL GENERAL MEETING

Motion #3: “To accept the minutes of the **June 22nd, 2014, General Meeting.”** Moved by **ON;** seconded by **BC** - Carried.

9.A AUDITOR'S REPORT

-no auditor's report available at the time due to several circumstances – expected for late June.
-Special General Meeting suggested for September to consider the Auditor's report.
-ON: would like financial statements circulated as soon as available, as well as report on staffing changes and move.
-possibility for SGM to be held earlier (July)

Motion #4: "To convene a Special General Meeting within three weeks of the financial statements becoming available." Moved by **ON**; seconded by **QC** – Carried.

9.B APPOINTMENT OF AUDITORS

Motion #5: "To appoint Collins-Barrow of Canmore as auditor for Financial Year 2015-16. Moved by **AB**; seconded by **BC** – Carried.

10. SANCTIONING ACTIONS OF THE BOARD OF DIRECTORS

Motion #6: "To sanction the actions and decisions of the Board of Directors for 2014-2015." Moved by **AB**; seconded by **BC** - Carried.

-motions captured in meeting minutes, but could also be encapsulated in a stand-alone document.
-question about Board meeting minutes, and circulation thereof. Board meeting minutes to be circulated to members in future.

11. BY-LAW AMENDMENTS

Recommended By-Law amendments were published and forwarded to the members 30 days in advance of the AGM.

-bylaw changes considered as a result of COC support and with input from the Sport Law group – a reaction to the new Not For Profit Act has some very specific requirements.
-Governance Committee, in collaboration with Sport Law, have come up with a number of bylaw changes.
-two changes are more important than others: Section 30 (Treasurer) and Section 31 (Executive Director)
-Finance & Audit Committee has largely replicated/made redundant the position of Treasurer.
-If the Treasurer is removed, the only remaining officer is the President. Second recommendation is that the second officer would be the General Manager.

-Section 43: mandated by NFP, Special General Meetings may be called upon request of 5% of the votes. Bylaws need to be changed to reflect this requirement.

-Bylaw changes could be made in one omnibus motion, separated by nature (editorial or material), or segregated.

-Generally, bylaw changes are of a housekeeping nature.

-MB: question about section 49, relating to voting by the President. According to Robert's Rules, President votes only to change the outcome of a motion.

Motion #7: "To approve the bylaw changes, in their entirety, as presented." Moved by **NL**; seconded by **QC** - Carried.

12. ELECTION OF FOUR BOARD MEMBERS

-Four Directors need to be elected, due to resignations.

-Ray Kokkonen described voting process; voters to select a maximum of 4 candidates
-question about candidates holding office as provincial presidents, vice-presidents, secretaries, and treasurers.
-If elected, candidates would have to step down from their Divisional appointments

11 candidates have stood for election:
Bob Campbell, Ken Davies, Bruce Gowling, Sherry Thompson, Paul Collard, Megan Imrie, Colin Bell, Fiona Milne, Riikka Salokannel, Donald Villeneuve

Candidates elected:

Megan Imrie Donald Villeneuve Colin Bell Ken Davies

Elections are concluded

Paul Collard and Sherry Thompson were thanked for their efforts.

ROUND TABLE
-Murray Wylie. Annual Meeting – possible move to September, due to challenge of obtaining prepared financial statements prior to the summer.
-ON – raised possibility of a Divisional Presidents' meeting
-PE – request for regular updates/information from the Board
-NL – Murray to touch base with new NL President
-QC – request for face-to-face meeting at some interval
-SK – question about CWG Tech Guide: Age and distance issues, Relay team issues to be considered. First draft of 2019 Technical Package to be made available in 2016
-BC – echoed request for face-to-face meeting

12. ADJOURNMENT

Prior to adjournment, Murray Wylie asked if there were any other issues arising from the published Agenda. There were no issues.

The Annual General Meeting was adjourned at 12:17hrs (MDT) on 07 June 2015.

Murray Wylie
President

Andy Holmwood
Recording Secretary