



2019 Annual General Meeting MINUTES

**Thursday, November 28th, 2019
Blue Mountain Village Resort
156 Jozo Weider Blvd, The Town of the Blue Mountains**

That there was an adequate number of members present, the meeting was called to order at approximately 11:10 a.m. on November 28th, 2019, by MEA President, Steve Lund.

1. Steve addressed the assembly and provided an overview of his President's Message included in the 2019 Annual Report package. He also expressed appreciation to the entire workshop organizing team for the 2019 Workshop. He highlighted the MEA's involvement in MCEA and OPS and stressed the significant contribution of MEA volunteers.
2. The MEA's Executive Director, Dan Cozzi, referred members to the Notice of Meeting (Information Circular, Proxies and Board Member Candidate Biographies) attached to the agenda. He indicated that due notice was provided to members as required in the MEA Constitution. Notice was in the form of an e-blast, website and social media news posts

Dan advised that he was carrying 2 Proxies submitted by members who could not attend the AGM and that these Proxies designated him to vote on their behalf.

3. **Reading and/or Consideration of the Minutes of the Previous AGM Meeting held at the Valhalla Inn, Thunder Bay on November 22nd, 2018.**

There were no questions or discussion regarding the previous minutes.

Motion AGM2019-01: *That the minutes of the 2018 Annual General Meeting of Municipal Engineers Association held November 22nd, 2018 at the Valhalla Inn, Thunder Bay, be approved as presented.*

Moved by Sandra Lawson
Seconded by Mike Donnelly
CARRIED

4. **Business Arising out of the Previous Minutes**

None

5. **Amendments to the Constitution and Letters Patent**

None

6. **Reading and/or Considering Correspondence**

No correspondence was received or considered at the meeting.



7. Reading and/or Considering of Administrative Reports

7.1 Executive Committee Report

Steve Lund, MEA President, provided an overview of the MEA Executive Committee Report. He highlighted the work related to MCEA reform, LID Storm Water Policy, the Young Professionals Committee, support for ORCGA, MIT Program, website improvements, collaboration with various sister associations, the recruitment of a new Member Services Coordinator, launch of Social Media Platforms (Twitter/LinkedIn) and the MEA's participation in the trade shows at the OGRA, OWWA and OPWA Conferences in 2019. He also advised of the MEA's withdrawal from OCSI due to a lack of commitment from other associations.

Motion AGM2019- 02: *That the MEA Executive Committee Report be accepted.*

Moved by Tom Copeland
Seconded by Anna Godo
CARREID

7.2 Nominating Committee Report

John Thompson, MEA Past President, provided an overview of the Nominating Committee Report and the list of candidates for the next MEA Board.

Motion AGM2019-03: *That the MEA Nominating Committee Report be accepted.*

Moved by David Thompson
Seconded by Enrico Scalera
CARRIED

7.3 Treasurer's Report

Salim Alibhai, MEA Secretary-Treasurer, presented the Treasurer's Annual Report and recommended that the Audit Committee continue to be used as a useful way to consider and act on the results of the annual Association audit.

Motion AGM2019-04: *That the MEA Treasurer's Report Fiscal Year 2018/2019 be approved as presented.*

Moved by Tom Copeland
Seconded by Jason Cole
CARRIED



7.4 Auditors Report & Motion for 2018/2019 Auditor

Salim Alibhai, MEA Secretary-Treasurer, provided an overview of the Auditor's Report (fiscal year ending August 31, 2019) as prepared by Lynne Remigio, CPA CA, Licensed Public Accountant, and proposed to use the same auditor for the fiscal year ending August 31, 2020.

Motion AGM2019-05: *That the Audit of the Financial Statements for the fiscal year ending August 31, 2019, of the Municipal Engineers Association carried out by Lynne D. Remigio, CPA CA, Licensed Public Accountant, be accepted.*

Motion AGM2019-06: *That the firm of Lynne D. Remigio, CPA CA, Licensed Public Accountant, be engaged to perform the audit of the MEA Financial Statements for the fiscal year ending August 31, 2020.*

Moved by Mike Donnelly
Seconded by Bino Varghese
CARRIED

7.5 Audit Review Committee Report:

Salim Alibhai, MEA Secretary-Treasurer, provided an overview of the Audit Review Committee Report.

Motion AGM2019-07: *That the MEA Audit Review Committee Report be accepted.*

Moved by Anna Godo
Seconded by Roslyn Lusk
CARRIED

8. **Motion approving Executive Committee's Actions in 2018/2019**

Steve Lund, MEA President, solicited a motion from the floor.

Motion AGM2019-08: *That the actions of the 2018/2019 Executive Board are endorsed by the MEA membership.*

Moved by Tom Copeland
Seconded by Reg Russwurm
CARRIED

9. Reading and/or Considering Reports of Standing and Special Committees

Steve, MEA President, referenced the various reports of the Executive Committees, MEA Committees, External/Specialty Committees and OPS Committees that were included in the 2019 AGM Annual Report, and if there were any questions or business arising from them.

Motion AGM2019-09: *That all the reports of the Standing and Special Committees as presented in the 2019 MEA Annual Report, be accepted.*

Moved by David DiPietro
Seconded by Paolo Masaro
CARRIED

10. Reading and/or Considering of Other Resolutions

None.

11. General Business

Steve Lund, MEA President, announced that the MEA is still working to secure a host for the 2020 MEA Annual Workshop & AGM. Further details on location, dates and hotel locale will be provided in early 2020.

12. Election of Directors for 2019/2020 MEA Board Term

John Thompson, MEA Past President announced there are 10 candidates to serve on the MEA Board for the 2019/2020 term. The current President, Steve Lund, becomes the past-president. There will be 2 vacancies on the board with the departure of the current Past-President (John Thompson) and the resignation of a Director (Enrico Scalera) due to workload and family commitments. All other current members of the Board have indicated their respective willingness to be candidates to serve the MEA membership as a Board member for the 2019/2020 term.

The Nominating Committee, after a thorough search, has recommended that MEA members Chris Traini (County of Middlesex), and Catherine Taddo (City of Sault Ste-Marie) as the 2 candidates to fill the vacancies on MEA Board for the 2019/2020 term.

With the approval of the Nominating Committee Report, (Item 7.2) the candidates for Directors for the MEA Board for the 2019/2020 term are:

Steve Lund (Past-President)	Huron County
Roslyn Lusk	City of Kitchener
Salim Alibhai	York Region
George Elliott	Town of Strathroy-Caradoc
Christine Adams	City of St. Catharines
Matthew Miedema	City of Thunder Bay
Jason Cole	County of Lambton
Nick Colucci	Township of Brant
Chris Traini	County of Middlesex
Catherine Taddo	City of Sault Ste-Marie



Motion AGM2019-10: *That the election of the candidates for MEA Board for the 2019/2020, be approved as presented.*

Moved by Tom Copeland
Seconded by Sandra Lawson
CARRIED

12. Adjournment

Motion AGM2019-11: *That the 2019 Annual General Meeting be adjourned.*

Moved by John Thompson
Seconded by Mike Donnelly
CARRIED

The meeting was adjourned at approximately 11:40 pm

The 2020 Annual General Meeting will be held in November 2020, details will be provided once a 2020 Workshop Host has been resolved.

Minutes of meeting prepared by:

**D. M. (Dan) Cozzi,
MEA Executive Director**