

**MINUTES
2025 MEA AGM
Thursday, November 13, 2025, 11:15 a.m.
RBC Place Conference Centre, London ON**

There was an adequate number of members present, and the Annual General Meeting (AGM) was called to order at approximately 11:15 a.m. on November 13th, 2025, by MEA President, Taylor Crinklaw. The AGM was held in Salon B at RBC Place Conference Centre in London, ON. Attendance was estimated to be in the range of 60 members.

1. President's Message:

Taylor Crinklaw provided an overview of his President's Message included in the 2025 Annual Report package.

- Matt thanked the London Organizing Committee for organizing the 2024 Conference.
- Acknowledged and commended all the volunteers who sit on the balance MEA, External and OPS committees.
- Taylor acknowledged that current MEA Executive Director will be retiring at the end of his current contract term (June 30/26) and that the MEA Executive will be starting a recruitment process to replace him soon.
- Taylor advised it was his pleasure to serve the membership for the past year as the MEA President, and he thanked all the members of the Board of Directors, as well as MEA staff.

2. Notice of Meeting, October 8, 2025:

The MEA's Executive Director, Dan Cozzi, referred members to the Notice of Meeting (Information, Proxies and Board Member Candidate Biographies) attached to the 2025 AGM Report Package. 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. He also noted that no proxies were submitted to him in accordance; no other members in attendance AGM were carrying proxies.

3. Reading and/or consideration of Previous AGM:

Minutes (2024 AGM – Delta Hotel, Ottawa ON - Nov. 21, 2024)

Motion 2025-01:

THAT the minutes of the 2024 Annual General Meeting of the Municipal Engineers Association held November 21st, 2024, be approved.

***Moved by: David Mhango
York Region***

***Seconded by: Sandra Lawson
Life Member***

CARRIED

4. Business arising out of the minutes:

- None

5. Amendments to the Constitution & Articles of Incorporation:

- None
- Dan Cozzi advised that the approved Bylaw amendment from 2023 included language about

“Termination of Membership” (clause 2.06b) and is not as concise as it needs to be. This clause should be edited to clarify that it excludes “Life Members.” This is a minor issue, and it will be kept on file for a future Bylaw amendment.

6. Reading and/or considering correspondence:

- None

7. Reading and/or considering of Administrative Reports:

7.1. Board of Directors Report:

- Matt provided an overview of the report.

Motion 2025-02:

That the MEA 2025 Board of Directors Report be accepted.

***Moved by: Bino Varghese
Region of Durham***

***Seconded by: Paul Acquah
York Region***

CARRIED

7.2. Nominating Committee Report:

- Matthew Miedema provided an overview of the report.

Motion 2025-03:

That the MEA 2025 Nominating Committee Report be accepted.

***Moved by: Ben de Haan
Mun. of South Dundas***

***Seconded by: Lee Robinson
City of St. Catharines***

CARRIED

7.3. Treasurer's Report:

- Ben de Haan provided an overview of the report

Motion 2025-04:

That the MEA Treasurer's Report Fiscal Year 2025/2026 be approved.

***Moved by: Salim Alibhai
York Region***

***Seconded by: Steve Lund
Life Member***

CARRIED

7.4. Auditors Report & Motion for Next Year's Auditor:

- Ben highlighted the Auditor's Report and the requirement to retain an Auditor for the next fiscal cycle.

Motion 2025-05(a):

That the Audit of the Financial Statements of Aug. 31, 2025, of the Municipal Engineers Association, carried out by Lynne D. Remigio, CPA, be accepted.

***Moved by: Roslyn Lusk
City of Kitchener***

***Seconded by: Jason Cole
Lambton County***

CARRIED

Motion 2025-05(b):

That the firm of Lynne D. Remigio, CPA, be engaged to perform the audit of the MEA Financial Statements for the fiscal year ending August 31, 2026.

Moved by: Sarah McDonald

United Counties of Leeds Grenville

Seconded by: Enrico Scalera

City of Burlington

CARRIED

7.5. Audit Review Committee Report:

- Ben provided an outline of the report

Motion 2025-06:

That the 2025 MEA Audit Review Committee Report be accepted.

Moved by: Chris Traini

Middlesex County

Seconded by: Pruthvi Desai

Town of Blue Mountains

CARRIED

7.6. Motion approving the Board of Director's Actions during the 2023-2024 term:

Motion 2025-07:

That the actions of the 2025/2026 Board of Directors are endorsed by the MEA membership.

Moved by: Reg Russwurm

City of Guelph

Seconded by: Mike Donnelly

Town of Halton-Hills

CARRIED

8. Reading and/or considering reports of Standing and Special Committees:

- Chris referenced the many committee reports included with the AGM Report Package

Motion 2025-08:

That all the 2025 reports from the Standing and Special Committees be accepted.

Moved by: Penelope Palmer

City of Toronto

Seconded by: Don Kudo

Wellington County

CARRIED

9. Reading and/or Considering of Other Resolutions:

- None

10. General Business: 2026 – 2027 Conference Updates:

- Matt advised the following about the locations of upcoming MEA Conferences
 - 2026: City of Vaughan
 - 2027: City of Toronto

11. Election of Directors for 2025/2026:

- Matthew Miedeama outlined the candidate slate for the election

Motion 2025-09:

That the election of the candidates for MEA Board for the 2025/2026 term, be approved as presented.

***Moved by: Reg Russwurm
City of Guelph***

***Seconded by: Mohammad Alam
City of Brampton***

CARRIED

12. AGM Adjournment:

Motion 2025-10:

That the 2025 Annual General Meeting be adjourned.

***Moved by: Sandra Lawson
Life Member***

***Seconded by: Binu Varghese
Region of Durham***

CARRIED

Minutes Prepared by:



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