

College of Vocational Rehabilitation Professionals
AGM MEETING MINUTES – Wednesday February 27, 2019

Meeting:	AGM Webinar and Teleconference	Meeting Date:	February 27, 2019
Meeting Facilitator:	Warren Comeau Secretary / Treasurer	Time schedule:	12:00 p.m. EST
Attendees:	30 Attendees in good Standing Corinne Rivers, Parliamentarian Janka Mifsud, IT Expert Janice Ray, Registrar Roselle Piccininni, Assistant Registrar	Note Taker:	Michelle Denley

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Item	Summary	Action Item Date of Completion
I. Call To Order	The meeting was called to order by Warren Comeau at 12:08 PM Quorum was declared by Mr. Comeau	
II. Appointment of the Parliamentarian	Mr. Comeau requested the attendees accept the appointment of Ms. Corinne Rivers as Parliamentarian Approved as presented	
III. Approval of 2018 AGM Agenda	Moved that the 2018 Agenda be approved as tabled Accepted as presented	
IV. Approval of Minutes for AGM Sept. 21, 2016	Motion No. 2: <u>SUBJECT OF MOTION:</u> Approval of the 2017 AGM Minutes Moved that: the 2017 AGM minutes be approved as posted Moved by Terena Delaney Seconded by Sharon Smith Vote; Motion Carried	
V. President's & Registrar's Report	Report as posted online a) Accomplishment in 2016-2018 – as posted Verbal report read by Warren Comeau on behalf of Thea Aldrich b) Board Motion 3: Ratification of Revised Scope of Practice Motion No. 3: <u>SUBJECT OF BOARD MOTION:</u> Member Ratification of the Revised Scope of Practice Moved that the members of the College ratify the revised Scope of Practice, as approved by the Directors of the Board Discussion: Sean FitzGerald gave a special thanks to Sharon and the registration committee for they work they have done on the scope of practice. c) Board Motion 7: Ratify the Action of the Directors and Officers Motion No. 7: <u>SUBJECT OF MOTION:</u> To ratify the actions taken by the Directors and Officers of CVRP Moved that the members ratify the revised Scope of Practice as approved by the Directors of the Board Moved by Dennis Shaw; Seconded by Roselle Piccininni Vote: Motion Carried	

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VI. 2017-2018 Financial Statements	<p>2017-2018 Financial Statements as posted online.</p> <p>a) Board Motion 4: Approval of the 2018 Financial Statements</p> <p>Warren Comeau passed the AGM Chair position to Sean FitzGerald.</p> <p>Motion No. 4:</p> <p><u>SUBJECT OF MOTION:</u> To approve Financial Statements, June 30, 2018</p> <p>Moved that the Financial Statements, June 30, 2018 as approved by the Board of Directors on February 11, 2019, be approved as presented Moved by Warren Comeau Seconded by Kelvin Brown Vote: Motion Carried</p> <p>b) Board Motion 5: Appointment of Auditor Vote: Approved.</p> <p>Motion No. 5:</p> <p><u>SUBJECT OF MOTION:</u> Appointment of accountant, B. A Spencer, C. A. Professional</p> <p>Moved that B. A Spencer, C. A. Professional Corporation, be appointed auditor for the Corporation to hold office until the next annual general meeting and the directors are hereby authorized to fix the remuneration. Moved by Evie Cowtiz; Seconded by Sue Allardyce Vote: Motion Carried</p> <p>Sean FitzGerald passed the AGM Chair back to Warren Comeau</p>	
VII. Election of the Board of Directors	<p>Slate of Nominations - Posted on website. Kaitlyn Morris Chair of nominations committee - As per Bylaw #1, Section 11(b), the following people were nominated and accepted for election:</p> <p>Slate of Nomination as of February 2019</p> <ol style="list-style-type: none"> 1. Ms. Sharon Smith - returning Director - Chair of Registration Committee 2. Ms. Sue Allardyce - returning Director - CEU Research & Co-ordination 3. Ms. Terena Delaney returning Director-at-large, 4. Dr. Michel Lacerte, FRCPC, CCRC, DESS, CVRP(D) 5. Mr. Philip Boswell, ABVE/F, CCVE(F), CVRP(F) 6. Mr. Sean FitzGerald, CLCP, CVRP(D), CCVE(D) - Past Board Director <p>Directors & Officers confirmed to stand for a 2nd year of their 2-year term:</p> <p>Ms. Thea Aldrich, CVRP, CCVE(D) - Incumbent President Mr. Warren Comeau, CVRP(F), CCRC - Incumbent Treasurer Mr. Keith Glynn, CVRP, CCVE - Director-at-Large Ms. Kaitlyn Morris, MA Soc, CVRP - Chair, Nominations Committee Mr. Francis Fung, CCVE(D), CVRP(D) - Director-at-Large Mr. Jeff Cohen, RVP RRP CRV CVRP CCVE - Director-at-Large</p> <p>Public Directors: 2 vacancies - The Public Directors were appointed for a 2 year term by the 2016-2018 Board of Directors as per By-Law No.1</p>	

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	<p>Kaitlyn Morris called for Nominations from the floor: 3 calls from the floor were conducted No Further nominations from the floor. Kaitlyn Morris declared Nominations closed.</p>	
<p>VIII. Standing Committee Report</p>	<p>All committee reports were posted online.</p> <p>a) Registration Committee - Ms. Sharon Smith, Chair</p> <p>Sharon Smith read her report as presented on the CVRP website.</p> <p>b) Examination Committee – Janice Ray, Registrar</p> <p>Janice Ray presented a verbal report. The new return to work / disability management and the life care planning credentials that the 2019 examination committee will be developing at the upcoming examination retreat. Dr. Garry Corbett will be stepping down from running the examination committee and Janice Ray will step up to lead. Janice Ray also explained the updates that will be made to the CVRP website.</p> <p>c) Motion 6: Acceptance of Committee Reports.</p> <p>Motion No. 6:</p> <p><u>SUBJECT OF MOTION:</u> Acceptance of Committee Reports</p> <p>Moved that: The Committee Reports as Presented and posted be accepted Moved by Sharon Smith; seconded by Vote: Motion Carried</p>	
<p>IX. New Business</p>	<p>No new business</p>	
<p>X. Motion to adjourn the meeting</p>	<p>Motion to adjourn the meeting by Warren Comeau</p> <p>Meeting adjourned at 12:35</p>	

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