



Minutes of the **Annual General Meeting** of Engineers Geoscientists Manitoba held online and in-person at the RBC Convention Centre on **Thursday, October 19, 2023**.

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### **1. Call to Order and Declaration of Quorum**

President Ian Smallwood, P.Eng., FEC, called the meeting to order at 1:30 p.m.

He welcomed everyone to the 104<sup>th</sup> Annual General Meeting of Engineers Geoscientists Manitoba, which was being held both in-person and virtually.

President Smallwood read the statement acknowledging the traditional lands on which the RBC Convention Centre and the majority of the Association's practitioners were located on, and which recognized Engineers Geoscientists Manitoba's commitment to Indigenous peoples and their communities.

As of the Call to Order there were 101 professional members in attendance. President Smallwood announced that quorum was present and the meeting was declared duly constituted.

Supporting documentation for the meeting was provided in printed format and available on the Engineers Geoscientists Manitoba website.

President Smallwood provided instructions for the meeting and introduced Brandon Gallacher, election manager from Data on the Spot, who reviewed the voting instructions.

### **2. Standing Rules of the Meeting**

President Smallwood introduced the standing rules of the meeting.

It was **MOVED** by Allan Silk and **SECONDED** by Kathryn Atamanchuk that the standing rules of the meeting be approved.

Hearing no discussion, President Smallwood called the question on the motion.

In Favour – 99%  
Opposed – 1%

**CARRIED**

### **3. Approval of the Agenda**

President Smallwood announced that no other business was received 48 hours before the start of the meeting, as per By-law 13.1(d), and the agenda was approved as presented.

**4. Minutes of the 2022 Annual General Meeting**

President Smallwood asked if there were any corrections to the minutes of the Annual General Meeting of October 13, 2022. Hearing none, the minutes were adopted as circulated.

He reported there was no business arising out of the minutes of the 2022 Annual General Meeting.

**5. Introductions**

President Smallwood introduced the members of Council. Those attending in person included, Kathryn Atamanchuk, P.Eng., FEC, Allan Silk, P.Eng., FEC, Jessica Adelman, P.Geo., David Amorim, P.Eng., Mike Houvardas, P.Eng., Christina McDonald, Alan Pollard, P.Eng.(SM), FEC, and Eric Yang, P.Geo.

Regrets were received by Crystal Aliwalas Paculan, Celine Rivard, P.Eng., Lisa Thomson, P.Eng., and Shipra Verma.

A welcome was extended to guests joining from outside the province and from other Manitoba associations.

Greetings were shared from Nancy Hill, P.Eng., LLB, FEC, FCAE, President of Engineers Canada and Doug Bell, P.Geo., FGC, President of Geoscientists Canada.

**6. Moment of Silence for Deceased Members**

A moment of silence was observed in the memory of those members who passed away since the 2022 Annual General Meeting.

Ken Adams  
Yaw Afriyie  
Michael Bauer  
Lyle Crowe

Anthony Eshmade  
Samir Hammad  
Stephen Roper  
Sammy Sadaka

George Swan  
Victor Tanner  
Richard Zebinski

**7. Report of the President**

President Smallwood transferred the role of Chair to Vice-President Kathryn Atamanchuk, P.Eng., FEC, while he presented his report.

President Smallwood provided an update on the work Council has done this past year which included highlights of the CEO succession plan, the ongoing governance review and the recent amendments to *The Engineering and Geoscientific Professions Act*. He ended his report by thanking Council, volunteers, and staff for their dedication and hard work this past year.

Vice-President Atamanchuk called for any questions relating to the report.

Hearing none, the Secretary was asked to record that the Report of the President was discussed and received as information.

Vice-President Atamanchuk returned control of the meeting back to President Smallwood.

**8. Report of Council Election and By-Law Changes**

President Smallwood introduced the scrutineers who were appointed to oversee the 2023 Council election and by-law vote: Gregory Page, P.Eng., FEC, Don Spangelo, P.Eng.(SM), FEC, and Suman Suri, P.Eng.

President Smallwood invited Gregory Page, Chief Scrutineer, to present the Scrutineers Report.

Mr. Page reported that the newly elected councillors were,

- Mike Houvardas, P.Eng.
- Carol Martiniuk, P.Geo.(SM) (by acclamation)
- Steven Wu, P.Eng., FEC
- Kyle Ward, EIT

Mr. Page reported on the results of the By-law vote.

- The omnibus proposal to support the legislative changes to *The Engineering and Geoscientific Professions Act.* – PASSED

President Smallwood asked the Secretary to record that the Scrutineers Report was presented and received as information.

He then introduced the members of the 2023-2024 Council.

- Kathryn Atamanchuk, P.Eng., FEC, President
- Ian Smallwood, P.Eng., FEC, Past President
- Jessica Adelman, P.Geo.
- David Amorim, P.Eng.
- Mike Houvardas, P.Eng.
- Carol Martiniuk, P.Geo.(SM)
- Christina McDonald
- Crystal Aliwalas Paculan
- Alan Pollard, P.Eng.(SM), FEC
- Lisa Thomson, P.Eng.
- Shipra Verma
- Kyle Ward, EIT
- Steven Wu, P.Eng., FEC

**9. Auditors Report**

President Smallwood invited Don Bergen, CPA, CA, Chair of the Audit Committee, to present the report of the external auditor.

Mr. Bergen reported that presentation by Fort Group was comprehensive, and Engineers Geoscientists Manitoba was given an “unqualified” or clean audit report with no identified deficiencies. He then provided a few notable highlights of the 2023 audit.

President Smallwood announced that Council approved the auditor’s report and the 2023 financial statements as part of its governance policies and processes.

He asked if there was any discussion on the report. Hearing none, he asked the Secretary to record that the report of the Auditors and the 2023 Financial Statements were presented and received as information.

### **10. Appointment of Auditors**

President Smallwood invited Don Bergen, CPA, CA, Chair of the Audit Committee, to present the Audit Committee’s recommendation of the external auditor.

Mr. Bergen reported that the year ending June 30, 2023 was the first annual audit performed by Fort Group for Engineers Geoscientists Manitoba. Based on their positive performance, the Audit Committee recommends that Fort Group be appointed as the Association’s auditor for the fiscal year ending June 30, 2024.

It was MOVED by Christina McDonald and SECONDED by Jessica Adelman that Fort Group be appointed as the Association’s auditor for the 2023-2024 fiscal year.

President Smallwood asked if there was any discussion. Hearing none, he called the question on the motion.

In Favour – 98%  
Opposed – 2%

CARRIED

### **11. 2023-2024 Budget and Schedule of Dues and Fees**

President Smallwood reported that the 2023-2024 Budget and the Schedule of Dues and Fees were approved by Council, in accordance with By-law 10.1(b).

He invited David Amorim, Chair of the Finance Committee, to provide a presentation on the 2023-2024 budget.

Councillor Amorim provided a summary of the budget and noted that it continues to support ongoing strategic priorities without an increase to member dues.

President Smallwood asked if there was any discussion on the presentation.

Members asked questions, some of which referred to the Indigenous Outreach Fund, regulatory spending versus advocacy spending, and Chapter funding and support.

Hearing no further questions, President Smallwood asked the Secretary to record that the 2023-2024 Budget and the Schedule of Dues and Fees were discussed and received as information.

## **12. Resolutions**

As per By-law 13.8.4(c) resolutions adopted at an annual general meeting shall be considered by, but were not binding upon, the Council, but the Council shall report on the disposition of any such resolution at the next annual general meeting.

President Smallwood announced that there were no resolutions passed at the 2022 Annual General Meeting to report on.

## **13. Other Business as per By-law 13.1(d)**

As per By-law 13.1(d) special business proposed by professional members shall be considered at the Annual General Meeting provided that the motion was received by the Secretary no less than 48 hours before the start of the meeting.

Mr. Gregoire reported that no motions were received.

As per By-law 6.5.2 members of the Public Review Committee shall be comprised in accordance with the terms of reference adopted by Council. According to Governance Policy GP-8.12 two professional members shall be elected to the committee at the Annual General Meeting for a two-year term.

President Smallwood called for nominations. After a short break, he announced the names of the nominees, noting that consent had been confirmed for each.

President Smallwood called for a vote for the first nominee to be appointed to the committee.

Dave Ennis was appointed to the Public Interest Review Committee for a two-year term.

President Smallwood called for a vote for the second nominee to be appointed to the committee.

Linda Murphy was appointed to the Public Interest Review Committee for a two-year term.

## **14. Recognition of Retiring Councillors**

President Smallwood recognized the following councillors who had completed their term on Council and thanked them for their service.

Allan Silk, P.Eng., FEC  
Celine Rivard, P.Eng.  
Eric Yang, P.Geo.

## **15. Gavel Ceremony**

The Scott gavel was passed from Ian Smallwood to Kathryn Atamanchuk in accordance with the official ceremony for turning over the gavel to the incoming president. Ms. Atamanchuk signed the scroll, which was then returned to its place in the gavel.

**16. Incoming President's Address**

Incoming President Atamanchuk spoke of the importance and the responsibility of the professions and the need to reflect the diversity of the public. She expressed her gratitude towards current and outgoing councillors for their hard work and dedication and looked forward to the year ahead.

**17. Closing Announcements and Adjournment**

President Smallwood thanked everyone for attending and announced that this year's Ingenium Professional Development Seminars would be taking place virtually, from November 7<sup>th</sup> to 9<sup>th</sup>.

President Smallwood adjourned the meeting at 3:00 p.m.

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Ian Smallwood, P.Eng., FEC  
President

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Michael Gregoire, P.Eng., FEC  
CEO, Registrar & Secretary