

**ANNUAL GENERAL MEETING**

**FREDERICTON CONVENTION CENTRE  
FREDERICTON, NEW BRUNSWICK**

July 10, 2014  
12:30 pm

**Attendees: List Attached**

**MINUTES**

**1. Call to order**

The meeting was called to order at 12:25 pm. A quorum was confirmed with 12 members in attendance.

**2. Adoption of the Agenda**

It was moved by Janice Harper and seconded by Elaine Mitchell that the agenda be adopted.

**Motion Carried**

**3. Adoption of the Minutes of the 2012 Annual General Meeting**

It was moved by Tracey Wade and seconded by André Frenette that the Minutes of the 2013 Annual General Meeting be approved.

**Motion Carried**

**4. President's Report**

The President gave his Annual Report. He pointed to the communique from API describing strategic events which have taken place over the year. Planning for the Future and the Not for Profit legislation have driven change at the national level. These changes will have a significant influence on API. We reviewed and evaluated the function and role of API relative to the branches and relative to the role of CIP at a strategic planning session held in Halifax in May. The by-laws will have to be revised to reflect the changes. In addition, to be in compliance with the Not for Profit legislation, API will be required to file its Articles of Continuance.

The President provided the following statistics to illustrate the volume of work this Council has done on behalf of the members in regards to the impending changes: 9 meetings, 13 conference calls, 3 meetings with CIP (Winnipeg, Toronto and Fredericton) 1 strategic planning session and three related conference call sessions. In addition the President spoke with three of the four provincial jurisdictions to outline the need to have the planning legislation point to RPP and to have planning legislation in place (PEI and NFLD)

A question from the floor was raised regarding the continued role of students on Council and in Branches. The President indicated that these issues will be addressed through the functional analysis of API.

**5. President Elect's Report on CIP Council Matters**

The President Elect's report on CIP Council Matters was given. Points highlighted included: CIP Articles of Continuance; proposed name change from Canadian

Institute of Planners to Canadian Institute of Planning; revised membership database to facilitate better communication between members; increased functionality of website; moving towards becoming advocates for planners at the national level; reformatting to deliver a higher level of service to members and advocate for planners nationally; by-laws to be changed next.

**6. Overview of Strategic Planning Session**

Given as part of president's report

**7. Articles of Continuance**

The President gave an overview of the need for the Articles of Continuance indicating that API in its current form will continue with minor adjustments, including: name change to bilingual name; number of directors; voting and non-voting members, reflecting the CIP structure; additional provisions enabling additional members to be appointed for specific expertise.

It was moved by Samantha Murphy and seconded by Janice Harper that the Articles of Continuance, as presented, be filed in accordance with the legislation.

**Motion Carried**

**8. Treasurer's Report**

**a) Auditor's Report**

The Treasurer gave a summary of the report. The accountant has changed and this report is an Annual review engagement.

It was moved by Nancy Griffiths and seconded by Stephen Jewczyk that the Financial Statement report be accepted.

**Motion Carried**

**b) Appointment of Auditors**

It was moved by Nancy Griffiths and seconded by Stephen Jewczyk that the auditor Mr. Gregory Stokes, CA, be appointed for the fiscal year 2014.

**Motion Carried**

**9. Branch Reports**

a) Newfoundland and Labrador – the written report was provided.

b) New Brunswick – the written report was provided

c) Nova Scotia – the written report was provided. A question raised by Mary Bishop with respect to Attachment B. Miles Agar gave a response that LLPANS voted to collect membership fees while still working with API. Bernadet Samulski requested clarification on why LLPANS has voted to collect the fees. Miles Agar indicated that Nathan Rogers, President of LLPANS would be the best person to give a response. Miles highlighted that in part the action is related to the legislation. He indicated that there is a need to work closely with API. Stephen asked whether the other three branches could follow suit. The actual structure is still to be decided as the collection of membership fees involves CIP.

d) Prince Edward Island – the written report was provided

All reports were accepted

**10. Student Representative's Report**

The Student representative report was accepted.

**11. Executive Director's Report**

The Executive Director's Report was accepted.

**12. Membership Committee's Report**

The Membership Committee report was accepted. Mary Bishop read for the record the new members and new candidates.

**13. Report on Continuous Professional Learning (CPL)**

The Continuous Professional learning Committee report was accepted.

**14. Professional Practice Review Committee Report**

No report given.

**15. Nomination of President Elect**

Samantha Murphy was elected by acclamation.

**16. Presentation of Awards**

The following members were acknowledged for their volunteerism:  
Mary Bishop for ongoing Volunteer work on Membership Committee.  
Ken O'Brien for his commitment to the Newfoundland Branch.  
Albert Dunphy for his commitment to API.

The API Award of Excellence for a Special Research Study was awarded to the Dalhousie School of Planning

**17. Other Business**

Brynn Horley was given the Young Planner's Award from CIP.

**18. Adjournment**

**Dallas Gillis moved to adjourn the meeting at 1:30pm.**

**Respectfully submitted:**

Gay Drescher  
**Secretary**

André Daigle  
**President**

Attendance:

André Daigle, MCIP, RPP	NB
Gay Drescher, MCIP, RPP	NB
Patricia Manuel, MCIP, LPP	NS
Marcelle Thibodeau-Hennigar, MCIP, RPP	NB
Elaine Mitchell, MCIP	NL

Samantha Murphy, MCIP	PE
Kieran Miller, Provisional	NB
Alicia Brown, MCIP, RPP	NB
Marcello Battilana, MCIP, RPP	NB
Colleen Carey, MCIP, LPP	NS
Stephen Stone	NB
Sarah Ravlic, Student	NS
Mary McInnes, Student	NS
Alexandre Girard, MICU, UPC	N-B
André Frenette, MICU, UPC	N-B
Elissa Gollan, Provisional	NB
Stephen B. Jewczyk, FCIP	NL
Karen Neville, MCIP, RPP	NB
Conor Tripp, MCIP, RPP	NB
Bernadet Samulski, MCIP, RPP	NB
Douglas Foster, MCIP, LPP	NS
Ken Forrest, MCIP, RPP	NB
Bill DeGrace, MCIP, LPP	NS
Daniel Savard, MCIP, RPP	NB
Jacob Ritchie, MCIP, LPP	NS
Kate Greene, MCIP, LPP	NS
Janice Harper, MCIP	PE
Dallas Gillis, MCIP, RPP	NB
Greg Zwicker, MCIP, LPP	NS
Kourash Rad, MCIP, LPP	NS
Nancy Griffiths, MCIP	NL
Tracey Wade, MCIP, RPP	NB
Mary Bishop, FCIP	NL
Lori Bickford, Provisional	NB
Leticia Smillie, MCIP' LPP	NS
Miles Agar, MCIP, LPP	NS
Michel Lang, MCIP, RPP	NB
Maurice Bouffard, MCIP, RPP	NB
Jean Goguen, MCIP, RPP	NB
Anna Myers, MCIP	NL
Bruce Mans, MCIP, LPP	NS
Serge Boucher, MCIP, RPP	NB
Wilson Bell, MCIP, RPP	NB
Frank Flanagan, FCIP, RPP	NB
Mark Reade, MCIP, RPP	NB
Eric Gagnon, Provisional	NB
Bill Budd, MCIP, RPP	NB
Jessica McDonald, MCIP, LPP	NS
Jennifer Griffiths, MCIP, RPP	NB
Sébastien Arcand, MCIP, RPP	NB
Jeffrey Haggett, Provisional	NS
Colleen Bawn, MCIP, RPP	NB
Albert Dunphy, MCIP, LPP	NS

Guest: Michael Gordon, MCIP , President of CIP/ICU                      BC