



Atlantic Planners Institute Institut des Urbanistes de l'Atlantique

ANNUAL GENERAL MEETING

BEST WESTERN GLENGARRY INN
TRURO, NOVA SCOTIA
SEPTEMBER 20, 2007, 12 NOON

(Draft 2, November 22, 2007)

MINUTES

In attendance:

Albert Dunphy, MCIP
Mark Poirier, MCIP
Paula Costello
Jean Goguen
Sebastien Doiron
Carla Slaunwhite
Greg Zwicker, MCIP
Jeff Merrill
Mary Wong
Anna McCarron
Jamie Harper
Elaine Mitchell, MCIP
Britt Ranor
Jason MacDonald
Patricia Richards, MCIP
Eric Shaw, MCIP
Doug Foster, MCIP
Jan Skora
Paul Boundridge
Mark Tekamp
Dave Smith, MCIP
Chad Manley
David Mitchell, MCIP
Aftob Erfan
Justin Preece
Frank Palermo, FCIP
Roger Sturdevant, MCIP
Samantha Murphy, MCIP

Pam MacIntosh, MCIP
Patrick Klassen
Julie Marcoux, MCIP
Sylvain Losier, MCIP
Jaime L. Smith
Wilson Bell, MCIP
Mary Bishop, FCIP
Tina MacCallum (guest)
Leslie Tse
Steven Brasier (guest)
Danielle Baker
Jeffrey Turnbull
Tim Moerman, MCIP
Dallas Gillis
Derek French
Andree Charron Dallaporta, MCIP
Roland Burek
Corrie Davis, MCIP
Paul Smith, MCIP
Debbie Uloth (guest)
Jason Fox
Susan Day
Ben Sivak
Kate Greene
Lindsay Lyfitto
Kathryn MacKay
Ed Curran

Kingsley Lewis, MCIP (Ret)
Randa Wheaton, MCIP
John Jarvie, MCIP
Serge Boucher, MCIP
Safa Fayek, MCIP
Bill Budd, MCIP
Kristen O'Toole
Meredith Cooper (guest)
Nick Pryce, MCIP
Anne Baker (guest)
Holly McMackin
Colleen Baun
Tom Horrocks, MCIP
Vernon Parker, MCIP
Tracey Wade, MCIP
Michael Poulton, MCIP
Andre Daigle, MCIP
Leon MacIsaac
Andrew Fisher
Chrystal Fuller, MCIP
Nathan Rogers
Andrew Paton, MCIP
Jessica Paterson
Colleen Humphries
Jeff Haggett
Lydia Lewycky, MCIP
Geraldyn Lynch

1. Call to order

President Albert Dunphy called the meeting to order at approximately 12:25 PM. He welcomed those in attendance at the meeting.

2. Adoption of the Agenda

It was moved by John Jarvie and seconded by Dave Smith:

That the agenda be approved as circulated.

CARRIED

3. Adoption of the Minutes of the 2006 Annual General Meeting

It was moved by Frank Palermo and seconded by Andre Daigle:

That the Minutes of the 2006 Annual General Meeting be approved as circulated.

CARRIED

4. President's Report

President Albert Dunphy noted that there were 106 registrants for the Conference and thanked everyone for attending. He reviewed his written report and summarized the highlights over the past year. He noted that there would be a need for an increase of \$25 in the API fees for 2008 and a \$4 increase for students.

It was moved by Ben Sivak and seconded by Kate Greene:

That the Presidents report be approved as written.

CARRIED

5. President Elect's Report on CIP Council Matters

The report of the President Elect, Elaine Mitchell was reviewed.

6. Greetings from the Canadian Institute of Planners (CIP)

President Dunphy introduced and welcomed Steven Brasier, the Executive Director of the Canadian Institute of Planners. Mr. Brasier brought greetings on behalf the CIP President Blake Hudema and the CIP Council and reviewed the highlights of his written report.

7. Treasurer's Report

Treasurer Nancy Griffiths gave an overview of the Institutes financial matters over the past year.

It was moved by Dave Smith and seconded by Chrystal Fuller:

That the Treasurer's Report be approved as presented.

CARRIED

8. Auditor's Report

Treasurer Nancy Griffiths reviewed the Financial Statements for the Institute for the year ended December 31, 2006.

It was moved by Greg Zwicker and seconded by Patricia Richards"

That the Auditor's report be approved as presented.

CARRIED

9. Appointment of Auditors

The President noted that the appointment of auditors for the financial matters of the Institute was required to be done annually.

It was moved by Dave Smith and seconded by Jason MacDonald:

That Wayne Moores, CGA, be appointed as the Institute's auditor for 2008.

CARRIED

10. Membership Committee's Report.

The President noted that the Chairman of the Membership Committee, John Bain was not in attendance at the meeting and that a Membership Committee report had not been made available for distribution prior to the meeting.

11. Executive Director's Report

The written report prepared by Executive Director Kingsley Lewis was reviewed.

It was moved by Paul Smith and seconded by Randa Wheaton:

That the Executive Director's report be approved as distributed.

CARRIED

12. Branch Reports

The written reports of the Newfoundland and Labrador, Prince Edward Island, Nova Scotia and New Brunswick were reviewed.

It was moved by Greg Zwicker and seconded by Nick Pryce:

That the Branch reports be approved as distributed.

CARRIED

13. Student Representative's Report

The written report of the Student Representative, Katherine Perrott was reviewed.

It was moved by Kate Greene and seconded by Sylvain Losier:

That the Student Representative's report be approved as distributed.

CARRIED

14. Report on Continuous Professional Learning (CPL)

President Dunphy indicated that the Chair of the CPL Committee, Alex Forbes was unable to attend the meeting and that a written report was not available for distribution.

15. Other Business

No other business was introduced to the meeting.

16. Adjournment

There being no further business it was moved by Greg Zwicker and seconded by Corrie Davis at approximately 1:40 PM:

That the 2007 Annual General Meeting be adjourned.

CARRIED