

# Annual General Meeting

## Alberta Society of Surveying and Mapping Technologies

DATE: May 27, 2020 – 9:00 am MST

LOCATION: Go-to-Meeting - Online Meeting



<b>ATTENDEES:</b>	Brad Ashley	Greg Martin
	Barbara Ng	Jason Blondin
	Barry Bleay	Steve Dixon
	Bruce Clark	Brian Ball
	Darryl Larson	Josh Southgate
	David Allen	Michael Thompson
	Jacqueline Kohn	Edward Titanich
	Lance Hummell	Chris Martin
	Paul Deurloo	Oleg Igoshev
	Robert Cream	Pat McNally
	Ross Woolgar	Trever Benner

**GUESTS:** Shara Tardif

### MINUTES

No.	Item	Action
1.0	Call to Order	
	<ul style="list-style-type: none"> <li>Brad Ashley called the meeting to order at 9:11 am MST.</li> </ul>	
2.0	Approval of Agenda – All	
	<p><b>Motion</b> to Approve Agenda as presented.  <b>Moved:</b> Edward Titanich <b>Second:</b> Jason Blondin</p>	Carried
3.0	Review of Minutes from the 2019 AGM	
	<p><b>Motion</b> to adopt the 2019 AGM Minutes as amended.</p> <ul style="list-style-type: none"> <li>Error in the minutes with numbering in section 2 on page 1</li> </ul> <p><b>Moved:</b> Robert Cream <b>Second:</b> Edward Titanich</p>	Carried
4.0	President's Report – Brad Ashley	
	<ul style="list-style-type: none"> <li>Included in Annual Report</li> <li>In September 2019, the council issued an RFP to get a new management solution in place as Lily Wong was moving towards retirement. ManageWise was the successful company from the submitted management proposals. ManageWise started with the society at the start of 2020.</li> <li>After an industry survey, it was acknowledged that members felt that they needed additional communication with the association.</li> </ul>	

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	<ul style="list-style-type: none"> <li>○ A quarterly newsletter has been implemented, as well as full access to social media accounts.</li> <li>● A yearlong MOU with the Alberta Geometrics Group has been signed, with hopes to host events with them in the future, once the COVID-19 situation allows for gatherings.</li> <li>● Modernization of the membership cards: <ul style="list-style-type: none"> <li>○ Working to decrease postage and mailing</li> <li>○ Have gone to virtual invoicing and virtual receipts</li> <li>○ Have now moved to digital membership card</li> </ul> </li> </ul> <p><b>Comment:</b> suggestion from Robert Cream to modify the card ratios, putting a buffer around the edge so that if members make a hard copy, none of the information is lost in printing/trimming</p>	
5.0	<b>Registrar's Report – Lance Hummel</b>	
	<ul style="list-style-type: none"> <li>● Included in the Annual Report</li> <li>● Number of New Members in 2019: <ul style="list-style-type: none"> <li>○ 16 New Certified</li> <li>○ 14 New Students</li> </ul> </li> <li>● 244 Total number of Members in 2019: <ul style="list-style-type: none"> <li>○ 219 Certified <ul style="list-style-type: none"> <li>▪ Thanks to the panel of examiners who identify the correct designations</li> <li>▪ Thanks to the Certification Board</li> </ul> </li> <li>○ 10 Associate</li> <li>○ 7 Retired Members</li> <li>○ 2 Honorary and Legacy</li> <li>○ 3 Technician in Training</li> <li>○ 50 Students</li> </ul> </li> <li>● Breakdown of Member Types: <ul style="list-style-type: none"> <li>○ 86 Cadastral</li> <li>○ 82 Civil</li> <li>○ 54 Drafting/GIS</li> <li>○ 6 Photogrammetry/Remote Sensing</li> </ul> </li> <li>● Consistently around the 220 member level for the last 5 years</li> </ul>	
6.0	<b>Treasurers Report – Darryl Larson</b>	
	<ul style="list-style-type: none"> <li>● Included in the Annual Report</li> <li>● Overview of the 2019 Year End Balance Sheet: <ul style="list-style-type: none"> <li>○ Total Assets of \$69,791.55, principally held in the General Bank Account</li> <li>○ Total Liabilities of \$4, 187.25</li> <li>○ Total retained Equity of \$65, 604.30</li> </ul> </li> <li>● 2019 YTD concluded with a Total Net Income of \$307.85, on \$34, 055.00 Total Income, which is consistent with the purpose of the Society's balanced budgetary processes.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Acknowledgement of the Society’s two auditors: Chris Martin and Stephen Dixon, for their dedication and volunteerism.</li> <li>• The ASSMT’s Annual Return is current and in accordance with the Societies Act and Regulation of Alberta</li> </ul> <p><b>Motion</b> to adopt the Financial Report for 2019  <b>Moved:</b> Darryl Larson <b>Second:</b> Name not stated, typed in chat and I do not know how to access</p>	CARRIED
7.0	<b>Committee Reports</b>	
7.1	<p><b>Standards Committee – Greg Martin</b></p> <ul style="list-style-type: none"> <li>• Terms of Reference RPR Updates: <ul style="list-style-type: none"> <li>○ Change in the manual for common walls.</li> <li>○ Significant changes proposed for the sections on well sites, unsurveyed territory, which was mainly re-organization. <ul style="list-style-type: none"> <li>▪ They did not change any of the organization portion in the vote.</li> </ul> </li> <li>○ The ELSA Council wants to look at the Manual of Standard Practice to determine what the purpose should be and what should be included.</li> </ul> </li> </ul> <p><b>7.2 Public Relations and Membership Committee – Brad Ashley</b></p> <ul style="list-style-type: none"> <li>• The Public Relations and the Membership Committees were joined for 2019.</li> <li>• Working on a few edits to streamline the process of people that have dropped off due to economic reasons, and will continue to work with the Registrar on those processes.</li> <li>• Full mail out did not take place.</li> <li>• Any networking events to attract new members were put on hold due to COVID-19.</li> <li>• Quarterly newsletter was sent out, and we are open to feedback.</li> <li>• More information being shared on social media.</li> <li>• ManageWise to focus on updating the website so that it does not get out of date.</li> <li>• Moved forward with the MOU with the Alberta Geomatics Group to be able to work closer together.</li> </ul> <p><b>7.3 Education Committee – Brian Ball</b></p> <ul style="list-style-type: none"> <li>• Looked at doing the “Getting it Right”, and hoping to host next year.</li> <li>• Reached out with Eclipse College and created a connection with that group.</li> <li>• Active online.</li> </ul> <p><b>7.4 Legislative Committee – Robert Cream</b></p> <ul style="list-style-type: none"> <li>• Quiet year for the committee.</li> <li>• Met to discuss whether a name change for the society is something that should be entertained.</li> <li>• Sitting in limbo on what is happening with the RST implementations.</li> <li>• Pursuing ALSA to see where they are at with RST, as the government did pass changes to the Land Surveyors Act.</li> <li>• <b>Question:</b> Where is the Society sitting with regards to changed to the society’s by-laws? What would it take to bring the by-laws to a standing document? Can we proceed with ASSMT regardless of direction elsewhere? <ul style="list-style-type: none"> <li>○ If an action item is made, the amended by-lawys can be ready for next spring to approve at the 2021 AGM. Proposed changes will have to be circulated to membership 30 days prior to the AGM.</li> </ul> </li> </ul>	

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	<b>Motion</b> to accept the Committee Reports. <b>Moved:</b> Barry Bleay <b>Second:</b> Paul Deurloo	CARRIED
8.0	<b>Elections – Brad Ashley</b>	
	<ul style="list-style-type: none"> <li>• Three vacant positions:               <ul style="list-style-type: none"> <li>○ 3 x Councilor (2 year term)</li> </ul> </li> <li>• Call for nominations:               <ul style="list-style-type: none"> <li>○ Steve Pugh – Councilor</li> <li>○ Greg Martin – Councilor</li> <li>○ Jason Blondin – Councilor</li> <li>○ Paul Deurloo</li> </ul> </li> <li>• Greg Martin stepped down from his Councilor role, so a vote was not needed.</li> </ul> <p><b>Motion</b> to accept Steve Pugh, Jason Blondin, and Paul Deurloo as Councilors.  <b>Moved:</b> Barry Bleay <b>Second:</b> Barbara Ng</p> <p><b>Motion</b> to accept Steve Dixon and Chris Martin as the auditors.  <b>Moved:</b> David Allen <b>Second:</b> Robert Cream</p>	<p>CARRIED</p> <p>CARRIED</p>
9.0	<b>New Business</b>	
	<ul style="list-style-type: none"> <li>• None</li> </ul>	
10.0	<b>Appointments – Brad Ashley</b>	
	<p><b>Treasurer:</b> Darryl Larson  <b>Registrar:</b> Lance Hummel</p> <p><b>Committees:</b> Looking for Chairs and volunteers for each committee.</p> <ul style="list-style-type: none"> <li>• No one has volunteered yet.</li> <li>• Please reach out by the end of the week if you are interested in being a part of specific committee.</li> <li>• Any committee that does not have enough members by the end of the week, will be filled by those on the call today.</li> </ul>	
11.0	<b>2021 AGM – Brad Ashley</b>	
	<ul style="list-style-type: none"> <li>• Will be a combination of virtual and in person</li> <li>• The Council to pick a location and date. AGM to be held prior to the end of May 2021.</li> </ul>	
12.0	<b>Adjournment – Brad Ashley</b>	
	<ul style="list-style-type: none"> <li>• Meeting was adjourned at 10:24 am MST</li> </ul>	