



Public Works Association of British Columbia Annual General Meeting Minutes November 20, 2024 @ 12:00 pm

Via Zoom

MINUTES

- 1) **Confirmation that Annual General Meeting Notice** and the 2023 AGM Minutes was sent to members on November 3, 2024, via E-Mail and posted via Social Media.
- 2) **Call the meeting to order** at 12:04 pm
 - a) Chaired by Meryl Ditchburn Heinz, President
- 3) **Confirm Quorum**
 - a) 5% of membership (Quorum is 10 members in good standing, of which no more than half to be Board Members to reach quorum) – 17 attended of which 7 are not board members – Quorum met.

97 individual members and 94 group members for a total of 191 members in good standing on the November 15, 2024, list as provided by APWA.
- 4) **Approve the agenda** as presented.
 - i) **MOTION:** A motion was moved by Meryl Heinz and seconded by Ryan Adams to approve the agenda as presented.
 - ii) **VOTE:** All in favour, carried.
- 5) **Approve the minutes** from the previous Annual General Meeting held November 22, 2023, via Zoom
 - i) **MOTION:** A motion was moved Alex Christensen and seconded by Scott Lamont to approve the minutes from the previous Annual General Meeting held November 22, 2022, via Zoom.
 - ii) **VOTE:** All in favour, carried.
- 6) **Financial Report** (Alex Christensen)
 - a) Financial statements of the Society for the fiscal year ending June 30, 2024,
 - i) **MOTION:** A motion was moved by Ryan Adams and seconded by Meryl Heinz to accept the financial report as presented.
 - ii) **VOTE:** All in favour, carried.

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b) Appoint an auditor.

- i) **MOTION:** A motion was made by Alex Christensen and seconded by Taryn Scollard to appoint Thoa Pattison CPA and Associates Ltd as auditors to perform a financial review of PWABC's finances for Year Ending June 30, 2025.
- ii) **VOTE:** All in favour, carried.

7) Report on Chapter Activities

- a) **Membership Update** (Taryn S) Number of members started 263 from last to 191 this year. APWA has had some issues with website and portal. Membership committee wants to bring value to the members. Focus on getting member numbers straight. Education team is also looking at providing what members are interested in. Focus on increasing communication to old members and well as new members. Focus on 'never been a member' rate that is 50% off to confirm that will help in providing member and non-member rate for courses to join PWABC. Looking to fill gaps in rural or small sectors to get people together over zoom. Series on topics for virtual round tables.
- b) **Conference Report** (Meryl H) – Conference was great to network in person. Conference was in Penticton Technical Papers were very strong in 2024. Submissions will be open where good for 2025. Delegates sold out, Tradeshow was 99% sold out. Switch to awards handed out at dinner was a great success. Estimates for Revenue is \$420K with Expenses \$214 = \$110K estimated profit 50% - \$55k. Next conference in Whistler on Oct 5th to 7th, 2025 at the Conference Centre. Call for presentations coming soon.
- c) **Marketing and Social Media** (Ryan A) – Keeping current 44 job posting and 2 adv 7500 unique linked 168 new connections. 20,853 good reactions. Tagging municipalities' posts and amplifying public works Activities
- d) **Training and Education** (Chris A) – Conference is the chapters number one event and has its own committee. Encourage members to submit abstracts that might be of interest to our Public Works members. March hosted WIPW, May APWA Public Fleet Management Certificate for western Canada (with Canadian focus), October 2023 Winter Maintenance Certificates hosted by Surrey & Kamloops hosted. October 2024 Winter Maintenance Certificate hosted by . Lots of work being done behind the scene to re-format the Public Works Institute to launch in 2025. Also working on Quarterly Call (similar to Lunch and Learn)

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and looking for topics to coordinate discussion sessions with public works perfectional. For 2025, sessions already being offered. WIPW & Public Fleet Management Certificate program. Also looking forward to offering the Winter Maintenance Certificate again in 2025.

- e) **Awards** (Jason A) – Awards are now posted on the website. Ceremony that was held in Penticton 2024. Need to get creative on getting more entries. The process is now simple. National Public Works Award that were presented at PWX and the entry will be sooner (around July)

8) Elections and Appointment of Directors

- a) Report on Board for 2024
 - i) 2024 Executive Board Members: Chris Anderson (Past President), Meryl Heinz (President), Taryn Scollard (President Elect), Alexander Christensen (Treasurer/Secretary)
 - ii) Members at Large: Ryan Adams, Matt Brown, Dylan Myers, Jason Adair, Jatin Chhibba, Devon Aaroe & Pat Miller (also Acting Executive Director)
 - iii) Thank you to Dylan Myers, David Best and Chris Anderson for supporting PWABC over their terms.
 - iv) Open Board Positions:
 - (1) **MOTION** — A motion was made by Chris Anderson and seconded by Scott Lamont as the Nomination Committee for 2024 to fill 3 empty board positions with the following members:
 - (i) Matt Stoltz, Flow Systems
 - (ii) Jules Looy, City of Penticton
 - (iii) Ryan Coad, Township of Langley
 - (b) Meryl Heinz called for nominations from the floor times and heard none, she declared Matt, Jules and Ryan elected by acclamation.
 - (c) Voting Results (a vote was not required)

9) Bylaw Update and Review Committee

- i) No proposed changed to the Bylaws.



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- 10) **Procedure to award \$100 Gift Certificate** for attending AGM.
 - i) All the names of the member attendees who attended the Annual General Meeting and are not board members were put in a hat and randomly drawn with the winner being Murray Steer.
- 11) **New Business from the Floor** – no new business was raised by members.
- 12) **MOTION** to terminate the meeting. – A motion was made by Meryl Heinz to terminate the meeting at 12:41 pm.