

MINUTES

Annual General Meeting of the College of Paramedics of Nova Scotia

Session 2

DATE: May 22nd, 2019

14:00 to 16:00

Best Western Glengarry

150 Willow Street

Truro, NS

Item	Discussion	Action	Responsibility/Time Frame
1. Call to Order	<p>The President called the meeting to order at 2:17 pm, noting that 22 members were present for the meeting.</p> <ul style="list-style-type: none"> • Approval of Agenda: <p style="margin-left: 20px;">Motion to approve the agenda Motioned: Councillor Akin Seconded: Councillor Brown President restates the motion Vote: All in favour. Motion passed</p> 		
1.1 Approval of Standing Rules	<p>The President stated that any member who wished to address the meeting do so by introducing themselves, their class of license and the geographic district they are from.</p>		
1.2 Introduction of Council Members	<p>The President introduced the Council including those who were outgoing and incoming members:</p> <ul style="list-style-type: none"> • Steve Menzies, Jim Williams, Sean Teed, Ryan Brown, Dr. Elizabeth Mann & Kevin Carey • Outgoing members: Bruce Sangster (Paramedic), Donna Denney (Public), Louis Staple (Paramedic), Jonathan Akin (Paramedic) • New members: Ryan Grist (Western District Councillor), Jason MacKay (ACP class of license Councillor), Laura Cole (Northern District Councillor), & Sharon Johnson-Legere (Order-In-Council Public Representative/teleconference) 		

<p>1.3 Approval of 2018 AGM Minutes</p>	<p>The President introduced this agenda item, noting the minutes were previously distributed via the College’s portal for all members.</p> <ul style="list-style-type: none"> • Motion to approve the minutes from the 1st annual general meeting on March 7, 2018 Motioned: Councillor Brown Seconded: Councillor Teed President restates the motion Vote: All in favour. Motion passed 		
<p>1.4 Presidents Annual Report</p>	<p>The President introduced this agenda item, noting this is their last term as President.</p> <p>The President then read their report from the annual report and declared it filed.</p> <ul style="list-style-type: none"> • 		
<p>1.5 Approval of Auditors</p>	<p>The President introduced this agenda item and noted that the Council made the recommendation to continue with Grant Thornton for the auditors for next year.</p> <ul style="list-style-type: none"> • Motion to approve Grant Thornton as the College’s auditors for 2019-2020. Motioned: Councillor Hill Seconded: Councillor Walker President restates the motion Vote: All in favour. Motion passed 		
<p>1.6 Executive Director/Registrar’s Annual Report</p>	<p>The President introduced this agenda item and invited ED/Registrar to present their report.</p> <p>The ED/Registrar address the meeting noting the following:</p> <ul style="list-style-type: none"> • Michael MacMillian was in attendance today as the parliamentarian for the meeting. • Thanks the President and Council for their ongoing support of them in their role. • Indicated they did not have a formal speech and would allow their message within the annual report speak for them, noting the following points: <ul style="list-style-type: none"> ○ During the first year of the college, there were 2 complaints and very few registration decisions. ○ There has been a significant increase in the number of registration decision and complaints the College has received in comparison to the previous year. 		

	<ul style="list-style-type: none"> ○ In 2018-2019 there were a total of 31 complaints and several registration decisions that had to be considered under the labour mobility and human rights legislation. ○ HST decision and discussion were challenging for the College. ○ The College continues to move toward a good financial position. <p>The president declared the Registrar’s Annual report filed.</p>		
<p>1.7 Audited Financial Statements for 2018 & 2019</p>	<p>The President introduced this agenda item and a member of the meeting requested that they be reviewed at the meeting.</p> <p>The President then called upon the ED/Registrar to complete a review of the financial statements and to address any questions.</p> <p>The ED/Registrar reviewed the financial statements for the members in attendance, referring to the following:</p> <ul style="list-style-type: none"> ● The annual report has the audited statements from 2018 which have been accessible on the College’s portal since the audited financial statements were approved by the Council in 2018. ● The 2018-2019 audited financial statements were circulated in hard-copy form for the membership in attendance and placed on the College’s portal for all to access. ● Page 3 of the 2018-2019 Audited Financial Statements contains The Statement of Financial Position. ● Internally restricted funds are reserve funds that cannot be simply accessed for use, special permission must be given by Council to utilize those funds. It comprises the \$353 000 grant the Nova Scotia Government provided to the College in 2018. ● The unrestricted funds of \$402 927 are what we have accrued to date. ● It is important to note, there was a 1300% increase in investigations in 2018-2019 and that most of those complaints continue to be active today, which means they continue to incur costs. Those costs will be recognized in 2019-2020. So, it is expected that complaints will cost the College more in 2019-2020. ● The Investigation Committee in reviewing complaints has recognized two files may go to a Hearing Committee. A Hearing would cost at a minimum about \$7000. We have budgeted for one Hearing in 2019-2020. ● There was another self-regulating body in Nova Scotia impacted with a one-time \$1000 fee per member due to financial constraints 		

	<ul style="list-style-type: none"> The College, because it is a legislated entity cannot fail to exist. If there is a financial burden that comes to the College, we must bear it. If there is a financial deficit, members will bear those costs, so it is imperative that we have a strong financial position going forward. <p>The ED/Registrar asked if there were any questions. None were brought forward.</p> <p>The president declared the Audited Financial Statements for 2018 & 2019 filed.</p>		
1.8 Business Arising from 2018 AGM	<p>The President address this agenda item, noting that there were two pieces of business that arose at the 2017 – 2018 AGM.</p> <p>First, they noted the membership requested that the annual report be made available earlier for future AGM’s. The President indicated that the annual report for 2018-2019 was released to the membership a week in advance of the AGM.</p> <p>Second, they noted a member questioned why a person not living but working in the Nova Scotia was not permitted to vote during the election of Councillors. The President stated this concern was address by the Council through consultation with Legal Counsel and the membership. The result was that a practicing member in good standing is eligible to vote based upon the geographic district of the Nova Scotia in which they live or work, and if they don’t live or work in Nova Scotia then they can vote in the geographic district of the College’s head office.</p> <ul style="list-style-type: none"> 		
1.9 Elections for 2019	<p>The President introduced this agenda item. They noted:</p> <ul style="list-style-type: none"> The had previously introduced the new members of Council who were elected this year. The Election for a President and Vice President positions on Council took place earlier today, with the recognition that the positions would not become active until after the AGM. Ryan Brown was elected as the new President of the Council and Kevin Carey was elected as the new Vice President of the Council 		
2.0 Resolutions & Motions to be voted upon pursuant to Bylaw Article 22	<p>The President introduced and addressed this business item by noting no resolutions or motions were put forward in accordance with the College’s Bylaws.</p> <ul style="list-style-type: none"> 		

2.1 Other Matters as determined by Council	The President noted that the Council had no further matters to bring forward at this years AGM.		
2.2 Member Forum	<p>The President called for any comments, questions or concerns from the membership in attendance.</p> <ul style="list-style-type: none"> • There were no comments from the members. 		
2.3 Adjournment	<p>The President called for a motion to adjourn the meeting</p> <ul style="list-style-type: none"> • Motion to adjourn the Annual General Meeting – Session 2, May 22nd, 2019. Motioned: Councillor Teed Seconded: Councillor Akin President restates the motion Vote: All in favour. Motion passed • Adjournment: 2:40 pm 		