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BOARD OF DIRECTORS MEETING
THURSDAY, JULY 9, 2015

PRESENT:

Past President	-	Andreas Petersen
Secretary-Treasurer	-	Linda Gavey
Director	-	Allison Moore
Director	-	Paul Morand
Director	-	Denise Rundle
Director	-	Christine Vigneault
Director	-	Susan Votour

Regrets: President	-	Deb McCabe
Vice President	-	Bob Clancey

CALL TO ORDER

1. ROLL CALL

Past President Andreas Petersen called the meeting to order at 6:55 p.m.

2. APPROVAL OF AGENDA

MOVED BY: Paul Morand
SECONDED BY: Christine Vigneault

"THAT the agenda for July 9 and 10, 2015 be accepted as circulated."

CARRIED

In response to Past President Andreas Petersen there were no conflicts of interest declared.

3. APPROVAL OF MINUTES - MAY 31 & JUNE 3, 2015

MOVED BY: Paul Morand
SECONDED BY: Allison Moore

"THAT the minutes of May 31 and June 3, 2015 be approved as circulated."

CARRIED

4. APPROVAL OF TREASURER'S REPORTS - May and June, 2015

MOVED BY: Andreas Petersen
SECONDED BY: Susan Votour

"THAT the Treasurer's Reports for May and June, 2015 be approved as circulated."

CARRIED

5. REPORTS OF COMMITTEES

Accreditation Committee – Linda Gavey

Accreditations Robin Shugan – ACST
Robin Smith – ACST
Amanda Werner-Mackeler – ACST(A)

MOVED BY: Christine Vigneault

SECONDED BY: Paul Morand

"THAT the Accreditation Report be approved as circulated."

CARRIED

Conference Committee – Deb McCabe/Allison Moore/Paul Morand

Allison questioned the cutoff date for conference and it was agreed that it would be a firm May 15. This will eliminate last minute registrations after the numbers have been given to the hotel.

A discussion ensued regarding workshop presenters and it was agreed that the \$5,000.00 allotted for keynote speakers be used towards educational workshops.

A discussion ensued regarding the companion program. Susan Votour said that she would be interested in organizing the companion program.

Denise questioned if there was a need for a companion program as most associations do not offer one. She commented that the focus should be on the educational part of the conference.

Allison noted that it is extra work for the conference organization.

Christine noted that we could offer the meal plan for companions.

Linda commented that our association is not like others, we have fun. She commented that usually approximately 30 companions out of 220 delegates participate in the companion program. She also noted that one delegate registering this year advised that he would not attend if there was not room for his wife on the companion program. This could be the same for some of the others. She advised that only one companion had chosen the meal plan in 2015. Without the companion program, they would need to find their own activities and transportation. We would need to offer a meal plan and a list of activities in the area.

Andreas commented that perhaps we could try it for 2016 in London where we are in close proximity to many activities and look at it again for 2017.

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MOVED BY: Denise Rundle
SECONDED BY: Allison Moore

"THAT the Companion Program be eliminated for the 2016 conference and be reconsidered for the 2017 conference."

CARRIED

Seminar Committee – Paul Morand/Christine Vigneault/Susan Votour
Christine Vigneault advised that there are six workshop presenters confirmed for seminar. She suggested that we run two one hour workshops at a time, four times.

A discussion ensued regarding the seminar agenda. It was tweaked to coordinate the day.

Susan Votour will check into folders for seminar, tote bags for conference and USBs for a trial run for workshop material.

Education Monitoring – Linda Gavey

POP – Linda requested that another marker be approved for the Primer on Planning.

MOVED BY: Andreas Petersen
SECONDED BY: Paul Morand

"THAT Susan Votour be approved as a marker for the Primer on Planning."

CARRIED

Training – Linda advised that there are a few municipalities considering training sessions.

Denise Rundle requested a letter supporting that the Board of Governors of Seneca College to launch an "Applied Planning Technology Certificate Program" be signed by the President of OACA and sent to Seneca College.

MOVED BY: Christine Vigneault
SECONDED BY: Andreas Petersen

"THAT a letter supporting that the Board of Governors of Seneca College to launch an "Applied Planning Technology Certificate Program" be signed by the President of OACA and sent to Seneca College."

CARRIED

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Finance – Paul Morand/Andreas Petersen

Andreas advised that he would have a budget for the September meeting.

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BOARD OF DIRECTORS MEETING

FRIDAY, JULY 10, 2015

PRESENT:	Past President	-	Andreas Petersen
	Secretary-Treasurer	-	Linda Gavey
	Director	-	Allison Moore
	Director	-	Paul Morand
	Director	-	Denise Rundle
	Director	-	Christine Vigneault
	Director	-	Susan Votour
Regrets:	President	-	Deb McCabe
	Vice President	-	Bob Clancey

CALL TO ORDER

1. ROLL CALL

Past President Andreas Petersen called the meeting to order at 8:45 a.m.

2. REPORTS OF COMMITTEES (Cont'd)

Legislation – Andreas Petersen/Denise Rundle

Denise advised that she and Andreas attended a meeting concerning Bill 73. She noted that the Ministry has been directed to come up with prescribed criteria as to what is minor. It will be written as a regulation not legislation.

Christine Vigneault will attend the MMAH meeting July 21, 2015 on behalf of OACA.

Nominations – Andreas Petersen/Linda Gavey
No report.

Publicity & Website – Christine Vigneault/Susan Votour

Christine advised that the newsletter is almost completed and will be mailed by July 17, 2015.

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Resolutions – Andreas Petersen/Denise Rundle

MOVED BY: Andreas Petersen
SECONDED BY: Paul Morand

"THAT the membership fees be increased to \$120.00 for Active Members and \$130.00 for Associate Members effective July 10, 2015."

CARRIED

Site Selection – Bob Clancey/Linda Gavey/Deb McCabe/Paul Morand

A discussion ensued regarding conference and seminar locations being designated on a rotation basis.

Andreas commented that he preferred going to different locations each year.

Christine mentioned that it could be appropriate for conference but continue to move about with seminar.

It was agreed to remain with the current selection process and that the 2016 seminar should be in the south/west region of Ontario.

Technical Advisory Committee – Linda Gavey/Allison Moore/Louise Taschner/Christine Vigneault/Susan Votour

Linda advised that TAC is still receiving and answering questions on a regular basis.

4. CORRESPONDENCE

None

5. NEW BUSINESS

6. UNFINISHED BUSINESS

(a) U-tube

Susan Votour offered to create a video for the website on the "how to" of applying for a consent or minor variance.

7. CONCLUDING BUSINESS

(a) Future meeting dates

Please review dates and your schedules prior to the next meeting to ensure the following meeting date will be appropriate.

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MOVED BY: Susan Votour
SECONDED BY: Paul Morand

September 24 & 25, 2015
November 12 & 13, 2015
January 14 & 15, 2016 (Teleconference)
March 17 & 18, 2016
May 29, 30, 31, & June 1, 2016

CARRIED

- (b) Resolution to pay meeting expenses.

MOVED BY: Christine Vigneault
SECONDED BY: Allison Moore

"THAT proper meeting expenses be paid."

CARRIED

- (c) Resolution to adjourn.


MOVED BY: Christine Vigneault
SECONDED BY: Susan Votour

"THAT the meeting be adjourned at 10:50 a.m."

CARRIED



Andreas Petersen, Past President



Linda Gavey, Secretary-Treasurer