
Parkgate Society
35th Annual General Meeting Minutes
Thursday, June 8, 2023
Mary Hunter Hall, Parkgate Community Centre

BOARD MEMBERS IN ATTENDANCE:

Carmel Wiseman, Trelawny Bell, Natalie Wagorn, Marnie Schigas, Patrick Weafer, Stephen Cheung, Zachary McKnight, Shaun Wysiecki

BOARD MEMBERS UNABLE TO ATTEND:

Andrew Szymanski, Susan Chan

SPECIAL GUESTS IN ATTENDANCE:

DNV Mayor Little
DNV Councilor Mah
Ellison Mallin, Constituency Assistant to MLA Susie Chant
Heather Turner, Director of Recreation and Culture, NVRC
Mike Hunter, Deputy Director of Recreation and Culture, NVRC
Dave Wilson, Vice-chair of the NVRC Commission
Jaimie Brown, Area Recreation Manager, Seymour Area, NVRC
Alison Lea, Facility Program Supervisor, Parkgate Community Centre, NVRC

SPECIAL GUESTS AND DIGNITARIES UNABLE TO ATTEND (WITH REGRETS):

Terry Beech, MP Burnaby North-Seymour

GUEST SPEAKER:

Dan MacQueen – on Resilience

WELCOME TO MEMBERS AND GUESTS

Executive Director Adele Wilson welcomed the members and guests to the 35th Annual General Meeting and respectfully acknowledged that the services we provide are on the traditional, ancestral, and unceded territory of the Coast Salish People, including the Squamish, Musqueam, and Tsleil-Waututh Nations. She then called upon Mayor Little for his opening comments.

OPENING COMMENTS

Mayor Little addressed the guests and spoke to the community benefits of Parkgate Society's partnership with NVRC to create a full-service community centre. His final comments included a presentation to Adele Wilson in recognition of her upcoming retirement.

CONSTITUTION OF THE MEETING

President Carmel Wiseman introduced the Board Members and called the meeting to order. The notice of the meeting was circulated according to the Bylaws and a quorum was present. She, therefore, declared Parkgate Society's

35th Annual General Meeting duly constituted. 8 of the 10 Board of Directors were present.

APPROVAL OF AGENDA

Motion:

President Carmel Wiseman moved that the Agenda for the 2023 Annual General Meeting be approved as circulated.

Seconded by Director Zach McKnight.

There were no questions. All were in favour. No-one opposed. Motion carried.

MINUTES OF THE 2022 ANNUAL GENERAL MEETING

Motion:

President Carmel Wiseman moved that the Minutes of the 2022 Annual General Meeting be approved.

Seconded by Director Marnie Schigas.

There were no questions. All were in favour. No-one opposed. Motion carried.

PRESIDENTS REPORT

President Carmel Wiseman gave her report. She thanked Adele for her services and spoke of her accomplishments throughout the years of her leadership. She reflected on the Board's dedication to the Seymour community and the flexibility of the Society staff in their ability to keep the community connected throughout the pandemic.

She also highlighted some of the work the Society's Board and staff accomplished during the year including appointing a new executive director, securing \$10-a-day Child Care for all our child care programs, creating a new English Language program, developing a monthly giving program, purchasing a new bus, revising the bylaws to allow for electronic AGM's, and performing a staff compensation review.

She then announced that the Society has changed its fiscal year-end from December 31st to March 31st in order to be more in line with the majority of our funders. The result of this change will be all future AGMs will be held in October instead of June; therefore, this year the Society will hold two AGMS in order to manage the transition process.

YEAR-END FINANCIAL REPORT

President Carmel Wiseman called upon Treasurer Natalie Wagorn to present the 2022 Financial Statements.

Treasurer Natalie Wagorn asked members to refer to the Financial Statements for the year ended December 31, 2022 that were posted and gave a verbal overview of the External Accountants' Review Engagement Report for 2022.

She highlighted 2022 as another challenging year with cost escalations and local labour shortages, yet the Society managed to continue delivering low-cost and no-cost programs, introduce new programs and still achieve a net positive income for the year. She thanked the Finance team for their hard work

throughout the year to keep the finances in order while facilitating a fiscal year-end change.

She then spoke about the necessity of having a 3-month STUB year, from January 1st to March 31st, to start our new fiscal year in April 2023. Our next AGM will therefore represent this STUB period and will be held Oct. 19, 2023. The appointment of our external accounts will then be for the 3-month STUB period.

Motion:

Treasurer Natalie Wagorn moved that the Financial Statements for the fiscal year ending December 31, 2022 be accepted as presented.

Seconded by Director Stephen Cheung.

There were no questions. All were in favour. No-one opposed. Motion carried.

APPOINTMENT OF EXTERNAL ACCOUNTANTS FOR THE 2023 STUB YEAR

Motion:

Treasurer Natalie Wagorn moved that the firm of KPMG, Chartered Accountants, be appointed as the external accountants to review the financial statements for the STUB year being January 1, 2023 to March 31, 2023.

Seconded by Director Trelawny Bell.

There were no questions. All were in favour. No-one opposed. Motion carried.

SPECIAL RESOLUTION

Treasurer Natalie Wagorn asked members to refer to the Special Resolution and called upon Director Patrick Weafer to describe the changes.

Patrick Weafer explained that the Special Resolution was created to ensure greater clarity regarding the Society's ability to hold Annual General Meetings by electronic means.

Special Resolution – Bylaw Change: Remote Annual General Meetings

WHEREAS Part 3 of Parkgate Society's Bylaws provides direction regarding Parkgate Society's annual general meetings;

AND WHEREAS the Board of Directors considers greater clarity is required in the Bylaws regarding the ability of Parkgate Society to hold an annual general meeting by electronic means;

NOW THEREFORE BE IT RESOLVED that the Bylaws include the following revision:

1. *Section 1.1 is amended by adding the following defined term:*

***“Electronic Means”** means any system or combination of systems, including but not limited to mail, telephonic, electronic, radio, computer, or web-based technology or communication facility, that: in relation to a meeting or proceeding, permits all participants to communicate with each other or otherwise participate in the proceeding contemporaneously, in a manner comparable, but not necessarily identical, to a meeting where all*

present in the same location, and in relation to a vote, permits voters to cast a vote on the matter for determination in a manner that adequately discloses the intention of the voters.

2. Section 3 is amended by deleting section 3.3 and adding the following in replacement therefor:

3.3 *A general meeting must be held at the time, place, and by what means, the Board determines.*

3.31 *The Board may determine, in its discretion, to hold any general meeting in whole or in part by Electronic Means, so as to allow some or all members to participate in the meeting remotely. Where a general meeting is to be conducted using Electronic Means, the Board must take reasonable steps to ensure that all participants are able to communicate and participate in the meeting adequately and, in particular, that remote participants are able to participate in a manner comparable to participants present in person, if any.*

3.32 *Persons participating by permitted Electronic Means are deemed to be present in person at the general meeting.*

Motion:

Director Patrick Weafer made a motion to approve the resolution for Amendment to the Bylaws.

Seconded by Director Shaun Wysiecki.

There were no questions. All were in favour. No-one opposed. The resolution passed by the members.

ACKNOWLEDGEMENT OF OUTGOING DIRECTORS

President Carmel Wiseman announced there are no outgoing Directors at this time.

She then explained that due to our future October AGMs, we have extended our Board of Directors' terms to line up with our new AGM schedule. We will therefore elect new board members at the upcoming October AGM so that we can start fresh with this new October schedule.

NOMINATION AND ELECTION OF DIRECTORS

President Carmel Wiseman called on Shaun Wysiecki, Chair of the Nominations Committee, to present the nominations and elections of the 2023-2024 Board Members.

Shaun Wysiecki announced the names of the nine returning Directors for the 2023-2024 term:

Carmel Wiseman
Susan Chan
Trelawny Bell
Patrick Weafer

Marnie Schigas
Natalie Wagorn
Stephen Cheung
Zachary McKnight
Shaun Wysiecki

Shaun Wysiecki announced the name of the Director who agreed to serve for a second 3-year term:

Andrew Szymanski

Motion:

Shaun Wysiecki moved that Andrew Szymanski be elected as Director for his second 3-year term commencing in the 2022/2023 year.

Seconded by Director Patrick Weafer.

There were no questions. All were in favour. No-one opposed. Motion carried.

President Carmel Wiseman thanked all Directors for their continued service with Parkgate Society.

ADJOURNMENT

Motion:

President Carmel Wiseman moved that the business portion of the 35th Annual General Meeting be concluded.

Seconded by Director Natalie Wagorn.

There were no questions. All were in favour. No-one opposed. Motion carried.

Note:

A total of 41 Parkgate Society Members were present at Parkgate Society's 2023 AGM.