



Annual General Meeting Minutes November 15, 2007 – Ottawa, Ontario

1. Welcome

The Vice President, Michael Blaschuk, welcomed all attendees to this AGM.

2. Approval of November 16, 2006 Minutes

The minutes of the November 16, 2006 AGM will be posted to the RPIC web site.

Moved by Michael Blaschuk, seconded by Irene Wolanskyj to accept the minutes as presented. Carried.

3. President's Report (Tony Varriano)

In my last report, I provided a summary of work, activities and events that were realized for 2006 and set out the 2007 work plan as approved by the RPIC Board of Directors.

Our understanding of current and emerging issues in the community was shaped by several key components. First, the strategic planning review was completed last spring. This was an intensive exercise that helped the Board clearly define the needs of the community and identify opportunities for positioning our members and ourselves in the changing policy environment as well as reflecting on best practices that would assist us in continuing to add value for our members.

Secondly, active engagement and input from the community not only provided a reality check for the Board but kept us firmly focused on the needs and requirements of the environment in which we all operate.

Third, the ongoing commitment of members of the community to serve as Board members, to be part of the various working groups and committees that organized activities such as the annual workshop, speaker's sessions, awards and recognitions and others.

These three sources of information have been key in helping us take action that has made 2007 another success. In this vein it should be noted that:

- We launched a renewed website to make information more readily accessible.
- We have put the finishing touches on a series of collaborative partnerships including CoreNet, the Materiel Management Institute, and Seneca College.
- We are finalizing arrangements that will see RPIC launch regional seminars outside the National Capital Region.
- We continue to build linkages with key organizations including the Treasury Board Secretariat and PWGSC to ensure we play a role in process, policy and practices.

As my term draws to a close, I am aware of the many positive steps that we have taken together over the past several years that have improved, enhanced and strengthened both RPIC and the Board of Directors. We have interested and motivated members and we have committed directors who will continue to better the organization.

I wish every success to the new President and the incoming slate of directors.

I also want to acknowledge The Willow Group for their exceptional services and support to the organization and to the Board. Without this support our success would have been less.

It has been a privilege for me to be associated with this organization and the people that make it work.

Moved by Tony Varriano, seconded by JP St-Amand to accept the President's Report as presented. Carried.

4. Treasurer's Report (Gilles Champoux)

The financial position of the Real Property Institute of Canada (RPIC) as at September 30, 2007 shows that the Institute incurred a significant decrease in operating revenues in 2007 of a (\$13,039.71) deficit compared to a surplus of \$79,315.46 in the previous year. More importantly, the Unrestricted Fund Balance which corresponds roughly to the Member's Equity in RPIC, has decreased to (\$13,039.71) compared to \$79,315.46 one year earlier, a 116% decrease, and is mainly due to a significant drop in members attending the 2006 National Workshop and the Contaminated Sites Workshop being held every second year. These figures have yet to be confirmed by the auditor's report that the Institute will make available on the RPIC web site. Since 2003, the Board has been committed to monitoring the Institute's finances and will continue to do so. The new Board expects to have a balanced budget for this year. The audited financial statements will show that the Board is fiscally sound and is meeting its legal obligations.

For the upcoming fiscal year, the Board will engage a chartered accountant firm to undertake the audit, as is the common practice. As a side note, as of November 8, 2007, the Board has current assets of \$239,553.78.

Moved by Gilles Champoux, seconded by Robert Kilpatrick that the firm of Parker Prins Lebano be appointed as Auditor for fiscal year end 2009. Carried.

Moved by Irene Wolanskyj, seconded by Gerry Davy to accept the Treasurer's Report as presented. Carried.

5. Board Elections

The proposed RPIC Slate of Directors for 2007-08 is:

Jean-Pierre St-Amand, President
Michael Blaschuk, First Vice-President
Anthony Thompson, Second Vice-President
Gilles Champoux, Secretary Treasurer
Tony Varriano, Past President
David Burden, Director
Gerry Davy, Director
Tara Dinsmore, Director
Maureen Holmes, Director
Terry Homma, Director
Heather Kane, Director
Robert Kilpatrick, Director
Peter Linkletter, Director
Luc Ladouceur, Director
Irene Wolanskyj, Director

Moved by Michael Blaschuk, seconded by Gilles Champoux to accept the Slate as presented. Carried.

6. Other Business

Sincere appreciation and congratulations were extended to Workshop Chair, Robert Kilpatrick, Workshop Co-chair, Heather Kane, and the Workshop Organizing Committee for delivering a valuable and successful professional development event in 2007.

7. Adjournment

Moved by Heather Kane, seconded by Robert Kilpatrick to adjourn the meeting. Carried.