

2023 ARPA ANNUAL GENERAL MEETING

Saturday, October 28th, 2023 9:00 – 11:00 AM



Beehive/Lakeshore Trail Room – Fairmont Chateau Lake Louise

CALL TO ORDER - President Heather Cowie called the meeting to order at 9:07 AM

1. Territorial Acknowledgement

Heather Cowie respectfully acknowledged the First Nations, the Métis, and all of the people across Alberta who share a history and a deep connection with this land. We dedicate ourselves to moving forward in partnership with Indigenous communities in the spirit of reconciliation and collaboration.

2. Introduction of the Head Table, Board Members, Past Presidents

Heather Cowie carried out introduction of the Head Table, Board Members and Past-Presidents. Special acknowledgement to those who are not with us any longer.

The meeting will follow the Revised Roberts Rules of Order. Motions will not be requiring a seconder outside of elections from the floor.

Pam Meunier is acting as Parliamentarian. Steve Allan is appointed as the recording secretary.

Voting is being done in-person only and will be completed by raising of a voting card or completion of a ballot for the elections.

3. Approval of the Agenda

Chair called for the approval of the Agenda and privilege to adjust agenda as required.

Moved by Doug Marter (Doug Marter and Associates), seconded by Kyle McCallum (University of Calgary) that the 2023 Agenda of the ARPA Annual General Meeting be approved as presented and that the Chair be granted the privilege to adjust the agenda as required during the meeting.

Motion Carried

4. Approval of 2022 AGM Minutes (October 29, 2022)

Heather Cowie called for the approval of the 2022 ARPA Annual General Meeting Minutes (October 29, 2022) as presented.

Moved by John Usher (Lac La Biche County), seconded by Katie Biberdorf (City of Grande Prairie) that the 2022 ARPA AGM Minutes as presented be approved.

Motion Carried

5. 2023 Annual Report/President's Highlights

Heather Cowie invited members and guests to read through the President's Report in the Annual Report for the full highlights. Heather highlighted the following from the report:

- Highlights included:
 - Queen's Platinum Jubilee Medal event and opportunity
 - Return of ARPA's in-person professional development events
 - Continued collaboration with the Government of Alberta on several projects and initiatives
 - Indigenous Elders Camp and Elders Knowledge Circle project work
 - Sport, physical activity and recreation sector advocacy work

6. Strategic Plan Update

Jason Simituk, Vice President Internal, provided an update on the progress of the Association as it relates to the Strategic Directions 2021-2023. Jason also provided details on the member and stakeholder engagement that ARPA will be conducting to renew the Strategic Directions beyond the current timeframe.

7. Treasurer's Report

- a. 2022 Audited Financial Statements – Graham Jones, ARPA Treasurer presented an overview of the 2022 Audited Financial Statements from the accounting firm of St. Arnaud Pinsent Steman including a funding overview, statement of operations and statement of financial position. The statements show a Net Revenue of \$1,268.

Moved by Ryan Poole (City of Camrose) seconded by Sandi Stewart (City of Lacombe) that the 2022 Audited Financial Statements prepared by the accounting firm of St. Arnaud Pinsent Steman be accepted as presented.

Motion Carried

- b. 2023 Financial Report – ARPA Treasurer Graham Jones recapped a Financial Report and provided highlights of revenues and expenditures as of September 30, 2023.

The current forecast is for the Association to make a net profit of \$2,147. Graham pointed out that the revenues and expenses from the Conference have a big role to play in what ARPA's final net revenue/loss is for the year and these are yet to be confirmed.

Moved by Katie Biberdorf (City of Grande Prairie) and seconded by Jarret Hoebbers (City of Calgary) to accept as information, the 2023 Financial Report as presented.

Motion Carried

- c. Appointment of 2023 Auditors

Moved Russ Tanner (Town of Coaldale) seconded by Kyle McCallum (University of Calgary) to appoint the accounting firm of St. Arnaud Pinsent Steman to provide the audit of ARPA's 2023 financial statements.

Motion Carried

8. 2023 Draft Operating Budget

Graham Jones, ARPA Treasurer presented a draft 2024 Operating Budget to the Membership reflecting overall net revenue of \$950. This budget is presented as a draft as the new ARPA Board of Directors will need to set and approve in the new fiscal year.

Moved by Doug Marter (Doug Marter and Associates) and seconded by JoAnna Jones (Lethbridge YMCA) to accept as information, the draft 2024 Operating Budget as presented.

Motion Carried

9. Election of Officers of the Board of Directors

Heather Cowie passed the chair position over to Susan Laurin, ARPA Past President, to conduct the election of ARPA Board Officers. She reminded the group that the Revised Roberts Ruled will be followed for election procedures.

- a. Process/Map of Regions – Susan Laurin detailed the election process and map of election regions.
- b. Vacancies/Terms - The vacant Board positions and proposed position changes were detailed to the Membership.
- c. A Nominations Committee comprised of members of the ARPA Board of Directors advanced a slate of candidates for the elections. Board election results are as follows:

President

- Nomination received in advance – Deb Comfort (City of Spruce Grove) – nominated by Donald Fairweather and Barb McKee).
No nominations from the floor. Nominations closed.
Deb Comfort proclaimed President for two years.

Vice-President External

- Nomination received in advance – Katie Biberdorf (City of Grande Prairie) – nominated by Susan Laurin and Mike Roma
No nominations from the floor. Nominations closed.
Katie Biberdorf proclaimed Vice-President External for two years.

Region 1 – North (2 years)

- Nominations received in advance – Christina Baker (Regional Municipality of Wood Buffalo) – nominated by Katie Biberdorf and Susan Laurin.
No nominations from the floor. Nominations closed.
Christina Baker proclaimed Region 1 (North) Member for two years.

Region 3 – South (2 years)

- Nominations received in advance – Jarret Hoebbers (City of Calgary) – nominated by Susan Laurin and Ron Smith.
No nominations from the floor. Nominations closed.
Jarret Hoebbers proclaimed Region 3 (South) Member for two years.

Director at Large: 2 Positions (2 Years)

- Nominations received in advance
 - Jennifer Edworthy (Town of Redwater) – nominated by Jason Simituk and Jorn Starko.
 - Doug Evans (City of Red Deer) – nominated by Susan Laurin and Jeff Schurek).
 - Nicole Fraser (City of Edmonton) – nominated by Travis Kennedy and Patricia Rooker.
 - Kyle McCallum (University of Calgary/City of Calgary) – nominated by Julie Booke and Nadine Van Wyk.
 - Tracy Morgan (Town of High River) – nominated by Susan Laurin and Jodi Smith.

No further nominations from the floor. Nominations closed.

Results of elections (one ballot for each Director at Large vacancy).

Ballot #1 – Nicole Fraser elected to one of the Director at Large positions.

Ballot #2 – Kyle McCallum elected to the other Director at Large position.

Student Representative (1 Year).

- Nominations received in advance - Colton Meronyk (U of A) – nominated by Suzanne Lobb and Susan Laurin.

No nominations from the floor. Nominations closed.

Colton Meronyk proclaimed Student Representative for 1 year.

Motion to destroy ballots moved by Barb McKee.

Motion Carried

10. Canadian Parks and Recreation Association Report

Susan Laurin provided an update on CPRA and walked through a PowerPoint presentation.

Highlights included:

- Day on the Hill Advocacy
- Reaching Each and Every One funding program
- Workforce Strategies – Aquatics program
- Jays Care Foundation partnership
- Infrastructure database
- Social, Health, Economic and Environment Research Project

11. Recreation for Life Foundation Report

Jason Simituk, Chair of the Recreation for Life Foundation (RFLF), provided a quick update on what the Foundation has been up to and planning for in 2024. Highlights included:

- Focused on endowment building with three more established endowments including the Barbara Hill Fund, Todd Reade Fund and Emerging Leaders Fund (Susan Laurin).
- Successful golf tournament that raised over \$10,000. Next year's tournament has been booked for June 27 at the Redtail Landing Course
- Look for fundraising opportunities at Conference including the 50/50 raffle, bike raffle and beer purchases.

- How to get involved – monthly donor program, join the Board, spread the news and opportunities for the RFLF through your networks

12. Member Resolutions

Jason Simituk introduced the resolutions for the AGM. No resolutions were received prior to the deadline to distribute the resolutions to members in advance of the AGM.

One emergent resolution was received by the Board of Directors as of the deadline of 5:30 PM on Friday, October 27th. As per Association policies, no emergent resolutions can be received from the floor.

1. Micromobility use and updating the Alberta Traffic Safety Act

Moved by Travis Kennedy (City of Edmonton) and seconded by Graham Jones (City of Calgary); be it resolved that:

The Government of Alberta be requested to:

- Provide clarity and, if needed, amend the Traffic Safety Act to accommodate the daily use of e-scooters Alberta wide, for rental and personal use; and
- Develop and implement public education campaigns to raise awareness about the proper operation of micromobility devices, including information about speed limits, helmet usage, and the importance of following traffic signals.

Motion Carried

13. ARPA Conferences

Heather Cowie provided the dates and location for the 2024-2026 Conferences

- 2024 ARPA Conference and Energize Workshop - October 24-26 at the Fairmont Jasper Park Lodge. No organizing committee has been established as of yet. A general call for volunteers will be sent out to members and partners.
- 2025 ARPA Conference and Energize Workshop – October 24-26 at the Fairmont Chateau Lake Louise. No organizing committee has been established as of yet.
- 2026 ARPA Conference and Energize Workshop – October 23-25 at the Fairmont Jasper Park Lodge. This will be ARPA's 75h Anniversary!

14. Adjournment

Moved by Heather Cowie (City of Fort Saskatchewan), seconded by Jodi Smith (City of Red Deer) to adjourn the 2023 ARPA Annual General Meeting

The 2023 ARPA Annual General Meeting was adjourned at 10:40 AM.