

**Alberta Association Of  
Recreation Facility Personnel  
ANNUAL GENERAL MEETING MINUTES  
Tuesday April 25, 2017 10:30 a.m.  
River Cree Hotel  
Edmonton, Alberta**

Attended by 126 Constituted members

**1. Call to Order**

President Russ Tanner (Brooks) called the meeting to order at 10:34 a.m. on April 25, 2017 in Edmonton. Russ introduced the board members of the Association that were in attendance and welcomed all members old and new who were attending the conference. We had 100 new attendees at conference.

**2. Approval of the Agenda**

**Motion by Chris McKenna (Blackfalds): "That we accept the agenda as handed out and presented on the association website."**

**Second by Allan King (Stettler)**

**Carried**

**3. Approval of the Minutes of the Annual General Meeting April 26, 2016**

**Motion by Willie Jurcevic (Calgary): "That we accept the minutes from the Annual General Meeting April 26, 2016 in Drumheller as presented on pages 3-7 of the Annual report."**

**Seconded by Russell Ferris (Red Deer)**

**Carried**

**4. Business Arising from the Minutes**

There was no business arising for the minutes

**5. Executive Reports as Circulated**

* President	Russ Tanner	Brooks
* Treasurer	Dawn Phillips	Camrose
* Education Rep.	Sonia Dodd	Stettler
* Associate Rep.	John Greer	Edmonton
* Executive Director	Stuart Ray	Cochrane

**Motion by Ross Johnson (Edmonton): "to accept as information the Executive Board Reports as presented on pages 9-23 and 29-32 of the 2016 Annual Report."**

**Seconded by Don Dombrosky (Edmonton)**

**Carried**

## 6. New Business

### A. 2016 Financial Report

Dawn Phillips (Camrose) presented the financial report to the members for information.

**Motion by Dawn Phillips (Camrose): “that membership accept as information the 2016 Financial Report as presented on Pages 27-31 of the 2016 Annual Report.”**

**Seconded by Calvin Bennefield (Lacombe)**

**Carried**

### B. 2017 Proposed Budget/2018 Shadow Budget (information)

**Motion by Dawn Phillips (Camrose): “that the membership accepts the 2017 budget as presented at the 2017 AGM and on page 32 of the annual report.”**

**Seconded by Allan King (Stettler)**

**Carried**

### C. Appointment of Auditor

**Motion by Dawn Phillips (Camrose): “That the firm of KPMG be appointed as the Association Auditor for 2017.”**

**Seconded by Chris McKenna (Blackfalds)**

**Carried**

### D. Future Conference Hosts: 2018 Banff, AB

The 2018 Conference will be held at the Banff Park Lodge, Banff, AB. Stuart Ray provided information on the 2018 conference, next year’s conference which will be held **April 15-18, 2018.**

**Motion by Mike Wilkinson (Blackfalds): “that we accept as information the 2018 conference report as presented.”**

**Seconded by: Lee Tucker (Oyen)**

**Carried**

### E) Election of Officers

Russ Tanner turned the chair over to Sandi Stewart, Past President, who was identified as an Election Officer for the Annual General Meeting. Sandi reviewed the election process with the attendees.

The following members have volunteered to serve as Returning Officers. In the event of a vote they will distribute blank ballots, collect completed ballots and count ballots. They are Aaron Singh (Spruce Grove), Don Dombrosky (Edmonton), Karl Hill (Stony Plain) and Suzanne Gaida (Cochrane).

**i) Secretary -**

The Nominating Committee has received the following nominations for the position of Secretary:

Carol Dunnigan, nominated by Sonia Dodd

Sandi Stewart (Lacombe) called for nominations from the floor for the position of Secretary.

Sandi then declared nominations closed.

**Motion by Sandi Stewart (Lacombe) to instruct the President to cast a single ballot for Secretary for the Alberta Association of Recreation Facility Personnel.**

**Seconded by Scott Walker (Wainwright)**

**Carried**

Sandi Stewart declared Carol Dunnigan elected to the position of Secretary for the Alberta Association of Recreation Facility Personnel.

**ii) Treasurer –**

The Nominating Committee has received the following nominations for the position of Treasurer:

Les Turner, nominated by Cindy Violi

Sandi Stewart (Lacombe) called for nominations from the floor for the position of Treasurer.

Sandi then declared nominations closed.

**Motion by Sandi Stewart (Lacombe) to instruct the Secretary to cast a single ballot for Treasurer for the Alberta Association of Recreation Facility Personnel.**

**Seconded by Calvin Bennefield (Lacombe)**

**Carried**

Sandi Stewart declared Les Turner elected to the position of Treasurer for the Alberta Association of Recreation Facility Personnel.

**iii) Stream Representatives**

**a) Parks and Sports Field (1 year term)**

The Nominating Committee has received the following nominations for the position of Parks & Sports Field Stream Rep:

Larry Golby, nominated by Chris McKenna

Sandi Stewart (Lacombe) called for nominations from the floor for the position of Parks & Sports Field Representative.

Sandi then declared nominations closed.

**Motion by Sandi Stewart (Lacombe) to instruct the Secretary to cast a single ballot for Parks & Sports Field Representative for the Alberta Association of Recreation Facility Personnel.**

**Seconded by Sheldon Fandrey (Red Deer)**

**Carried**

Sandi Stewart declared Larry Golby elected to the position of Parks & Sports Field Stream Rep for the Alberta Association of Recreation Facility Personnel.

**b) Arena (1 year term)**

The Nominating Committee has received the following nominations for the position of Arena Stream Rep:

Chris McKenna, nominated by Jeff Heindel

Sandi Stewart (Lacombe) called for nominations from the floor for the position of Arena Representative.

Sandi then declared nominations closed.

**Motion by Sandi Stewart (Lacombe) to instruct the Secretary to cast a single ballot for Arena Stream Representative for the Alberta Association of Recreation Facility Personnel.**

**Seconded by Mike Wilkinson (Blackfalds)**

**Carried**

Sandi Stewart declared Chris McKenna elected to the position of Arena Stream Representative for the Alberta Association of Recreation Facility Personnel.

**c) Building Maintenance**

The Nominating Committee has received the following nominations for the position of Building Maintenance Stream Rep:

Kevin Olsen, nominated by Suzanne Gaida

Chris Thompson, nominated by Sonia Dodd

The nominees had the opportunity to make a 5-minute presentation to the Annual General Meeting

Based on receiving the majority of votes in the election, Sandi Stewart declared Kevin Olsen elected to the position of Building Maintenance Stream Representative for the Alberta Association of Recreation Facility Personnel.

#### **d) Pool**

The Nominating Committee has received the following nominations for the position of Pool Stream Rep:

Cheryl Wauthier, nominated by Sonia Dodd  
Ross Johnson, nominated by Sonia Dodd

The nominees had the opportunity to make a 5-minute presentation to the Annual General Meeting

Based on receiving the majority of votes in the election, Sandi Stewart declared Cheryl Wauthier elected to the position of Pool Stream Representative for the Alberta Association of Recreation Facility Personnel.

#### **e) Associate Representative**

The associate members held elections yesterday (April 24, 2017). Daniel Robinson was nominated and elected to the position of Associate Representative.

**Motion by Suzanne Gaida (Cochrane) to instruct the Secretary to cast a single ballot for Daniel Robinson as Associate Representative.**

**Seconded by Chris Thompson (High River)**

**Carried**

Sandi Stewart declared Daniel Robinson Associate Representative.

Sandi Stewart turned the chair of the meeting back to Russ Tanner, President

- F) Red Deer College and AARFP Contract Signing for the Recreation Facility Operator Management Certificate and Advance Recreation Facility Operator Management Certificate.**

#### **7. Adjournment**

Many thanks went out to the conference committee for their hard work and putting on a successful conference, the office staff for their continued dedication and hard work to this association and the board of directors who continue to show great support to this organization.

**Motion by Cheryl Wauthier (Calgary) that we hold the next Annual General Meeting of the Alberta Association of Recreation Facility Personnel on April 17, 2018 at 10:15am in Banff, Alberta.**

**Seconded by Sue Nelson (Olds)**

**Carried**

**Motion by Mike Wilkinson (Blackfalds) that the 2017 Annual General meeting is adjourned.**

**Carried**