

2016 ANNUAL GENERAL MEETING MINUTES

**September 24, 2016
Edmonton, Alberta**

1. Opening Remarks

- 1.1 President's Welcome
- 1.2 Introduction of 2016 CMLTA Council and Staff
 - April Hillman, President.
 - Darcy Gara, Past President.
 - Karen Matejka, President-Elect.
 - Councilors: Christine Choma, Jasdeep Hazrah, Candace Heather, Gloria Paulet, Shelly Stevens, and Dan Woods.
 - Public members: Ken Gall and Ira Goldman.
 - Lori Kmet, CMLTA Executive Director/Registrar/Complaints Director/Privacy Officer.
 - Larissa Fadish, CMLTA Deputy Registrar/Manager of Professional Practice & Competence.
 - Avaleen Petryk, CMLTA Executive Assistant/Hearings Director.

2. Call to Order at 10:11

- 2.1 Declaration of Quorum
 - Number of attendees: 23
- 2.2 Introduction of Non-Members and Guests
 - Melissa Lefebvre, Yaremchuk and Annicchiarico, Financial Auditor
 - Avaleen Petryk, CMLTA Executive Assistant/Hearings Director
- 2.3 Approval of the Agenda and Rules of Order

MOTION #1

Be it resolved that the Agenda and the Special Rules of Order be approved.

Moved by: Ursula Mikula

Seconded by: Christine Silva

CARRIED

2.4 Approval of Scrutineers

MOTION #2

Be it resolved that the following Scrutineers be approved:

1. Wendy Vandevoorde
2. Jodi Luckwell

Moved by: Ryan Carroll

Seconded by: Lorrie Jantzie

CARRIED

3. **Minutes of the 2015 Annual General Meeting held on September 26, 2015, in Edmonton, Alberta.**

MOTION #3

Be it resolved that the 2015 Annual General Meeting Minutes, as distributed to the Regulated Members via email in accordance with the provisions set out in the CMLTA Bylaws, be approved.

Moved by: Joy Elefson

Seconded by: Ursula Mikula

CARRIED

4. Financial Reports

4.1 2015 Council Financial Report

- The organization is in a very secure financial position. The CMLTA has built up \$2,000,000 in operational reserves and \$1,000,000 in the conduct contingency fund, as recommended by our auditors. These funds combined, position the CMLTA to be well-prepared for any unanticipated operational or conduct-related expenditures. Of note, the College of Chiropractors of Ontario recently had a complaint of unprofessional conduct and total costs for the proceedings were \$325,000. It is easy to appreciate the unpredictable nature of complaints necessitates that Council be prudent and fiscally prepared for any event.
- Council approves the budget and Regulated Member dues and fees annually in consideration of the upcoming expenditures and the operational needs of the CMLTA to fulfill its regulatory mandate. Dues and fees have not increased for 2017 and remain unchanged from last year. It is foreseeable that Council may decrease annual dues in future registration years.

- 4.2 2015 Financial Auditor's Report and Financial Statement as published in the 2015 Annual Report (The full Annual Report is available online at www.cmlta.org or printed copies may be ordered at info@cmlta.org)

- AGM expenses increased for 2015 in comparison to 2014; however, a credit due to speaker cancellation for the 2013 AGM was not received until 2014 and must be reflected in the year it was received. Also, there was no parliamentary expense for the 2015 AGM. In consideration of these factors; the 2015 and 2014 AGM expenses are comparable.

MOTION #4

Be it resolved that the Auditor's Report, as provided in the 2015 Annual Report, be approved.

Moved by: Jodi Luckwell

Seconded by: Myron Pilip

CARRIED

5. New Business

5.1 Nominations and Elections Report

- The CMLTA received three nominations for two Councilor positions. Less than 10% of the eligible membership cast ballots.
- No nominations were received for President Elect.

5.1.1 Elected Councilors

- Two Councilor positions commencing January 1, 2017 until December 31, 2019.
 - Elected Councilors for 2017 are Gloria Paulet and Kim Alkalay.

5.1.2 Nominations from the floor for President Elect - Three-year Term Progressing to President and Past President: January 1, 2017 – December 31, 2019

- Shelly Stevens allowed her name to stand for nomination.
- No other individuals allowed their name(s) to stand for nomination.
- In accordance with CMLTA Bylaws, Shelly Stevens was acclaimed to the 2017 President Elect position.
- The two-year term remaining on Shelly Stevens Councilor position will be addressed by Council at their next scheduled meeting in accordance with CMLTA Bylaws.

5.2 Appointment of Auditor for 2016

MOTION #5

Be it resolved that the firm of Yaremchuk and Annicchiarico be appointed as auditors for the 2016 CMLTA financial audit.

Moved by: Lisa Purdy

Seconded by: Kathy Bampton

CARRIED

5.3 Bylaw Amendments

- The amendments were divided into the following three categories each requiring a separate motion and vote: clear language and communication; the duty to consult; and the removal of references to the AGM and, where appropriate, replaced with Special Meeting.
- Questions/comments from the floor:
 - It was identified the reference to Article 4.8.1 in CMLTA Bylaw Article 4.7.2 was incorrect. The correct reference should be to Article 4.7.1.
 - Concern was expressed by Regulated Members that if Council has the authority to approve Bylaw amendments (and not Regulated Members), amendments could potentially have a negative effect on MLTs.
 - Bylaws are a reflection of legislation and any amendments of significant consequence to Regulated Members are driven by changes in legislation. Over the last 15 years, most Bylaw amendments have been related to the use of clearer language and the inclusion of more detailed legislated requirements not previously reflected in Bylaws. Until the recent proposal in 2014 and 2016 to remove the AGM and Regulated Member's authority to amend the Bylaws, all other previous Bylaw amendments did not impact MLTs.
 - A minimum of 25% of Council is comprised of Public Members appointed by Alberta Health. Public Members act as government oversight to ensure that Council is acting in accordance with the *Health Professions Act* and to ensure the best interests of the general public are represented.
 - Concern was expressed that the CMLTA does not represent MLTs.
 - The *Health Professions Act* provides MLTs the privilege of self-regulation, and as such, the primary composition of Council is Regulated Members of the profession elected by MLTs.
 - The mandate of self-regulation is patient safety and public protection and not promotion of the profession. The CMLTA represents the general public and it is the CSMLS who represents professional interests and who advocates on behalf of the profession.
 - AGM attendance has steadily declined each year and currently less than 2% of Regulated Members attend the AGM and vote on Bylaw amendments.
 - The AGM is a function of an association, not of a regulatory body.
 - Regulated Member's authority to impact the CMLTA resides in their right to be elected to Council. A position on Council is the way to effect change in the mandated programs and services of the CMLTA and how your voice is heard.
 - CMLTA Council has committed to abide by the duty to consult with Regulated Members on all matters where feedback and suggestions from the membership can be incorporated. Council will be discussing the means of communication available and most effective ways to connect with Regulated Members at their upcoming Strategic Planning session in October. Council endeavors to be transparent in their actions and Regulated Member awareness is key to a consultative process.

MOTION #6

Be it resolved that the Bylaw amendments related to the use of clear language for Articles 6.7.3 and 6.8.3 as distributed to Regulated Members via email in accordance with the CMLTA Bylaws be approved.

Moved by: Jodi Luckwell

Seconded by: Ryan Carroll

CARRIED (1 opposed)

MOTION #7

Be it resolved that the Bylaw amendments related to Articles 8.1 and 8.2 as distributed to Regulated Members via email in accordance with the CMLTA Bylaws be approved.

Moved by: Masaye Tanaka

Seconded by: Myron Pilip

CARRIED (5 opposed, 4 abstained)

MOTION #8

Be it resolved that the Bylaw amendments related to the AGM and Special Meetings, and modes of communication, excluding Articles 6.7.3 and 6.8.3, and Articles 8.1 and 8.2 as previously moved and as distributed to Regulated Members via email in accordance with the CMLTA Bylaws be approved.

Moved by: Myron Pilip

Seconded by: Liza Mydan

CARRIED (3 opposed, 3 abstained)

6. Discussion – Question & Answer

- On the annual online MLT Practice Permit renewal, why does the CMLTA ask for information on a projected retirement date?
 - This data was requested and collected by the CMLTA on behalf of Alberta Health. The government intended to use this aggregate data to assist in forecasting labor needs; however, this information has never been requested by the government. Future renewals will not include this data element.
- Can the CMLTA provide educational events?
 - In the past, professional development and education events were poorly attended by Regulated Members (less than 5%). The CMLTA used funds collected under their regulatory authority for non-regulatory functions. The entire membership subsidized events for a small number of individuals. The CMLTA is mandated to have a Continuing Competence Program and ongoing mechanism for evaluation (e.g. Compliance Audit), but it is not mandated to provide and fund educational events.
- If the CMLTA represents the public's interest, who advocates on behalf of the profession when there is not an Alberta association? Can the CMLTA assist in creating an Alberta society similar to the ASMLT? What happened to the money/assets of the ASMLT?

- When MLTs agreed to become a self-regulating entity, there was the expectation that the assets of the association would simply transfer to the regulatory body. In the case of the ASMLT, it was in a deficit as funds collected in advance of the membership year (e.g. unearned revenue) were used in the year they were collected and not for expenses in the upcoming year.
- The CMLTA cannot share the personal information of Regulated Members contained in the CMLTA database due to confidentiality and can only share information as provided for in legislation.
- CMLTA Regulated Members are encouraged to contact the CSMLS regarding support for an Alberta association.
- Does the CMLTA present to the students at NAIT, SAIT, and the U of A?
 - Historically, the CMLTA presented to MLT students in their didactic year(s), but as students did not become Regulated Members for at least another year and much of the information was not relevant to them at this point in time, the CMLTA created a video specifically for MLT students. This video can be accessed by MLT students regardless of their clinical placement site so geography is a non-issue. The CMLTA does invite MLT student representatives to attend regularly scheduled meetings of Council each year. The CMLTA can also present to MLT students at the request of an educational institution.
- Does the CMLTA only put out a “general call for volunteers”?
 - No, the CMLTA requests volunteers for specific volunteer positions that have become vacant and advertises in its newsletter, *The Commentator*, and on the CMLTA website. The only general call for volunteers is a Volunteer Resource form on the CMLTA website that individuals may choose to complete and submit. If an individual submits this form and expresses an interest to volunteer, they will be contacted and informed of any volunteer opportunities.

7. Closing Remarks

- Thanks and appreciation were noted for:
 - All CMLTA volunteers for their dedication and unselfish commitment of personal time, resources, and expertise.
 - Families and employers of our volunteers for supporting their involvement with their service to the CMLTA.

Notes:

- *Quorum for this meeting was exclusive of Councilors.*
- *As Regulated Members, individual Councilors and CMLTA staff have the right to vote; however, all chose not to exercise this right and did not vote on any matter.*
- *Being a mover or seconder for a motion does not imply support for the motion, it simply is support for further discussion on the matter.*

8. Adjournment at 11:45