



Date: April 12, 2021
To: All Alberta Assessors' Association Members
Subject: Notice of Annual General Meeting (AGM)

Pursuant to AAA Bylaw 26 and 28, this will serve to advise the membership of the

**Annual General Meeting of the Alberta Assessors' Association,
11:00 a.m., Wednesday, April 28, 2021
via webcast**

All members are invited to attend. A quorum of 20% of the regulated membership (Candidates and AMAA) members is necessary to hold this meeting.

Attached to this Notice is the Agenda for the meeting, the Unapproved Minutes of the 2020 Annual General Meeting and the Nominating Committee Report. The 2021 Annual Report and 2020 Financial Statements are posted on the Association's secure website in the Documents section. Please review these documents in advance of the AGM. We ask also, in the event you have questions, to submit same to info@assessor.ab.ca prior to the day of the AGM meeting in order that we can better manage time and technology during the meeting.

We look forward to your attendance and to a very productive meeting.

Thank you,

R. Scott Powell, BA(Hons), AMAA, MIMA
President 2020-2021

Attachments



Annual General Meeting Agenda

April 28, 2021 – 11:00 AM
Webcast videoconference

Item	To Speak
1.0 Call to Order	President
2.0 Declaration of Quorum (20% of Regulated membership)	President
3.0 Adoption of Agenda	President
4.0 Adoption of AGM Minutes of May 14, 2020	President
5.0 Association Committee Reports and Elections	President
President's Report	President
Financial Director's Report	Financial Director
Questions:	
Registration Committee Report	
Practice Review Committee Report	
Discipline Committee Report	
Legislative Policy Committee Report	
Marketing Communications and Public Relations Committee Report	
6.0 Election of Officers and Directors	
• President-Elect	President
• Vice President	
• Rural Director	
7.0 New Business	
<i>Items arising from the floor of the assembly are referred to the Executive Committee with a report provided at a later date.</i>	
8.0 Adjournment	



60th Annual General Meeting Minutes

May 14, 2020
Alberta Webcast

The Alberta Assessors' Association held its Annual General Meeting, in accordance with Association Bylaws s.26(1), on this day via webcast.

Members Present: 201 at 1:44 p.m. (at declaration of quorum), 227 final count
(A list of voting attendees is available from the Association office)

CALL TO ORDER

President Leroux called the meeting to order at 1:41 p.m., thanking members for agreeing to meet via Webex webcast. President Leroux reviewed meeting procedures, including the processes for asking questions and the Pheedloop application for voting. C. Zukiwski was introduced as Parliamentarian.

DECLARATION OF QUORUM

38% of the current regulated membership were present; quorum is declared as more than 20% of the regulated membership was in attendance according to Association Bylaws s.29.

ADOPTON OF AGENDA

S. BANNERMAN/R. VAN DAM MOVED THAT the agenda be approved.
CARRIED.

ADOPTION OF AGM MINUTES OF April 11, 2019

K.BURNAND/T.LANTZ MOVED THAT the Minutes of the April 19, 2019 Annual General Meeting of the Alberta Assessors' Association be approved
CARRIED.

ASSOCIATION COMMITTEE REPORTS

President's Report

The President advised members that the Committee reports would not be read during the presentation. Members were instead encouraged to refer to the written report and ask questions of the Committee Chairs on any matter as each Committee's report and Chair were introduced. Referring to his written report, President Leroux acknowledged, with thanks, members of the Executive Committee, staff and volunteers for the work and progress made on initiatives throughout the year in pursuit of the Association's objectives including:

- Maintaining relationships with our partners and stakeholders
- Resolution on a multi-year dispute over plagiarism came affirming the AAA's conviction and integrity
- Successful professional development programs at a Symposium hosted in Camrose, and what had been planned for the now-cancelled annual conference
- National collaboration



- Opportunities to explore new ways to meet and to deliver professional development
- An updated logo and image, and an improved website

The President further advised members that a motion to accept all Committee reports, including the President's report on behalf of the Executive Committee would be entertained following all reports.

Financial Director's Report

Referring to the Financial Statements for the Year Ended November 30, 2019, prepared by The Metrix Group (formerly Hawkings Epp), the Financial Director reported that the Association had Assets and Liabilities of \$671,598. The year ended with revenues and expenses of \$496,713 and 557,514 respectively for an anticipated deficit of expenses over revenues of \$60,000 which was covered using unrestricted cash reserves. The Association is in reasonably good financial health, but the next two years will be challenging.

M.KRIM/T.BRASSEUR MOVED THAT the Financial Statements, as reviewed by The Metrix Group, LLP and presented to the assembly for the year ending November 30, 2019 be received and that members Gail Butz, AMAA and Rob Kotchon, AMAA be appointed auditors for the membership.
CARRIED.

Registration Committee

As reported, the Committee met regularly throughout the year and conducted 27 Oral Examinations resulting in membership changes as follows: 27 newly accredited members; 18 new candidates, 8 Retired members; 3 student members; and, 24 cancellations. 29 Demonstration reports were reviewed.

Practice Review Committee

The assembled members were referred to the written Annual Report of the Practice Review Committee whose main task is creating annual professional development programs, among other things. Chairman Maureen Cleary was present for questions.

Discipline Committee

Members were referred to the written Annual Report for additional information. Throughout the year, one hearing occurred following an investigation and another complaint was dismissed following investigation. The Chair, Ron Van Dam, was present and available for questions.

Legislative Policy Committee

Chairman Daniel Lidgren was present and available for questions. As reported the Committee reviewed the City Charters to consider sections or clauses that might work for all municipalities. Reviews of the centralized industrial assessment model and the Guide for the Exchanged of Assessment Information occurred or are continuing.

Marketing, Communications and Public Relations Committee

The Committee was responsible for the new logo design and is overseeing a website re-do. Chairman Michael Krieger was present and available for questions.

S.LEROUX/N.THIBEAULT MOVED THAT the President's Report and all Committee reports be received.
CARRIED UNANIMOUSLY



ELECTION OF OFFICERS

The Chair of the Nominating Committee, René Boutin, outlined the process which differed from the prior year elections as a result of the webcast process as follows:

1. *Nominees for each vacancy will be presented one at a time, beginning with the Nominating Committee's nominee*
2. *The floor will then be opened for Nominations for each position at a time.*
3. *Reminder to use the Chat icon for nominations. The Chat icon looks like a comic speech bubble.*
4. *Any member bringing forward a member's name for a position needs to affirm that he or she has that person's permission. We are asking for this deviation from process because of this unique delivery - with the # of members on the webcast, we're asking for this shortcut to avoid toggling between microphones and any issues that may arise in that process.*
5. *Three calls for nominations will occur for each vacant position and before we move on to the next position.*
6. *If anyone is having tech issues and wants to nominate, text the Executive Director at 780-307-9319 or email info@assessor.ab.ca*
7. *At the end of three calls for each position, we will wait an additional 30 seconds before moving to the next position in case there are tech issues*
8. *We will not close nominations for any position until all three calls for all positions have occurred.*
9. *A single motion to close all nominations will occur 30 seconds AFTER all nominees for all positions have been presented*
10. *Members will vote to close all the nominations.*
11. *If no nominations have occurred, nominee(s) will be declared Acclaimed.*
12. *If an election for any position is required, members will use the "Live Poll" button in the 2020 Annual General Meeting App to vote for their preferred candidate.*

Nominating Committee Report – President Elect Election

The candidate presented by the Nominating Committee for President-Elect was Daniel Lidgren, AMAA.

The Nominating Committee Chair called for nominations a second and third time.

Nominating Committee – Election for the Vice-President Position

The Nominating Committee Chair introduced Travis Lantz, AMAA as the candidate for the Vice-President position and called for nominations from the floor.

The Nominating Committee Chair called for nominations a second and third time.

Nominating Committee – Urban Director

The Chair of the Nominating Committee presented Jeff McKinnon, AMAA; as nominee for the position of Urban Director.

The Nominating Committee Chair called for nominations a second and third time.

Nominating Committee – Election for the Financial Director

The Nominating Committee Chair introduced Mike Krim, AMAA as the candidate for the Financial Director position and called for nominations from the floor.

The Nominating Committee Chair called for nominations a second and third time.



R.BOUTIN/S.POWELL MOVED THAT nominations for all positions close.
CARRIED UNANIMOUSLY.

The Nominating Committee Chair declared all nominees claimed and invited each nominee the opportunity to introduce themselves to the assembled members.

NEW BUSINESS

President Leroux advised members that any new business arising from the assembled members will be referred to the Executive Committee. Any item or issue not within the Executive's jurisdiction will return to the assembly the following year.

No new business was introduced from the floor.

ADJOURNMENT

T.LANTZ/B.BOOMER MOVED THAT the 2019 Annual General Meeting be adjourned.
CARRIED.

The meeting adjourned at 2:40 p.m.

Nominating Committee Report

The Nominating Committee was comprised of Stephen Leroux, AMAA, Past-President; Angel Svennes, AMAA; and, Troy Birtles, AMAA.

The positions open for election for 2021-2022 are:

- President-Elect (three-year term)
- Vice-President (one-year term)
- Rural Director (two-year term)

The current nominees for the 3 vacant Executive Committee positions are:

President Elect	Vice President	Rural Director
Travis Lantz, AMAA	Karen Burnand, AMAA	Steven Toews, AMAA

I would like to thank the above members for coming forward to serve on the Association's Executive Committee. All members are reminded that nominations may be accepted from the floor at the time the nominations open during the AGM.

Respectfully submitted,

Stephen Leroux, AMAA
Chair, Nominating Committee