



**Date:** April 5, 2023  
**To:** All Alberta Assessors' Association Members  
**Subject:** Notice of Annual General Meeting (AGM)

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

**Annual General Meeting of the Alberta Assessors' Association,  
1:30 p.m. Thursday, April 20, 2023  
Fantasyland Hotel Ballroom – 17700 87 Avenue, Edmonton**

All members are invited to attend. A quorum of 20% of the regulated membership (Candidates and AMAA) members is necessary to hold this meeting. Members are reminded that only regulated categories may vote.

Attached to this Notice is the Agenda for the meeting, the Unapproved Minutes of the 2022 Annual General Meeting and the Nominating Committee Report. The 2023 Annual Report with Financial Statements is available on the [AAA Website \(News/Meetings\)](#) to view online or download as a pdf.

Please review these documents in advance of the AGM; there will only be a limited number printed.

For members not attending the 2023 Conference and Annual Meeting in person, the AGM will be streamed in real time via a Zoom videoconference link. This link will be sent to all regulated members in advance of the meeting.

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

Thank you,

Travis Lantz, AMAA  
President 2022-2023

Attachments



## **ANNUAL GENERAL MEETING AGENDA**

**Thursday, April 20, 2023 – 1:30 PM  
Fantasyland Hotel Ballroom**

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*Meeting will be streamed via Zoom Videoconference for Members unable to attend in person.*

- 1.0 Call to Order**
- 2.0 Declaration of Quorum (20% of Regulated Membership Count)**
- 3.0 Approval of Agenda**
- 4.0 Approval of Minutes of 2022 Annual Meeting – April 12**
- 5.0 Recognition and Acknowledgements**
  - Departing Executive Members
  - Member Long Service Recognition
  - Moment of Silence for Members Passed On
- 6.0 Association Committee Reports and Elections**
  - President's Report
  - Questions of:
    - Practice Review Committee Report
    - Discipline Committee Report
    - Legislative Policy Committee Report
    - MCPR (Marketing) Committee Report
    - Registration Committee Report
  - Presentations - Newly Accredited Members**
- 7.0 Financial Director's Report**
- 8.0 Election of Officers**
  - President Elect
  - Vice President
  - Rural Director
- 9..0 New Business**

*Items of business arising from the floor of the Assembly are referred to the Executive Committee with a report provide at a later date.*
- 10.0 Adjournment**



## 62nd Annual General Meeting Minutes

April 12, 2022  
Alberta Webcast

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

**Members Present: 205 at 2:00 p.m. (at declaration of quorum), 237 final count**  
*(A list of voting attendees is available from the Association office)*

### **CALL TO ORDER**

President Lidgren called the meeting to order at 2:06 p.m., thanking members for attending the 62<sup>nd</sup> annual general meeting via Zoom. President Lidgren then reviewed meeting procedures, including the processes for asking questions, to present nominations and the Slide-O application for voting. C. Zukowski was introduced as Parliamentarian.

### **DECLARATION OF QUORUM**

38% of regulated members were seen to be online. Quorum is declared as more than 20% of the regulated membership was in attendance according to Association Bylaws s.29.

### **ADOPTON OF AGENDA**

A. MURPHY/B. TIPTON MOVED THAT the agenda be approved.  
CARRIED.

### **ADOPTION OF AGM MINUTES OF April 28, 2021**

V. POWELL/R. REDEKOPP MOVED that the Minutes of the Annual Meeting of April 28, 2021 be approved as amended by deleting "revenues and expenses of \$264,300 and \$256,842 respectively" and inserting "revenues of \$260,694 and \$265,093 respectively."  
CARRIED.

### **RECOGNITION**

President Lidgren acknowledged members newly accredited in 2021-22, members who achieved long service benchmarks in 2021-22 and members who served as volunteers noting that in-person recognition will occur in Banff and make up any lapses.

### **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. As well, an omnibus motion to accept all reports would be considered at the end of reporting.



Referring to his written report, President Lidgren 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 2021-22 objectives including:

- Professional development and membership growth
- Collaboration with partners
- Membership growth
- Financial stability

President Lidgren reminded members that the Association had submitted its arguments for inclusion in a new professional governance act that would replace POARA. At this time, no word has been received regarding the organizations who will be included in a proposed Act.

Also of note, the recently signed Memorandum of Understanding between the Association and the Ontario Institute of Municipal Assessors spawned a working group to advance the elements of the Memorandum.

### **Financial Director's Report**

Referring to the Financial Statements for the Year Ended November 30, 2021, prepared by The Metrix Group, the Financial Director reported that the Association had Assets and Liabilities of \$618,224. A budget with a surplus of revenues over expenses of \$14,317 was approved in December of 2021. The reviewed Financial Statements shows actual results with revenues of \$316,732 and expenses of \$277,408, resulting in a surplus of \$39,324 for the year end November 30, 2021. The Association is in reasonably good financial health, but the impact of the pandemic, retirements and municipal recovery budgets will continue to be challenging.

M.KRIM/S.POWELL MOVED THAT the Financial Statements, as reviewed by The Metrix Group, LLP and presented to the assembly for the year ending November 30, 2021 be received and that members Brad Hurt, AMAA and Darcy Geseron, AMAA be appointed auditors for the membership.  
CARRIED.

### **Registration Committee**

Chairman Powell was present for questions. As reported, the Committee met its mandate of considering all membership applications and change requests, including 10 new accreditations, 10 new Candidate memberships, 4 new students, 7 AMAA, Ret and 9 cancellations. The Examination Sub-Committee continued video conferenced oral examinations and conducted 12 examinations and reviewed 19 demonstration reports.

### **Practice Review Committee**

The Practice Review Committee planned, prepared for and then overcame the disappointment of the cancelled Fall Education Symposium by launching the Fundamentals to Residential Assessment course with Instr. Wayne Kelly, AMAA, Ret., and the online panel discussion following the CNRL depreciation decision. The 2022 Conference is upcoming with an anticipated 160 registrations, as of last count.



### **Discipline Committee**

Members were referred to the written Annual Report for additional information. The Discipline Committee received one complaint which is currently held for additional information. The Chair, Ron Van Dam, was present and available for questions.

### **Legislative Policy Committee**

Chairman Mike Arnold was present and available for questions. As reported The Legislative Policy Committee reviewed and prepared responses to the Minister's Quality and Reporting Guidelines, the Exchange of Assessment Information guidelines, the Red Tape Reduction Act, notably the proposed removal of the designated officer status for the appointed assessor.

### **Marketing, Communications and Public Relations Committee**

The Marketing, Communications and Public Relations Committee, known as MCPR, continued reviewing print material and newsletters and assisting the Executive Committee as directed.

D. LIDGREN/K. KELLY MOVED THAT the President's Report and all Committee reports be received.  
CARRIED UNANIMOUSLY

### **ELECTION OF OFFICERS**

The Chair of the Nominating Committee, Scott Powell, outlined the process as follows:

1. Nominees for each vacancy will be presented one at a time, starting with the candidate from the Nominating Committee
2. The floor will then be opened for Nominations for each separately
3. Reminder to use the Chat icon or the raised hand (for mic access) for nominations.
4. Also, a reminder that any member bringing forward a member's name for a position needs to affirm that he or she has that person's permission. 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 before we move on to the next position.
6. If anyone is having tech issues and wants to nominate, text the Member Services Coordinator at 780-405-5048 or email [pali@productionworld.ca](mailto:pali@productionworld.ca)
7. At the end of three calls for each position, we will wait an additional 15 seconds before closing the nominations
8. A single motion to close all nominations will occur 15 seconds AFTER all nominees for all positions have been presented.
9. Members will vote to close all the nominations.
10. If no nominations have occurred, nominee(s) will be declared Acclaimed.
11. If an election for any position is required, there will be a short delay as names are typed into the Slido app for voting.

### **Nominating Committee Report – President Elect Election**

The candidate presented by the Nominating Committee for President-Elect was Karen Burnand, 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 Tessa Brady, 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 Troy Birtles, AMAA; as nominee for the position of Urban Director.

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

### **Financial Director**

The Chair of the Nominating Committee presented Mike Krim, AMAA as nominee for the position of Financial Director.

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

S. POWELL/A.SVENNES MOVED THAT nominations for all positions close.  
CARRIED UNANIMOUSLY.

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

### **NEW BUSINESS**

President Powell 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**

A.BEECRAFT/T.PLOWMAN MOVED THAT the 2021 Annual General Meeting be adjourned.  
CARRIED.

The meeting adjourned at 2:40 p.m.



## Nominating Committee Report

The positions open for election for 2023-2024 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
Cate Watt, AMAA	Tessa Brady, 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,

Daniel Lidgren, AMAA, AACI, P.App  
Chair, Nominating Committee