

**Annual General Meeting Minutes**  
**Thursday, October 14, 2021 1800-1900 hrs**  
**Due to Covid-19 pandemic, Meeting was held virtually via Zoom**

**Chaired by: Dr. Roger Walmsley, Board Chair**

**Recorded by: Kathy Shaw, Executive Administrator**

AGENDA ITEM	DISCUSSION	DECISION
1. Call to Order and adoption of rules of order	<ul style="list-style-type: none"> <li>• Appointment of Presiding Officer               <ul style="list-style-type: none"> <li>- Dr. Roger Walmsley, Chair of the Board to act as Presiding Officer</li> </ul> </li> <li>• Appointment of Meeting Secretary               <ul style="list-style-type: none"> <li>- Kathy Shaw appointed as Meeting Secretary</li> </ul> </li> <li>• Presiding Officer declared meeting attendance Quorum</li> <li>• Voting shall be conducted by electronic poll</li> </ul>	<ul style="list-style-type: none"> <li>• Dr. Roger Walmsley appointed Presiding Officer</li> <li>• Kathy Shaw appointed Meeting Secretary</li> </ul>
2. Notice of Annual General Meeting	<ul style="list-style-type: none"> <li>• Dr. Roger Walmsley declared notice of this General Meeting on September 13, 2021, was properly given</li> </ul>	
3. Approval of Agenda	<ul style="list-style-type: none"> <li>• Motion to accept the agenda presented was approved</li> </ul>	<ul style="list-style-type: none"> <li>• Motion moved by Chaundra Willms</li> <li>• Motion seconded by Dr. Diane Wallis</li> <li>• Motion carried</li> </ul>
4. Approval of October 29, 2020 Meeting Minutes	<ul style="list-style-type: none"> <li>• Motion to accept the minutes of October 29, 2020, as presented</li> </ul>	<ul style="list-style-type: none"> <li>• Motion moved by Dr. Duncan MacGillivray</li> <li>• Motion seconded by Dr. Michelle Workun-Hill</li> <li>• Motion carried</li> </ul>
5. 2020 Annual Report	<ul style="list-style-type: none"> <li>• 2020 Annual Report presented</li> </ul>	<ul style="list-style-type: none"> <li>• No questions arising from the Annual Report</li> </ul>
6. Review of the Financials - Audited Statements 2020-21 - Treasurer's Report	<ul style="list-style-type: none"> <li>• Financial audited report presented by Derek Lamb, Chan, Nowosad, Boates</li> <li>• Motion that Chan Nowosad and Boates be retained as Auditors of the Nanaimo Division of Family Practice for the 2021-22 Fiscal year</li> </ul>	<ul style="list-style-type: none"> <li>• No questions arising from the Financial Report</li> <li>• Motion to accept the Financials moved by Dr. John Trepess</li> <li>• Motion seconded by Dr. Michelle Workun-Hill</li> <li>• Motion carried</li> <li>• Motion moved by Dr. Diane Wallis</li> <li>• Motion Seconded by Dr. Michelle Workun-Hill</li> <li>• Motion carried</li> </ul>
7. Special Resolution: Proposed Bylaw Amendments	<ul style="list-style-type: none"> <li>• Presentation of Special Resolution: Proposal to change Bylaw 7.6, 7.7 &amp; 7.8               <ul style="list-style-type: none"> <li>○ Request to membership for proposed amendments to the Division Bylaws circulated with the Notice of AGM on September 13, 2021 approved by a special resolution.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Doug Torrie Director proposed motion that the Bylaw amendments be approved by special resolution</li> <li>• Motion moved by Dr. Danielle Downe</li> <li>• Motion seconded by Dr. Taylor Swanson</li> <li>• Motion carried by 100%</li> </ul>
8. Election of Board of Directors	<ul style="list-style-type: none"> <li>• There are nine members on the Division Board of Directors. 4 vacancies for General Member Directors at Large               <ul style="list-style-type: none"> <li>○ One member has completed terms and is stepping down;                   <ul style="list-style-type: none"> <li>▪ Dr. Roger Walmsley</li> </ul> </li> </ul> </li> <li>• In addition, there are three sitting General Member Directors whose current term of office expires. Each standing for re-election for a further 2-year term.               <ul style="list-style-type: none"> <li>▪ Dr. John Trepess</li> <li>▪ Dr. Diane Wallis</li> <li>▪ Dr. Taylor Swanson</li> </ul> </li> <li>• One vacancy for an Associate Director at Large as Dr MacGillivray completed his two-year term as Resident in this position.               <ul style="list-style-type: none"> <li>○ Nominees for one General Member Director Board seat: Dr. Duncan MacGillivray. No other nominations received. Dr elected to position by acclamation</li> <li>○ Dr Trepess, Dr Wallis, and Dr Swanson re-elected unopposed.</li> <li>○ Nominees for one Associate Member Dr. Luke Zawadiuk. No other nominations received Dr. Luke Zawadiuk elected to position by acclamation</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Motion to accept incoming Board members by Dr. Roger Walmsley</li> <li>• Motion moved by Dr. Jenny Bell</li> <li>• Motion seconded Dr. Hepburn</li> <li>• Motion carried</li> </ul>
9. Other business	<ul style="list-style-type: none"> <li>• No other business</li> </ul>	

10. Concluding Remarks  
11. Meeting Adjournment

▪ The business of this meeting concluded, and a motion made to adjourn

- Motion of adjournment moved by Dr. John Trepas
- Motion seconded by Dr. Taylor Swanson
- Motion carried



Treasurer  
Dr Diane Wallis