



**PARKS AND RECREATION ONTARIO**

**ANNUAL GENERAL MEETING**

**Tuesday April 10, 2018**

**Blue Mountain Conference Centre, Town of the Blue Mountains, Ontario**

**7:00 - 8:00 pm**

**1) Opening Remarks and Call to Order**

Bill Allen, Chair of Parks and Recreation Ontario, welcomed members and guests to the 2018 Annual General Meeting and recognizing that the traditional territory of the Iroquois, Ojibway/Chippewa and Anishnabek people.

**2) Special Introductions**

Mr. Allen welcomed special guests and introduced the past presidents of Parks and Recreation Ontario. Many of the Past Presidents were in attendance.

**Presidents of Parks and Recreation Ontario**

Michael H. Hall 1995	Howie Dayton 2004
Darlene W. Joslin 1996	Karen Makela 2005
Marion Price 1997	Nina de Vaal 2006
Janie Romoff 1998/99	Frank Prospero 2007
Stuart Taylor 2000	Aaron Burry 2008
Perry Smith 2001	Don May 2009
Terry Alyman 2002	Liz Weaver 2010/11
Sharon May 2003	Jennifer Reynolds 2012/13
	Michael Cleland 2014/15

He also introduced the current Board of Directors.

**Executive Committee**

Bill Allen, Chair  
Derek Edwards, Treasurer  
Jan Wilson, Chair Elect

**Directors**

Hallie Atter  
Kyle Barber  
Juanita Bueschleb  
Romas Keliacius

**Darryl McWilliam**

Lori Mambella  
Catherine Matheson  
Donna Perrault  
Bryan Smale

**3) Rules of Order**

**Brian Wynn**, Partner at Gardiner Roberts LLP and PRO's legal counsel, acted as Parliamentarian and used Perry's Rules of Order for this meeting.

**4) Motion: To adopt the Minutes of the Parks and Recreation Ontario 2017 Annual General Meeting**

Moved: Perry Smith  
Seconded: Nina de Vaal  
Vote: The motion was carried.

**5) Member Recognition**

Chair Bill Allen acknowledged the PRO member volunteers who contribute their valuable time and expertise to furthering the mission and vision of the association. Cathy Denyer presented the following member recognition awards.

**Certificate of Thanks - 2 years**

Lori Mambella  
Catherine Matheson  
Donna Perrault  
Shannon Scully-Pratt  
Lauren Steckley  
Jesse Williamson

**Certificate of Recognition - 5 years**

**5 Years of Service**  
Ashley Arruda  
Michelle Kusiar  
Diane Wiber

**Certificate of Merit – 10 years**

Jan Wilson

**Honourary Plaque – 15 years**

Howie Dayton  
Brenda Whitehead

Additionally, PRO Cathy recognized three **HIGH FIVE trainers** who have been active for 10 years: Juli Bramham, Barney Chanda, Lisa King and Debbie Weightman.

**6) Reports**

**a) Chair's Report**

Bill Allen reported on PRO's work on behalf of members and stakeholders to strengthen the recreation and parks sector in Ontario. He reflected on the achievements of PRO during the past year, focusing on the three pillars of PRO's strategic plan: Policy Leadership, Supporting Wellbeing and Quality Assurance.

**Policy Leadership**

PRO is recognized as an expert in policy for recreation and parks by allied organizations like the Association of Municipalities of Ontario and is well-regarded by policy makers in government. The Chair reported on PRO's leadership on policy issues such as Bill 148, new public health regulations for pools and Rowan's Law (Concussion Awareness).

**Supporting Wellbeing**

PRO reached more than 20,000 people through its conferences, workshops and the nationally-recognized HIGH FIVE training.

He also reported on the three-year project, funded by the Ontario Trillium Foundation, to support youth engagement in 10 rural communities and enhance the Play Works Youth Friendly Community Recognition Program.

**Quality Assurance**

Through another OTF funded project, PRO is expanding and enhancing the HIGH FIVE standard to encompass older adult recreation. HIGH FIVE Healthy Aging training was piloted across Ontario and will be fully launched in 2019. This new venture also offered the opportunity to begin an extensive review of the entire HIGH FIVE program, responding directly to stakeholder feedback.

To close his remarks, Bill noted this was his final AGM as Chair and thanked the PRO membership, staff and fellow board members for their commitment to the organization.

**b) CEO's Report**

CEO Cathy Denyer reflected on the incredible contribution of recreation and parks to our communities over the 150 years of Canada and the longer history of Indigenous peoples who populated the land for thousands of years before Canada was a nation. She expanded on the Chair's comments on the plans to review and enhance the entire HIGH FIVE program. A significant review had not been undertaken in several years, and this was the opportunity to update resources, training and the business model to better reflect recreation today and better serve our stakeholders.

Cathy also reported on PRO's plans for deepening our member engagement, working collaboratively across the province with as many PRO members as possible.

PRO is an active member of the Canadian Parks and Recreation Association. Michael Cleland, PRO Past President, is PRO's representative on the CPRA Board. Cathy Denyer presented a report on CPRA's activities on behalf of Michael. CPRA continued to advocate for more resources for recreation and parks through federal infrastructure programs. In addition, CPRA contributed to the development of new resources, such as *Parks for All*. CPRA also received a major contract from the Government of Canada's Summer Work Experience program to deliver the Green Jobs Initiative across Canada. In Ontario, PRO managed the project on behalf of CPRA.

**c) Treasurer's Report**

Treasurer Derek Edwards reported that 2017 was a financially sound and stable year for Parks and Recreation Ontario. Through sound fiscal practices, PRO was again able to contribute to the general reserve funds. These funds are one of the risk management strategies PRO uses to ensure stability over the long term. The fund currently sits at about 15% of PRO's operating expenses.

PRO was also able to allocate funds from research and development to invest in the expansion of HIGH FIVE for older adults. We are also investing significantly in a new website and database to support members.

This was Derek's final report as Treasurer and he thanked the board and professional staff.

Before calling for the required motions, Derek stated that as part of good governance and risk management, the Board would conduct a review of the auditor appointment and will report back to the membership at a future date with a special meeting to appoint the auditor. In the meantime the present auditors remain in place.

He then called for the following motions.

**1. Motion: To accept the audited financial statement for 2017**

Moved: Perry Smith

Seconded: Danielle Pearce

Vote: The motion was carried

**2. Motion: That the board of directors is hereby authorized to set the remuneration for the auditors for the coming year.**

Moved: Shari Lichterman

Seconded: Perry Smith

Vote: The motion was carried

## 7) Bylaws

In 2017, PRO proposed significant updates to the PRO By-law No. 1. The motion to adopt the new By-law was passed with some friendly amendments, which PRO has adopted. These included retaining a clause on discrimination. New legislation meant that PRO had to have a clause in the by-law related to termination of a membership. Members asked that a new clause be added to stipulate that there is an appeal process for any terminated membership.

An appeal process was developed, and the additional clause was presented to the membership:

***5.4 There shall be an appeal available from any decision to cancel a membership.***

***The Board of Directors shall establish in policy a procedure for such appeal. The decision of the Board hearing an appeal shall be final.***

Chair Bill Allen then called for a motion to accept this addition to the By-law No. 1.

**Motion: To accept The Resolution to Amend By-Law No. 1 of Parks and Recreation Ontario**

Moved: Nina de Vaal

Seconded: Julie Mitchell

Vote: The motion was carried

## 8) Motion to Approve all Acts & Business During the Past Year

**MOTION: That the reports as outlined in the Annual Report be received and that all business of the association enacted, taken or carried out by the Board of Directors in 2017 be approved.**

Moved: Sarah Douglas Murragy

Seconded: Anna Taylor

Vote: The motion was carried

## 9) Elections

Hallie Atter, Chair of the Governance Committee presented the Slate of Nominees for election to the PRO Board of Directors. She also thanked the Nominations Committee for their work.

**The following three nominees for a 3 year term as Director:**

Juanita Bueschleb, General Manager, Goldfish Swim School, Oakville

Shari Lichterman, Director of Recreation, City of Mississauga

Lori Mambella, Programs Supervisor, Parks, Recreation and Cultural Services, City of St. Catharines

Jeff Payne, Director of Corporate Services, Credit Valley Conservation Authority

**MOTION: The Slate of Nominees is approved by the membership of Parks and Recreation Ontario on March 28, 2017.**

Moved: Corey Groulx

Seconded: Michael Brennan

Vote: The motion was carried

## 10) Resolutions

No resolutions were brought forward.

**11) Other Business**

Bill Allen recognized outgoing Board members Hallie Atter and Derek Edwards. Officially as Past Chair, Bill turned the meeting over to the new Chair, Jan Wilson.

Jan recognized Bill Allen for his contribution to PRO, serving as Chair for the past two years. Bill's experience working in government for 33 years was invaluable to PRO. He led PRO through significant changes, ensuring a smooth transition to a new CEO and acted as a mentor and role model for board and staff alike.

The membership gave all the outgoing board members an appreciative round of applause.

**12) Adjournment**

There being no other business and as per Perry's Rules of Order, Jan Wilson declared the Annual General Meeting adjourned.