



**Ontario Land Trust Alliance
Annual General Meeting
for the fiscal year 2016/2017
October 20, 2017 – 10:00 a.m.**

Nottawasaga Inn Resort
Alliston, Ontario

AGENDA

1. Call to Order and Welcoming Remarks
2. Adoption of Rules of Order
3. Adoption of the Agenda
4. Adoption of the Minutes of the 2016 Annual General Meeting
5. Audited Financial Statements for the year 2016/2017
6. Auditor Appointment
7. Annual Report for 2016/2017
8. Elections
9. Member Q&A
10. Other Business
11. Adjournment

Agenda item # 2

AGM 2016/2017

October 20, 2017

To: The Members of the Ontario Land Trust Alliance

Re: Adoption of Rules of Order

Background Summary

Business at the Annual General Meeting needs to be conducted in a manner that is open and orderly. In order to ensure this, it is proposed to use the modern edition of Robert's Rules of Order.

Recommendation

Resolved, That, the Annual General Meeting for the fiscal year 2016/17 of the Ontario Land Trust Alliance be conducted in accordance with the modern edition of Robert's Rules of Order.

Agenda item # 3

AGM 2016/2017

October 20, 2017

To: The Members of the Ontario Land Trust Alliance

Re: Adoption of the Agenda

Summary

The Chair will ask the membership if there are any additional items for the agenda, following which the agenda for the meeting will be considered for adoption either as presented or as amended.

Recommendation

Resolved, That, the agenda for the Annual General Meeting for the fiscal year 2016/2017 of the Ontario Land Trust Alliance be adopted as presented (as amended).

Background

The Chair will present the proposed agenda to the membership for consideration. Opportunity is given for members to request additional items for the agenda. These will be placed in sequence as numbered items before agenda item #10, "Other Business" unless the membership indicates that an additional item should go at a specific point in the agenda. If needed, the Chair will rule as to where on the agenda an item will be placed.

Agenda item # 4

AGM 2016/2017
October 20, 2017

To: The Members of the Ontario Land Trust Alliance

Re: Adoption of the Minutes of the 2016 Annual General Meeting

Summary

The minutes of the 2016 Annual General Meeting are to be considered.

Recommendation

Resolved, That, the minutes of the 2016 Annual General Meeting of the Ontario Land Trust Alliance be adopted as presented.

Background

The minutes of the 2016 Annual General Meeting are attached for your review. The membership will be given opportunity to ask questions for clarification purposes on the minutes. A motion to adopt the minutes will then be sought. Following adoption of the minutes, any business arising from the minutes will be addressed.

Agenda item # 5

AGM 2016/2017

October 20, 2017

To: The Members of the Ontario Land Trust Alliance

Re: Audited Financial Statements for the year 2016/2017

Summary

The audited financial statements for 2016/2017 will be reviewed with the membership and approval sought.

Recommendation

Resolved, That, the audited financial statements for the year 2016/2017 be received and approved as presented.

Background

The audited financial statements for 2016/2017 are attached for your review. Draft statements were presented to the Board of Governors on September 27, 2017 and a resolution was passed recommending approval of the audit report by the membership. The audit statement is thus before you for approval. Prior to seeking approval from the membership, OLTA's Treasurer, Bill Lougheed, will provide an overview summary of the statements and address questions.

Agenda item # 6

AGM 2016/2017

October 20, 2017

To: The Members of the Ontario Land Trust Alliance

Re: Auditor Appointment

Summary

An auditor is appointed annually subject to satisfactory performance. The Board of Governors is seeking the support of the membership to use the firm of Prentice Yates & Clark for the fiscal year 2017/2018.

Recommendation

Resolved, That, the Ontario Land Trust Alliance appoint the firm of Prentice Yates & Clark as auditor for the fiscal year 2017/2018.

Background

OLTA retained the accounting firm of Prentice, Yates & Clark to provide audit services for the period of 2010/2011 through 2016/2017. The Board remains satisfied with the service provided and is therefore seeking support to continue using this firm for the 2017/2018 fiscal year.

Agenda item # 7

AGM 2016/2017

October 20, 2017

To: The Members of the Ontario Land Trust Alliance

Re: Annual Report for 2016/2017

Summary

Copies of the 2016/2017 Annual Report will be available at the Annual General Meeting. It will be reviewed with the membership and questions on it will be addressed. No motion is required for reports for information.

The Chair will give an oral report to update the members on key activities at the Board and staff level in 2016/2017.

To: The Members of the Ontario Land Trust Alliance

Re: Elections

Summary

The membership will elect Governors to the Board and the Board Chair.

The Board of Governors is providing nominations for the position of Governor and for the position of Chair to the membership for consideration. There will also be a call for nominations from the floor in both cases.

Recommendations

Pre-election procedures:

1. Resolved, That, April Wepler acts as Election-chair for 2016/2017 AGM.
2. Resolved, That, Alison Howson and Nadine Price be appointed as election scrutineers for 2016/2017 AGM; and, That, following the collection, count and reporting of ballot results, all ballots be destroyed.

Governor elections:

1. Resolved, That, Jeremiah Brenner and Brian Hobbs be nominated as Governors for a three year term.

Jeremiah Brenner is Lead, Corporate Responsibility at Loyalty One (owners of Air Miles rewards). His work has included green initiatives in rewards programs or best practices in private sector and for a GTA municipality. He has diplomas in Environment, Business & Sociology and is a winner of top marketing & sustainability awards. Jeremiah volunteers his expertise in business, marketing, communications & engagement in his local community & professional groups.

Brian Hobbs has served as the Director of Development for the Conservation Halton Foundation since 2004. His work in marketing and relationships has generated significant funds for environmental and health charities. He holds diplomas in Environmental Studies & Business Administration and is a Fundraising Professional member. Brian also volunteers for local community boards & professional fundraising groups in leadership, planning & training roles.

There may be multiple nominations from the floor. After calling three times for nominations without receiving any, a motion to close nominations is sought.

2. Resolved, That, nominations for the position of Governor be closed

Chair election:

1. Resolved, That, Kristie Virgoe be nominated as Chair of the Ontario Land Trust Alliance for 2017/2018.

There may be multiple nominations. After calling three times for nominations without receiving any, a motion to close nominations is sought.

2. Resolved, That, nominations for the position of Chair 2017/2018 be closed.

Background

For election purposes, ballots will be given to all voting members (land trusts) in good standing at the beginning of the Annual General Meeting. Only one ballot is provided per member. To be in good standing, a member must be up to date in terms of membership dues.

Two scrutineers will be required to collect election ballots, count the ballots, report back to the election chair and destroy ballots following any election. It is proposed that Alison Howson and Nadine Price be appointed as scrutineers. The Election-chair will seek such a motion before moving to the elections and seeking nominations.

Nominations require a mover but not a seconder and are not voted upon.

Governors will be elected first followed by the election of Chair.

Election of Governors

OLTA has a minimum of 9 and maximum of 15 Governors on the Board in accord with our by-law. Eight Governors are continuing in their current term of office.

There are up to seven openings on the OLTA Board of Governors. The OLTA Recruitment and Nominations Policy and the Job Description for OLTA Governor were reviewed and updated in 2016. In recruiting potential governors, OLTA's Board continues to strive to diversify its composition, address current gaps in skills/abilities and add individuals with complementary perspectives and contacts, while still reflecting a strong cross-section of our membership. Candidates are interviewed, must support the OLTA mission, sign a declaration of eligibility and agree to sign the contract agreement for OLTA Governors. After a search for potential candidates through notification in OLTA's website, newsletter, BoardMatch and word of mouth, two nominations are being put forward.

The Election-chair will ask for further nominations from the floor. As each nomination is made, the Election-chair will ask the nominee if they are aware of the duties and expectations of an OLTA Governor and are prepared to stand. Copies of the relevant documents will be available for the nominee to review.

Upon asking for further nominations three times without receiving a response, the Election-chair will ask for a motion to close nominations. Upon closing nominations, each of the nominees will be given an opportunity to briefly speak to their personal eligibility, qualifications, support for the OLTA mission and commitment of volunteer time to serve as an OLTA Governor.

If there are seven or fewer people standing for election, their election will be by acclamation. If however, nominations result in more than seven people seeking election, members will be asked to vote for up to seven of the candidates. This will be done by writing the appropriate names on the election ballots provided. These will be collected by the scrutineers, counted to

determine those candidates receiving the most votes and the results given to the Election-chair who will read them out. The scrutineers will destroy all ballots following the elections.

Election of Chair

The office of Chair is filled from the Governors and is elected by the voting members. The same procedure will be used to elect the Chair as done for the election of Governors.

The Election-chair will seek nominations. Current Chair Kristie Virgoe has agree to stand for another year.

Further nominations may come from the floor.

If there is an election, ballots will be collected by the scrutineers, counted and the results announced by the Election-chair. Ballots will then be destroyed.

Agenda item #9

AGM 2016/2017

October 20, 2017

To: The Members of the Ontario Land Trust Alliance

Re: Member Q&A

Summary

This is an opportunity for OLTA members to ask questions to the OLTA board.