



**Environmental Operators Certification Program Annual General Meeting
19 June 2019 Electronic Meeting – GoTo Meeting**

Presenters: Brian Dean, Board Chair Allison O’Neill, Board Treasurer Kalpna Solanki, CEO

Quorum of 26 certified Operators confirmed. Minimum quorum of Quorum of 19 certified Operators is required.

Presenter / Motion	Second	Motion / Subject	Discussion	Decision / Action
1. Brian Dean		The meeting was called to order at 11:04 AM.		
2. Kalpna Solanki		Welcome & Introductions	Welcomed Operators to the 2019 electronic AGM and introduced Board members and EOCP staff. Mike Gosselin, past Board Chair was also recognized.	
3. Pat Miller	Jim McQuarrie	To adopt the agenda for the 2019 AGM as presented.		All in favour Motion Carried
4. Peter Coxon	Mike Firlotte	To adopt the Minutes of the 2018 AGM as Presented.		All in favour Motion Carried
5. Kalpna Solanki		Chief Executive Officer’s Report	The CRM platform was completed in 2018. The Program Guide was updated and is available on the EOCP website. EOCP was instrumental in the formation of a new organization, Operators Without	



Presenter / Motion	Second	Motion / Subject	Discussion	Decision / Action
5. Kalpna Solanki		Chief Executive Officer's Report	<p>Borders, which enables EOCP certified Operators to volunteer in countries where Operators are struggling or don't have the resources Operators have in Canada.</p> <p>EOCP held its first conference in 2018. It was designed for Operators, by Operators, and was a sold-out event. The EOCP is planning the next conference for 2020, after which the conference will be held annually.</p>	
6. Allison O'Neill		Presentation of the 2018 Audited Financial Statements	<p>The EOCP drew on savings that had been invested for several years in anticipation of the CRM project. The deficit is due the CRM project and was expected and planned for. A lot of work was done in-house to keep costs down.</p> <p>Investment revenue has gone down as it was used to fund the CRM project.</p> <p>Some of the largest expenses related to the conference. Conference sponsorships enabled the EOCP to keep the registration costs low. The goal was to make the conference accessible by keeping costs low, but not lose money.</p>	



Presenter/Motion	Second	Motion/Subject	Discussion	Decision/Action
6. Allison O'Neill Jason Perrault	 Mike Firlotte	Presentation of the 2018 Audited Financial Statements To accept the 2018 audited financial statements as presented.	The contract for the 2018 grant was signed in and received in 2019, so the amount could not be included in the 2018 financial statements.	 All in favour
7. Jim McQuarrie	Peter Coxon	To appoint existing auditors, The Kemp Harvey Group, as auditors for 2019.		All in favour
8. Brian Dean		Presentation of the Annual Report	EOCP started work with government agencies on a Compliance Project in 2018 to ensure that all facilities and systems are classified and the Operators that are working there are maintaining their certification. EOCP offers more exams sessions than any other jurisdiction in Canada. The EOCP held 250 sessions for 1,064 Operators in 2018.	



Presenter/Motion	Second	Motion/Subject	Discussion	Decision/Action
8. Brian Dean		Presentation of the Annual Report	We held a Board meeting in Whitehorse for the first time in 2018 and met with stakeholders in Yukon.	
8. Brian Dean		Presentation of the Annual Report	<p>Significant changes were made in operations, and the new CRM was completed in 2018.</p> <p>The EOCP is working towards increased professionalization of the role of Operators and is very well positioned for sound oversight of water and wastewater in BC and Yukon.</p> <p>The annual report will be online after the meeting.</p> <p>Brian thanked the EOCP Board and staff for making his term as Board Chair very pleasant.</p>	
9. Brian Dean		Appointment of New Directors	<p>Peter Coxon was re-elected for a three-year term as the Consultant Rep.</p> <p>Anna Agnew and Chris Lawrence are both new to the EOCP board for three-year term as Operator reps.</p> <p>Thank you to Maurice Valcourt for his term as Board director.</p>	



EOCP

Environmental
Operators
Certification
Program

Presenter / Motion	Second	Motion / Subject	Discussion	Decision / Action
9. Brian Dean Pat Miller	 Jason Perrault	Appointment of New Directors To appoint the three Directors to the EOCP Board		All in favour
10. Kalpna Solanki		Questions	No questions	
11. Peter Coxon	Mike Murphy	To adjourn the AGM at 11:31 AM.		All in favour