

DRAFT Minutes

5th ANNUAL GENERAL MEETING CHARTERED PROFESSIONAL ACCOUNTANTS OF YUKON

Friday, June 18, 2021 at 4:00 p.m.
at
Town Hall Meeting Room, Best Western Gold Rush Inn
411 Main Street, Whitehorse, YT

Chair – Peter Woodruff

Present:

In-person in Whitehorse, YT

Catarina Bellon
Victoria Chan
Katherine Davidson
Isabelle Frechette
Erik Hoenisch
Cheryl Horosco
Clarke Laprairie
Kynan McIntyre
Mark Pike
Ben Robinson
Annette Smith
Erin Stehlin
Maureen Thompson
Peter Woodruff

Via Zoom Video Conferencing from Vancouver, BC

Lori Mathison
Jan Sampson

1. Call to Order

A quorum being present, the Chair, Peter Woodruff, called the 5th Annual General Meeting (AGM) of the Chartered Professional Accountants of Yukon to order at 4:00 pm. and welcomed members and guests. Lori Mathison, President and Chief Executive Officer, and Jan Sampson, Secretary, joined the meeting via Zoom.

An acknowledgement of the ancestral territories of the territories of the Kwanlin Dün and the Ta'an Kwäch'än First Nations was provided.

The health and safety protocols in place for the meeting due to the COVID-19 pandemic were reiterated.

It was noted that, in accordance with CPA Yukon's bylaws, Notice of the Meeting was provided to all members in the May edition of E-News and the meeting material for the AGM was made available to all members through the CPA Yukon website, including the March 31, 2021 audited financial statements. In addition, a hard copy of the Notice of Meeting was mailed to those members not registering an email address with CPABC. Members were also advised that a hard copy of the meeting package was available upon request by contacting CPABC.

Introductions of those seated at the head table were made, and members were asked to register any proxy votes not already registered.

The Chair called for any candidates or new members to stand and be recognized. A new member, Ben Robinson, stood and was recognized by the membership.

2. Notice of Meeting

Moved and seconded, that the reading of the Notice of Meeting be waived. **CARRIED.**

3. Approval of Minutes of AGM held September 1, 2020

Moved and seconded, that the draft minutes of the CPA Yukon AGM held September 1, 2020 be approved as circulated. **CARRIED.**

4. Chair's Remarks

An overview of the year was provided:

- This past year, two new members were admitted by examination, and five students passed the CFE, including Rene Grewal who was named to the CFE National Honour Roll. This CFE sitting also marked the first time that Whitehorse had a CFE writing centre.
- CPA Yukon members were able to access a significantly increased breadth of professional development courses available online.
- Even during the pandemic, several members continued to participate in delivering CPA Canada's financial literacy material, moved to a distanced online format.

Peter Woodruff also thanked the board members for their dedication and participation.

5. CEO's Remarks

A brief update was presented by the President & CEO, Lori Mathison, noting that:

- CPABC completed the implementation of a learning management system to better meet members' changing preference for on-line learning and content. This will be an important benefit for members of CPA Yukon, as has been the access to on-line learning through the pandemic.
- The profession is assessing shifts to the pre-certification education requirement through a competency map Task Force, and is continuing to look to the future through the Foresight initiative. In both September and May, students were able to write the CFE here in the Yukon.
- The CPA membership and the CPA Yukon membership have been resilient and adaptable, and these skills will continue to be important navigating through unstable and uncertain economic conditions. In particular, we appreciated the involvement of CPA Yukon in a study on digital transformation and the profession. The strong foundation that was in place before the pandemic will continue to support us, and the critical program investments being planned will modernize systems, drive efficiencies, and provide value to members of CPA Yukon.
- CPA Yukon is very fortunate to have the benefit of the many members who provide their expertise in support of the profession's work, and Lori thanked all volunteers for their efforts, commitment, and contribution to the profession.

6. Financial Statements for the year ended March 31, 2021

The Treasurer, Mark Pike, noted that the audited financial statements of CPA Yukon had been provided to all members on the AGM website, or on request by contacting CPABC.

A brief overview of the financial statements was provided following which it was noted that the Board had approved the audited statements that were being presented for information at the Annual General Meeting.

7. Appointment of Auditors for 2021/2022

It was noted that the Board, at the last board meeting on May 17, 2021, recommends to the membership the re-appointment of BDO Canada LLP as the auditors for the 2020/2021 fiscal year.

Moved and seconded, that BDO Canada LLP be appointed as the auditors for the 2021/2022 fiscal year.
CARRIED.

8. Notice of Motions: Bylaw Amendments

(The Notice of Motions package is attached to, and forms part of, the official minutes of the 2021 AGM, retained at the CPABC office.)

By way of background, it was noted that the amendments to the Bylaws, as set out in the Notice of Motions, were approved by the Board and are being presented to the membership for confirmation, in accordance with Section 57 of the *Chartered Professional Accountants Act*. These bylaw amendments parallel those of CPABC.

A summary of each resolution was provided. After each motion was presented, the question was called.

Resolution 1 – Contact Information

Moved and seconded, that the Amendments to Bylaws 407, 508, 707, 804, 906 and 1307 (additions underlined and deletions shown as strikeouts) that were approved by the board on May 17, 2021, are confirmed in accordance with section 57(1) of the *Chartered Professional Accountants Act*, to come into force in accordance with section 57(5) of the Act.

Resolution 2 – Membership Committee

Moved and seconded, that the Amendments to Bylaw 301 (additions underlined and deletions shown as strikeouts) that were approved by the board on May 17, 2021, are confirmed in accordance with section 57(1) of the *Chartered Professional Accountants Act*, to come into force in accordance with section 57(5) of the Act.

CARRIED.

Resolution 3 – Gender Neutral Language

Moved and seconded, that the Amendments to Bylaw 210(7), 1107(6) and 1206(6) (additions underlined and deletions shown as strikeouts) that were approved by the board on May 17, 2021, are confirmed in accordance with section 57(1) of the *Chartered Professional Accountants Act*, to come into force in accordance with section 57(5) of the Act.

CARRIED.

Resolution 4 – Definition of Family

Moved and seconded, that the Amendments to Bylaws 405(3) and 700(3) (additions underlined and deletions shown as strikeouts) that were approved by the board on May 17, 2021, are confirmed in accordance with section 57(1) of the *Chartered Professional Accountants Act*, to come into force in accordance with section 57(5) of the Act.

CARRIED.

9. Election of the 2021-2023 Board

It was noted that the Board of CPA Yukon is comprised of 6 elected members.

Members were advised that this year, there were three vacancies on the Board to be filled by candidates elected for two-year terms as allowed for under the new legislation.

The Election Report was read and the following candidates were declared elected by acclamation for two-year terms:

- Victoria Chan, CPA, CGA
- Katherine Davidson, CPA, CMA
- Peter Woodruff, CPA, CA

The newly elected Board members were congratulated and thanked for putting their names forward and for their willingness to contribute to the work of CPA Yukon on behalf of the membership.

Continuing Board members were also recognized. The 2021/2022 Board members were asked to gather for a brief inaugural meeting directly following the conclusion of the Annual General Meeting.

10. Other Business

No other matters were raised.

11. Conclusion

There being no further business, the meeting, on a motion moved, seconded and carried, was concluded at 4:48 p.m.