



Annual General Meeting

CASTLE ARMS

BOARD OF MANAGEMENT MEETING



THURSDAY APRIL 22, 2021

MINUTES

DATE: April 22, 2021
LOCATION: ZOOM Meeting
TIME: 5:00 p.m.

Board Members: Chris Mayne
Mark King
Tanya Vrebosch
Terry Kelly
Dean Backer
Sherry Culling
Claire Campbell

Staff: Jamie Lowery, Chief Executive Officer
Billy Brooks, Director of Finance & IT
Angie Punnett, Associate Administrator
Shani Giroux, Director of Human Resources
Julie Pilkey, Recording Secretary

Regrets:

Guests: Dean Decaire, BDO
John D'Agostino, Lawyer
Anna Fitzsimmons, Lawyer
Blanche-Helene Tremblay, Family Council
Claude Fortier, Family Council
Michelle Shmitt, Family Council
Monique Peters, Family Council
Cathy Summers, Family Council

	ITEM	ACTION
A.	CALL TO ORDER	
	<p>RECORDED MEETING</p> <p><i>“Moved by Terry Kelly and seconded by Mark King that the meeting be called to order at 5:03 p.m.</i></p> <p>Res. #01-21 Carried</p>	
	1. Approval of Agenda	
	<p><i>“Moved by Mark King and seconded by Claire Campbell that the agenda for this meeting be adopted as presented.”</i></p> <p>Res. #02-21 Carried</p>	

2. Conflict of Interest		
	<p>Tanya Vrebosch declared she has a conflict with anything relating to the DNSSAB, her employer.</p> <p><i>“Moved by Sherry Culling and seconded by Mark King that no other members present have declared a conflict of interest.”</i></p> <p>Res. #03-21 Carried</p>	
3. Approval of Minutes		
	<p>3.1 Approval of Minutes of the Meeting held on May 28, 2020</p> <p><i>“Moved by Dean Backer and seconded by Mark King that the minutes for the Annual General Meeting held on May 28, 2020, be adopted as presented.”</i></p> <p>Res. #04-21 Carried</p>	
4. Election of Officers		
	<p><i>“Moved by Terry Kelly that <u>Chris Mayne</u> be elected <u>Chairperson</u> of the Castle Arms Board of Management. Approved by Mark King, Dean Backer, Terry Kelly, Sherry Culling and Claire Campbell.”</i> Tanya Vrebosch abstained from voting.</p> <p>Res. #05-21 Carried</p> <p><i>“Moved by Dean Backer that <u>Mark King</u> be elected as <u>Vice Chairperson</u> of the Castle Arms Board of Management. Approved by Dean Backer, Terry Kelly, Sherry Culling, Claire Campbell and Chris Mayne.”</i> Tanya Vrebosch abstained from voting.</p> <p>Res. #06-21 Carried</p> <p><i>“Moved by Dean Backer that <u>Sherry Culling</u> be elected as <u>Treasurer</u> of the Castle Arms Board of Management. Unanimously approved by all Board Members.”</i></p> <p>Res. #07-21 Carried</p>	
5. Castle Arms 2020 Financial Statements		
	<p>Dean Decaire, BDO Chartered Accountant, presented and reviewed the Castle Arms Financial Statements and notes. No outstanding items.</p> <p><i>“Moved by Sherry Culling and seconded by Dean Backer that the Castle Arms 2020 Financial Statements from BDO Canada LLP Chartered Accountants be accepted as presented.”</i></p> <p>Res. #08-21 Carried</p>	

	6. Election of 2021 Auditors	
	<p><i>“Moved by Sherry Culling and seconded by Mark King that <u>BDO Canada LLP Chartered Accountants</u> be appointed as Castle Arms Auditors for 2021.”</i></p> <p>Res. #09-21 Carried</p>	
B.	CORRESPONDENCE	
	No items noted	
C.	REQUEST FOR FUTURE AGENDA ITEMS	
	No items noted	
D.	DATE OF NEXT MEETING	
	April 2022 – Annual General Meeting, Location TBD	
E.	ADJOURNMENT	
	<p><i>“Moved by Claire Campbell and seconded by Dean Backer that the meeting be adjourned at 5:42 p.m.”</i></p> <p>Res. #10-21 Carried</p>	

Secretary

Chairman