



Canadian Institute  
for Procurement  
and Materiel  
Management

Institut canadien  
d'approvisionnement  
et de gestion  
du materiel

**Annual General Meeting  
May 8, 2014  
Ottawa Convention Centre, Ottawa**

**MINUTES**

**1. Welcome and Call to Order**

**MOVED** by Steve Johnston, seconded by Gabriel Cormier that the agenda be accepted as presented.  
Carried

**2. Approval of the May 9, 2013 Annual General Meeting Minutes**

**MOVED** by Steve Johnston, seconded by Gabriel Cormier that the May 9, 2013 Annual General Meeting Minutes be approved as presented.  
Carried.

**3. President's Report**

**3.1 2013 Achievements and 2014 Priorities**

Steve Johnston began by thanking the CIPMM Board of Directors and volunteers for their work and support over the past year.

He stated that the Board was very busy over the last year with regular and special meetings. Work continued throughout the year on strategic objectives. The new Board plans to hold a planning session to review and update these objectives to better support the community.

The Manitoba Chapter held three very successful Morning Briefings in Winnipeg, while in the National Capital Region CIPMM hosted three Breakfast sessions, which were well attended.

In the coming year, CIPMM wishes to hold more regional information/learning sessions. Steve Johnston encouraged members to submit ideas and topics for future sessions. Finally, he acknowledged the Organizing Committee for all their hard work on this year's National Workshop.

### **3.2 Approval of Revised By-laws**

As required by the new Not for Profit Corporation Act, CIPMM is required to update its by-laws to conform to the new requirements of the Act and submit them to Industry Canada, along with a request to continue operations, by October 17, 2014. The new by-laws were presented with the President noting that the revisions are essentially technical or administrative in nature.

**MOVED** by Bruce Mazur, seconded by Gabriel Cormier that the revised by-laws be approved as presented.  
Carried.

### **3.3 Recognition of outgoing Board Members**

Steve Johnston took the opportunity to thank outgoing Board members who have made a significant impact to CIPMM's role in the federal procurement and materiel management community. The Outgoing Board members for 2014 are:

Chris Clark, PWGSC  
Stephen Syme, SSC  
Lynn Morris, PWGSC  
Colleen Sawatzky, CFIA  
Michele Charette, PWGSC  
Serge Joanisse, TBS

Their contributions have been greatly appreciated and they will be missed.

### **3.4 Presentation of the Slate of Officers for 2014-2015**

The Proposed Slate of Officers for 2014 – 2015 was presented as follows:

VACANT, President  
Steve Johnson, Past President  
Gabriel Cormier, Vice President  
Al Pilcher, Director  
Rosa Paliotti, Director  
Jean-Claude Azar, Director  
Sherry Robinson, Director  
A.J. Wittinger, Director

All vacancies to be filled by the CIPMM board as soon as possible.

**MOVED** by Gabriel Cormier, seconded by Chris Clark to accept the President's Report and Slate of Officers as presented.  
Carried.

**POST MEETING NOTE:** On September 18, 2014, the Board approved the following Slate of Officers for 2014-2015 as follows:

#### **Executive**

Gabriel Cormier (President) (Canada School of the Public Service)  
Carolyn Montague (Vice President) (Perfocus Management Inc.)  
Rosa Paliotti (Vice President) (Treasury Board of Canada Secretariat)  
Bruce Mazur (Treasurer) (Canadian Grain Commission)

Steve Johnston (Past President) (RFP Solutions)

**Directors**

Marie-Anne Bradford (Health Canada)

Benoît Cardinal (PWGSC)

Michèle Charette (PWGSC)

Gloria Haché (PWGSC)

Michael Komery (Communications Security Establishment)

Ian Knowles (Algonquin College)

Harold Lessard (Canada Revenue Agency)

Vincent Robitaille (PWGSC)

Patricia Slaunwhite (Foreign Affairs, Trade and Development Canada)

AJ Wittinger

**4. Treasurer's Report**

Stephen Smye (CIPMM Treasurer) reviewed the audited financial statements for the period ending December 31, 2013, and the Independent Auditors' Report from Parker Prins Lezano.

Stephen reported that CIPMM generated approximately \$91,000 revenue over expenses for the year 2013. Stephen also reminded the Board that CIPMM does have a \$60,000 contingency fund should the Institute need to disband in coming years.

**MOVED** by A.J. Wittinger, seconded by Gabriel Cormier that the 2013 CIPMM Audited financial statements be approved as presented.

Carried

**5. Adjournment**

**MOVED** by Gabriel Cormier, seconded by Stephen Smye to adjourn the meeting.

Carried