

**MUNICIPAL DEVELOPMENT OFFICERS ASSOCIATION  
Annual General Meeting  
May 21, 2015**

The Annual General Meeting was called to order at 12:30 p.m.

**EXECUTIVE MEMBERS PRESENT:**

Paul Boucher, President  
Ken MacLeod, Vice President  
Monty Maddison, Director  
Mandy Burgess, Director  
Kelly Ash, Treasurer  
Deborah Torrey, Secretary

**APPROVAL OF AGENDA:**

**MOVED:** Kelly Ash

**SECONDED:** Doug MacInnis

**MOTION:** THAT the Agenda be approved as circulated.

**MOTION CARRIED**

**APPROVAL OF MINUTES OF AGM MAY 15, 2014:**

**MOVED:** Doug MacInnis

**SECONDED:** Sandra Bobyk

**MOTION:** THAT the Minutes of May 15, 2014 be approved as circulated.

**MOTION CARRIED**

**BUSINESS ARISING FROM THE MINUTES:**

Nothing to report.

**TREASURER'S REPORT:**

Kelly Ash referred to the Treasurer's Report for the information of those present (copy attached as Appendix A). Kelly questioned what the investment accounts purpose was and why we have it as a not for profit organization.

Thomas Trenholm stated that years ago because the Association had a surplus they decided to put it in an investment account. Thomas stated that it is for the executive and members to decide what to do with it.

Wanda Ryan and Brian Spicer stated that we should just leave it in the Investment Account.

**MOVED:** Wanda Ryan

**SECONDED:** Thomas Trenholm

**MOTION:** **THAT** the Investment Account stay as it is.

**MOTION CARRIED**

**COMMITTEE REPORTS:**

**Education Committee:**

Mandy Burgess questioned what the role of the Education Committee was and should it be rolled in with the certification committee.

Thomas Trenholm stated that he did not feel that the Education and Certification Committee should be combined and he thought the role was to put the agenda together for the conference.

Rosemary MacNeil stated that she doesn't feel that we necessarily need two committees because she thought the education group was there to help individuals going for certification to get the training/experience they need.

Monty Maddison stated he feels they should remain separate committees.

Thomas Trenholm stated it is deemed a higher level of professionalism to keep them separate.

Juanita Bigelow asked if members are given credit for attending workshops.

Paul Boucher explained we no longer issue certificates for round tables as members should be keeping track of their own education/experience through the Dacum Chart.

**MDOANS AGM**  
**May 21, 2015**  
**Page 3**

**MOVED:** Juanita Bigelow

**SECONDED:** Kelly Ash

**MOTION:** **THAT** the Chair of the Education Committee work with the host Municipality each year to arrange the conference agenda.

**MOTION CARRIED**

**Certification Committee:**

Monty Maddison reported that the following individuals have received their certifications since the last conference:

Stephanie Norman, Development Technician  
Erin MacIntyre, Development Officer  
Brian Spicer, Senior Development Officer  
Dean Lewis, Development Officer

**NEW BUSINESS:**

**NEW MEMEBERS:**

Paul Boucher reported that the Association has eight (8) new members and he welcomed them.

**WEBSITE:**

Kelly Ash reported that she will put the new website up for comment from members.

A request was made to have the Round Table information placed on the Website for access by members.

**BYLAW AMENDMENT:**

**MOVED:** Thomas Trenholm

**SECONDED:** Nelson Bezanson

**MOTION:** **THAT** the Development Officer's Association of Nova Scotia approve the Constitution and Bylaw as amended with the executive definition of Lifetime Members.

**MOTION CARRIED**

**MDOANS AGM**  
**May 21, 2015**  
**Page 4**

**MOVED:** Thomas Trenholm

**SECONDED:** Wanda Ryan

**MOTION:** **THAT** the Development Officer's Association of Nova Scotia approve the Constitution and Bylaw as amended in Article 3 as follows:

*"Lifetime Membership may be extended by the Executive Committee to a person in good standing who has continuously and tirelessly contributed to the Association above and beyond any expectations of the Association."*

**MOTION CARRIED**

Paul Boucher reviewed an email from Kevin Warner regarding changes to Article 6 wherein he suggested the Chair of the Certification Committee not be one of the Directors on the Executive.

Monty Maddison stated that the Certification and Education Committee should be kept separate.

Norma Schiefer stated that you should not tie the position of Director to the Chair of the Certification Committee.

**MOVED:** Norma Schiefer

**SECONDED:** Nelson Bezanson

**MOTION:** **THAT** the Development Officer's Association of Nova Scotia approve the Constitution and Bylaw as amended replacing the "slash" with "and" between the words "Certification and Education" and removing the word "Chairperson".

**MOTION CARRIED**

**NEW CORRESPONDENCE:**

Nothing to report.

**SPRING CONFERENCE 2016:**

White Point, Dartmouth Crossing and Pictou Lodge were all suggested for the 2016 Conference.

**MOVED:** Nelson Bezanson

**SECONDED:** Thomas Trenholm

**MOTION:** **THAT** the Municipal Development Officers Association of Nova Scotia hold the next conference in the eastern region in 2016 with dates to be reviewed.

**MOTION CARRIED**

**ELECTIONS:**

Thomas Trenholm stated that there was one position open for a 2 year term as Director and Monty Maddison has reoffered. Thomas asked if there were any other candidates. Thomas called for nominations three times and hearing no further nominations declared Monty Maddison Director for an additional 2 year term.

**PRESENTATION OF CERTIFICATES:**

Paul Boucher presented Brian Spicer with his Senior Development Officer Certificate.

Paul Boucher presented Noma Schiefer, Juanita Bigelow, Dean Lewis and Sandra Bobyk with their Development Officer Certificates.

Paul Boucher presented Melissa Bonin with her Development Technician Certificate.

Paul Boucher noted that Erin MacIntyre also received her Development Officer Certification and Stephanie Norman received her Development Technician Certification however they were not present at the Conference.

**ADJOURNMENT:**

**MOVED:** Wanda Ryan  
**MOTION:** **THAT** the Meeting adjourn.  
**MOTION CARRIED (1:52 pm)**

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**President**

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**Secretary**

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**Date Approved**