



Minutes of the 55th AGM
held at the
Chateau Moncton, Moncton, N.B.
on February 26th, 2011

Present:

Board of Directors:

Western Director / President	Sean Anderson
Mid-Western Director/Interim Vice-President	Jodie LaRose
Ontario Director	Steve Collin
Mid-Canada Director	Jay Vanstone
Eastern Director	Dave Hodge
Quebec Director	Nicolas Huard

Officers:

T & SC	Barry McAuley
CNTC	Barb Davies
CWC	Derek Orr
Sport Canada	Doreen West-Gemmell
LTAD	Doreen West-Gemmell
IPC	Barry McAuley - Alternate
NPA 99-148	Pat Floyd
Website	Don Stewart
Executive Secretary	Judy Donnelly
Office Staff	Nicole Demers

1. Meeting called to order at 9:05 a.m.

2. Roll Call of Voting Members:

Para-Pacific Skydiving, Second Decade Skydivers, Unicorn Sport Parachute Club, Chilliwack Skydiving Club, Pacific Skydivers, Back2Earth Skydiving, Okanagan Skydive, Victoria Skydiving Adventures, Victoria Skydivers, Calgary Parachute Club, Eden North Parachute School Inc., Edmonton Skydive Centre, Alberta Skydivers Ltd., Alberta Sport Parachuting Association, Vertical Extreme, Skydive South Saskatchewan, Manitoba Sport Parachuting Association, Skydive Manitoba Ltd. 2007, Brandon Sport Parachute Club, Grand Ben Sport Parachuting Centre Inc., S.W.O.O.P., Parachute School of Toronto, Skydive Toronto Inc., High Times, Skydive Burnaby, Niagara Skydive Centre, Dunnville Skydiving Club, Descenders ParaClub, Hamilton Sport Parachute Club, Illuminati Skydivers, C.E.P.Q., Parachutisme Victoriaville, Parachutisme Nouvel Air Inc., École de Parachutisme Adrenaline, Parachutisme Atmosphair, Voltige 2001, Parachutisme Adrenaline Trois Rivières, Parachute Montreal, Gatineau Ottawa Skydive, Skydive Moncton, Moncton Skydiving Club, Atlantic School of Skydiving

A quorum was confirmed.

3. Introduction of BoD Members, Committee Chairs.

(See list above for complete BoD and Committee Chairs)

4. Moved: (Pacific Skydivers)

MOTION: Be it resolved to adopt the last Minutes of the 2010 AGM for CSPA held in Kelowna, BC

Seconded: (Victoria Skydivers)

Carried:

5. Director's Reports: (all reports given verbally. Available upon request)

- 5.1 Eastern: (Dave Hodge)
- 5.2 Quebec : (Nicolas Huard) .
- 5.3 Ontario: (Steve Collin)
- 5.4 Mid-Canada: (Jay Vanstone)
- 5.5 Mid-Western: (Jodie LaRose)
- 5.6 Western: (Sean Anderson)

6. Committee Reports: (all reports given verbally. Available upon request)

- 6.1 **AeroClub:** (Steve Collin - BoD Liaison)
- 6.2 **CWC:** (present by Doreen West-Gemmell)
- 6.3 **CNTC:** (Barb Davies)
- 6.4 **IPC** (Presented by Barry McAuley)

Break 10:50 - 11:05 p.m.

- 6.5 **T&SC:** (Barry McAuley) Report given verbally.
- 6.6 **Website:** (Don Stewart) - Report given verbally.
- 6.7 **CanPara:** (Presented by Jy Vanstone)
- 6.8 **Sport Canada:** (Doreen West-Gemmell) – Report given verbally.
- 6.9 **LTAD:** (Doreen West-Gemmell) – Report given verbally.
- 6.10 **GRC** (formerly NPA99-148): (Pat Floyd) - Report given verbally.
A power point presentation was presented on the correct signage to have at dropzones, wording of waivers and proper answers that should be given by staff members at dropzones.
this is available upon request.

6.11 Moved: (Descenders P/C)

MOTION: Be it resolved that all reports be accepted as presented.

Seconded: (Chilliwack Skydiving Club)

Carried

7. Review of tasks from 2010 AGM:

- a) Short-term membership - A motion was made as follows:

Moved: (Unicorn SPC)

MOTION: Be it resolved that the following be added to PIM 5.

Short term member: an individual who wishes to have a membership under the terms and conditions that will be determined by the BoD.

This subclass of membership may only be issued once each calendar year per individual.

Seconded: (Alberta Skydivers)

Carried

This was completed, however, upon further research, it was found that in order for a short-term membership to be created, it would need to be a constitutional change. Having not received a motion to insert it in the PIM 3 before the Record Date, this could not be completed. Further discussions are being held on this matter.

- b) AAD survey motion as follows:

Moved: (Skydive Toronto)

MOTION: Be it resolved that the CSPA BoD instructs the TSC to conduct a study on the pros and cons of expanding the requirement for mandatory AAD use to:

a) higher levels of CoP holders and to;

b) all levels of coaches and instructors with the report to be submitted before 2011.

Seconded: (Alberta Skydivers)

Carried

This has been completed and Judy will be sending to all dropzones and clubs on return to the office on Monday.

8. Ratification of the following:

a) Moved: (Pacific Skydivers)

MOTION: Be it resolved that all Acts, decisions, contracts, preceding appointments, elections, transactions, payments and matters on things related to or connected with the CSPA, be honest and in good faith in the best interest of CSPA, required under sub-section 24.03 and 34.09 of the by-laws, be the same or hereby ratified and confirmed.

Seconded: (Niagara Skydive)

Carried

b) Moved: (Gatineau Ottawa Skydive)

MOTION: Be it resolved that the March 31,2010 financial statement compiled by Ousley, Hanvey, Clipsham,Deep, be accepted as presented.

Seconded: (Unicorn P/C)

Carried

c) Moved: (Chilliwack Skydivers)

MOTION: Be it resolved that Ousley, Hanvey, Clipsham, Deep be appointed as auditors for the 2010/2011 fiscal year.

Seconded: (Pacific Skydivers)

Carried

Lunch 12:47 – 1:55 pm.

9. **Special Business:** Motions received by the Record Date of Jan.13th, 2011 – If passed, Constitutional Amendment(s)will be required.

9.1 **Moved: (Skydive Moncton)**

MOTION: Be it resolved that Add a new subclass of non-voting membership:

Change from seven(7) subclasses to eight(8) subclasses:

6.02 - NON-VOTING MEMBERSHIP; shall be open to any person who is interested in or desires to foster sport parachuting, upon payment of such fees and upon such terms and conditions for such subclass hereof, as prescribed herein and elsewhere in these by-laws. Nonvoting Membership is divided into eight (8) subclasses, defined as follows;

Addition of new subclass of membership within section 6.02 - NON-VOTING MEMBERSHIP :

(h) Limited Member; an individual who shares insurance offerings enjoyed by CSPA members for a shortened period of time compared to all other classes of membership not to exceed ninety 90 days in a calendar year. The cost, length and additional benefit inclusions to be determined by the BoD with changes to be made at any time with 15 days notice on the CSPA website.

Seconded: (Brandon SPC)

Carried

9.2 **Moved: (Skydive Moncton)**

MOTION: Be it resolved that the requirements to be recognized as a "Provincial Councils" be amended to read:

6.01- VOTING MEMBERSHIP; shall be open to any qualified person, upon payment of such fees and upon such terms and conditions for such subclass hereof, as are prescribed herein and elsewhere in these by-laws. Voting Membership is divided into three (3) subclasses, defined as follows;

(a) Provincial Councils; an Association that is recognized or supported in any manner by their respective Provincial Government as the Provincial Sport Governing Body for Sport Parachuting or by two thirds (2/3) of the voting membership within the respective province attesting to being represented by said council;

Seconded: (Brandon SPC)

Carried

9.3 **Moved: (Skydive Moncton)**

MOTION: Be it resolved that a new method of voting be available for AGMs for a certain amount of out of province voting members as outlined in the changes noted:

Changes specific sections within PIM 3 -> 18. ANNUAL GENERAL MEETING

18.01- In this section,

(a) "Credentials" means evidence showing that an individual is entitled to exercise official power at the AGM pursuant to these by-laws;

(b) "delegate" means a qualified and duly authorized representative in attendance at the AGM;

(c) "form of proxy" means a written or printed form that, upon completion and execution by or on behalf of the Voting Member, becomes a proxy;

(d) "observer" means an individual duly appointed or invited who is entitled to gain admission at and to participate in the discussions held in the AGM, subject to the provisions of these by-laws and, in the absence thereof, subject to any rule of order as may be established by the Chairman from time to time;

(e) "ordinary by-law" means special business for the purpose of enacting a by-law pursuant to section 64;

(f) "poll" means a counting of votes cast upon a proposal;

- (g) "proposal" means any matter that may properly be raised at an AGM for the consideration of the delegates;
- (h) "proxy" means a completed and executed form of proxy by means of which a Voting Member has appointed a proxy holder or one or more alternate proxy holders as his representative to attend and act for him and on his behalf at the AGM in the manner and to the extent authorized and with the authority conferred by such proxy;
- (i) "public" means any person other than Members of the CSPA;
- (j) "record date" means a date fixed in advance of the AGM for the purpose of determining a time-limit or limits before or within which stated actions relating to the AGM must be carried out;
- (k) "representative" means an individual who is the personal representative or proxy holder of a Voting Member and who is entitled to act as delegate at the AGM, if otherwise qualified;
- (l) "special business" means any proposal of which notice specifying the intention to pass such proposal has been given pursuant to these by-laws;
- (m) "special by-laws" means an ordinary by-law with restricted enactment provisions pursuant to Section 64;
- (n) "special resolution" means a special by-law as further defined in Section 63 and for purposes as set forth therein;
- (o) "voting-ballot" means a card or cards of such design and colour, as the credentials committee determines, by means of which votes are cast at the AGM;
- (p) Physically present means a delegate who is in person at the AGM;
- (q) Virtually present means a voting member who is not present at the AGM in person but is present through internet or other means setup by the CSPA to achieve at minimum a one way voice connection to listen and a means to communicate a vote in return.
- (r) any work or phrase used in this section shall be understood to relate to an AGM, unless the context provides otherwise, and
- (s) words and phrases that are bold printed thus in this section are defined above in this subsection.

18.04-Each Voting Member shall, if otherwise qualified, be entitled

- (a) to receive all notices relating to an AGM;
- (b) to attend the AGM;
- (c) When physically present, either in person or by proxy; to move

- or second any proposal on its own behalf or on behalf of any member as they see fit;
- (d) When virtually present, to second any proposal on behalf of any member as they see fit;
- (e) to participate in the discussions held on any proposal; and
- (f) to cast one (1) vote upon any proposal.

18.26 - Each Voting Member entitled to vote may by means of a form of proxy appoint a proxy holder or one or more alternate proxy holders who;

- (a) are required to be an Ordinary or Lifetime member or Member at Large;
- (b) are not employees of the CSPA;
- (c) are not members of the credentials committee;
- (d) are not participating by means other than physically present at the AGM.

18.28 - Each physically present representative may represent no more than three (3) Voting Members and each Voting Member may not be represented by more than one (1) representative at any one time.

18.29 - In order to gain physical admission and vote, each representative shall present his credentials from the Voting Member to the credentials committee.

18.29.1 – Virtually present attendees must have registered for this access/status on or before the record date as outlined in 18.52; verification tools to be determined by CSPA may be setup to verify the eligible voting member at login time to assist in preventing misuse.

18.31 - Each delegate, unless virtually present, may at any time move or second a proposal to invite one or more observers who need not be members, and if carried, any such observer shall have the right to attend and be heard at the AGM as the delegates deem expedient.

18.32 - Each physically present Voting Member may appoint in writing no more than two (2) observers of its choice, provided such observers are Nonvoting Members.

18.37 - A quorum for the transaction of business shall consist of not less than one-quarter ($\frac{1}{4}$) of the qualified Voting Members present in person, represented by proxy or confirmed logged in virtually.

18.41 - Unless a poll be demanded, the casting of votes shall be by show of hand-held voting ballots, by written word (yea, nay or abstain) when virtually present and any vote cast in any manner different than aforesaid shall be null and void.

18.42 - The Chairman or any delegate may demand a poll be taken after any vote by show of hand-held voting ballots, whereupon the Chairman shall take such poll in such manner as he deems expedient and the results thereof shall be deemed the decision of the CSPA; provided that, unless demanded by two (2) or more delegates, the person demanding such a poll may withdraw same. Virtually present votes can be reviewed on screen without the need to recast vote by said members.

New additions to Section 18

18.51 – The CSPA shall and will not be held liable/responsible should a virtually present member be disconnected from the AGM feed regardless of where the connection fault may lay nor will the CSPA be responsible for poor connections at any point. Loss of connection or logging out of the virtual AGM and any missed votes as a result will be counted as an abstention from votes that occurred during that period of time. Virtually present voting members are restricted as noted herein to, but not limited to the following;

- (a) No proxies permitted, must be actual voting member;
- (b) Cannot hold a proxy(ies) for other voting members;
- (c) Cannot make a motion;
- (d) Can second a motion;
- (e) Can vote on a motion using yea, nay or abstain; lack of response will be considered an abstention;
- (f) The CSPA BoD holds the right to determine a monetary charge for a voting members who opt to be virtually present at the AGM;
- (g) Any other such rule that may exist in section 18.

18.52 – Limits to the number of Virtually Present AGM voters;

- (a) Limit of fifteen (15) virtually present voters per AGM;
- (b) Voting members within the borders of the province where the AGM is being held are excluded from voting in this manner due to proximity to the event;
- (c) Available slots for the virtually present status will be on a first come, first serve basis via online form to be provided no later than 20 days prior to the record date. An announcement by electronic means to eligible voters will be sent with the time and date that the online form will be available no less than 7 days prior to the form being available;
- (d) Virtually present voting slots allocated per AGM that are left unclaimed after the record date will remain unclaimed for the duration of the AGM in question;
- (e) Voting slots once confirmed cannot be transferred to another voting member at any time; but the slot may be renounced with confirmation to CSPA head office by fax, email or registered letter no less 5 days after the record date;
- (f) A virtually present voting member that does claim a slot and does not present themselves at the AGM in a virtually present capacity or did not renounce their slot as per the above subsection (e) will forfeit their ability for such a slot at the following years AGM unless unclaimed slots exist after the record date.

Seconded: (Brandon SPC)

Carried

9.4 Moved: (Brandon Sport Parachute Club)

MOTION: Be it resolved that Nunavut be included as part of the Mid-Canada region and PIM 3, Section 21.02 (b) to read:

MID-CANADA REGION: the geographical area within the boundaries of the Province of Saskatchewan and Manitoba and the Nunavut Territories

Seconded: (Skydive Montcton)

Carried

10. Budget presented: At present, the CSPA does not have a Treasurer ,therefore, the budget was presented to the voting members by Jodie LaRose - Mid-Western Director.

10.1 Moved: (Victoria Skydivers)

MOTION: Be it resolved that the budget be accepted as presented.

Seconded: (Victoria Skydiving Adventures)

Carried

Break – 3:31 – 3:53

11. **New Business -** Motions received from the floor.
- 11.1 **Moved: (Descenders P/C)**
MOTION: Be it resolved that the yearly membership form has a check box to request or indicate whether they want a hard copy of CanPara or have it available online.
Seconded: (SWOOP) **Defeated**
- 11.2 **Moved: (Voltige 2001)**
MOTION: Be it resolved that CSPA put in place a recommendation in PIM 1 regarding minimum canopy size vs weight and experience of skydivers. This technical recommendation should be ready for the next PIM 1 update in 2012.
Seconded: (Skydive Toronto) **Defeated**
- 11.3 **Moved: (Skydive Toronto)**
MOTION: Be it resolved that the CSPA recognizes the standard for obstacle limitation for aerodromes set by Transport Canada in TP312 and it (the CSPA) opposes the installation of industrial wind turbines in proximity of an affiliated drop zone/aerodrome in contravention of that standard.
Seconded: (Alberta Skydivers) **Carried**
- 11.4 **Moved: (Descenders P/C)**
MOTION: Be it resolved that limited membership be a maximum of 14 consecutive calendar days.
Seconded: (Illuminati S/D) **Defeated**
- 11.5 **Moved: (Skydive Toronto)**
MOTION: Be it resolved that CSPA conducts a study into the feasibility of lowering the age for tandem students to 14.
Seconded: (Voltige 2001) **Defeated**

- 11.6 **Moved: (Skydive Toronto)**
MOTION: Be it resolved that the CSPA create a “dropzone defence committee”
- a) Composed of volunteers to create a strategy and carry out the plan to defend its affiliated dropzones from threats to its viable existence and
 - b) Such committee to be given financial resources to carry out its mandate.
- Seconded: (Alberta S/D)** **Defeated**
- 11.7 **Moved: (Pacific Skydivers)**
MOTION: Be it resolved that the NPA99-148 committee be combined as the wind turbine committee and be directed to expand its activity to include regulatory and advocacy to address threats to dropzones and parachuting activity and become the Government Regulatory Committee.
- Seconded: (Alberta S/D)** **Carried**
- 11.8 **Moved: (SWOOP)**
MOTION: Be it resolved that the Government Regulatory Committee be granted a \$10,000.00 budget for 2011/2012 to spend as they deem appropriate in pursuit of their mandate.
- Seconded: (Hamilton SPC)** **Defeated**
- 11.9 **Moved: (Brandon Sport PC)**
MOTION: Be it resolved that all CoP exams be reverted back to the closed book format.
- Seconded: (Descenders PC)** **Defeated**
- 11.10 **Moved: (Hamilton Sport PC)**
MOTION: Be it resolved that the CoP requirements be reverted back to those effective in 2008.
- Seconded: (Descenders PC)** **Defeated**

11.11 **Moved: (Niagara Skydive)**

MOTION: Be it resolved that the Canadian Sport Parachuting Association recognizes the ratings of and extends Defense Fund access and Insurance access to any instructor holding a rating from any other National Skydiving/ Association under the following conditions:

1. The National Skydiving/Association is recognized by the Federation Aeronautique International (FAI)
2. The Instructor holds a valid CSPA membership

Seconded: (S/D Toronto)

Carried

11.12 **Moved: (Descenders PC)**

MOTION: Be it resolved that all committees and subcommittees of the CSPA report to the CSPA BoD on a regular basis and any changes or new policies/procedures be approved by the CSPA BoD before becoming effective or announced.

Seconded: (Hamilton SPC)

Defeated

12. Banquet information given by the President.

13. Thank you from President

14. Meeting adjourned at 6:08 p.m.