

The Annual General Meeting (AGM) of the Newfoundland and Labrador Environmental Industry Association (NEIA) was held on Tuesday, March 18, 2014 at the Holiday Inn, St. John's.

The AGM featured an update on the Muskrat Falls Project from Marion Organ, Environmental and Regulatory Compliance Manager of the Lower Churchill Project with Nalcor, as well as a 'Greetings from the City' and introduction to its Environmental Advisory Committee by City of St. John's Councilor Dave Lane.

During the proceedings, a presentation was made to Frank Ricketts in recognition of his significant contribution to the environmental sector in Newfoundland and Labrador, and to NEIA itself as a Director on its Board of Directors for six years and its Chair for two.

The Board of Directors also announced a \$500.00 contribution to the Charlie Riggs Memorial Scholarship on behalf of NEIA.

**1 Call to Order** (Frank Ricketts, Chair, NEIA Board of Directors)

Frank Ricketts called the meeting to order at 1:35 p.m. Directors at the meeting were introduced. Those attending were: Chair, Frank Ricketts, (Nalcor Energy); Perry Trimper (Stantec); David Fay (Fay Environmental); Kaylen Janes (Altius Minerals); Deidre Puddister (Pennecon Limited); Michelle Marley (Newfoundland Power); and Elisabeth Luther (Alderon Iron Ore Corp). Regrets: Stephanie Curran (WorleyParsons); Steve Bonnell (AMEC Environment and Infrastructure).

Kieran Hanley would serve as secretary for the meeting.

**2 Approval of 2013 Meeting Minutes**

Frank Ricketts called for a motion to approve the 2013 Annual General Meeting minutes.

Moved by: Elisabeth Luther (Alderon Iron Ore Corp)

Motion voted on by NEIA membership.

Motion Passed.

**3 Adoption of Agenda**

Frank Ricketts called for a motion to approve the agenda for the 2014 Annual General Meeting.

Moved by: Michelle Marley (Newfoundland Power)

Motion voted on by NEIA membership.

Motion Passed.

#### **4 Chair's Report**

Frank Ricketts presented the Chair's Report.

The report highlighted the work of NEIA's Board of Directors in (1) completing and implementing the organization's strategic plan; (2) expanding the level of engagement with NEIA members on all aspects of the organization through specific initiatives; and (3) the creating membership growth strategies.

The report also updated NEIA membership on the activities of its Board Committees, including its (1) Policy Committee; (2) Governance Committee; and (3) Membership and Succession Planning Committee.

#### **5 Executive Director's Report**

NEIA's Executive Director Ted Lomond presented his report.

The report outlined how NEIA's newly implemented Strategic Plan was the driver behind the activities and initiatives of the organization in 2013.

Specifically the report addressed NEIA's activities in its three core objective areas: (1) *Communications and Advocacy* – raising NEIA's external profile, strengthen internal communications with members, and advocacy; (2) *Sector Development* – professional development for members, international business development, and innovation and productivity; and (3) *Capacity Building* – strengthening NEIA's financial position, strengthening NEIA's governance and management model, and membership growth.

#### **6 Ratification and Approval of the Actions of the Directors**

Frank Ricketts asked for a motion to approve Board of Director actions.

Moved by: Alex Templeton (Cox & Palmer)

Motion voted on by NEIA membership.

Motion Passed.

#### **7 Financial Statements Review and Report**

On behalf of NEIA's Treasurer, Stephanie Curran (WorleyParsons), Executive Director Ted Lomond presented the organization's audited financial statements and reviewed them.

## **8 Approval of Financial Statements**

Frank Ricketts asked for a motion to approve the financial statements.  
Moved by: Deidre Puddister (Pennecon Limited)  
Motion voted on by NEIA membership.  
Motion Passed.

## **9 Appointment of Auditors for Next Fiscal Year**

Frank Ricketts asked for a motion to have Deborah Muir, CGA appointed as auditor for the next fiscal year.  
Moved by: Perry Trimper (Stantec)  
Motion voted on by NEIA membership.  
Motion Passed.

## **10 Election of Directors**

Kaylen Janes, NEIA Director, chaired the election.  
Director Election - 5 Positions Available, 9 Candidates

- Kaylen Janes introduced the nine candidates who put their names forward for the 5 available positions – Dan Brake (EMSAT Corporation); David Fay (Fay Environmental Canada); Lyndsay Haynes (WorleyParsons); Jeff Hopkins (Defence Construction Canada); Patrick Martin (Plum Creative Works); Chad Penney (Subsea 7); Deidre Puddister (Pennecon Limited); Gerry Skinner (Newfound Energies); and J. Alex Templeton (Cox & Palmer).
- David Fay, Lyndsay Haynes, Deidre Puddister, and J. Alex Templeton were elected after the first vote. The fifth available position was a tie between Dan Brake (EMSAT Corporation) and Jeff Hopkins (Defence Construction Canada).
- Dan Brake (EMSAT Corporation) was elected in the tie-breaking vote.

## **11 New Business**

Ken Dominie (BAE Newplan – SNC Lavalin) encouraged NEIA to recruit members all across Newfoundland and Labrador, as its current membership is predominantly based on the Avalon Peninsula. Executive Director Ted Lomond agreed and stated that this was a priority of NEIA's Board of Directors.

Dominie also noted that most of NEIA's provincial government collaboration was with the Departments of Environment and Conservation, and Innovation, Business, and Rural Development. He suggested that NEIA should also look to develop long term relationships with the Departments of Natural Resources and Transportation and Works, as they also have a large stake in the environmental sector.

## **12 Closing Remarks and Adjournment**

Frank Ricketts thanked the attendees and adjourned the meeting.

Meeting adjourned: 2:15 pm