



Annual General Meeting
October 19, 2023
1600 hrs CST

Meeting chaired by: Bruce Ewanyshyn

Recording Minutes: Secretary / Treasurer, Phil Sovdi

Members Present:

Bruce Ewanyshyn	Craig Danielson	Edward Dean
Roxzena Hayden	Elisabeth Melvin	Gerry McMillan
Phil Sovdi	George Madden	Shay Anderson
Robert Parmenter	Dave Sutherland	Greg Wiebe
Charles Swartwood	Brian Krushel	Saif Khan
Abd Alfatah Twakkal	Hillar Alkok	Helen Peters
Daniel Dihele	George Labossiere	Michael Zorn
David Boyle	Bill Ashbee	Carson Culp
Wendell Gibbs	Greg Rector	Tom McCullagh
John Siderius	James Rosenberger	Beverly Brazier
Pierre Belanger	Ben Yablonski	Curtis Hinds
Jim Raddatz	Debra Steele (Affiliate Member)	

Non-Members Present:

Paul Hitz

Minutes

1. Call to order: 16:08 CDT
2. Welcome and Opening Remarks—Chaplain/Cst. Bruce Ewanyshyn, President

3. Adoption of the Agenda: Moved - Craig Danielson, 2nd Ben Yablonski, All in Favour - Carried.

4. Housekeeping Items:

- a. Request phones be turned off or set to "Silent Mode."
- b. Appointment of a Secretary for the meeting: Phil Sovdi
- c. Attendance; Clarification re: member and non-member participation

5. Minutes

a. Approval of October 27, 2022, Minutes: Moved - Carson Culp, 2nd David Boyle, All in Favour - Carried.

b. Business arising from Minutes.

i. Four On-Line courses were added in 2023 completing the objective of having all six Core Courses available On-Line. After increased interest by non-CPCA Members and discussions with the Academic Standards Committee and the Core Course presenters, the Executive made the decision to offer On-Line Core Courses to non-CPCA Members. A separate area on the website was created in order to offer the six Core Courses to non-CPCA Members at a cost of twice as much per course compared to what CPCA Members pay. Due to the success and the feedback received from attendees of the 2022 ATS in Niagara Falls, the Executive in conjunction with the ASC decided to continue the format of offering intermediate courses at ATS gatherings while not including the Core Courses. Thus, the fee for each Core Course offered online is waived for those who have attended an entire ATS (attendance for a day or two does not qualify) since and including the 2022 ATS.

ii. The designation of Basic Credentials replaced Basic Certification on the website and throughout all documentation with the CPCA. The availability all six Core Courses On-Line significantly expedites the process of achieving CPCA Basic Credentials. In theory, Basic Credentials may be achieved in one calendar year in which an in person ATS is held.

- iii. Proposed amendments to the CPCA Constitution were completed and made available to the Membership 30 days prior to the 2023 AGM. The proposed changes include an entire section designated for Regions and guidelines for business conducted through a Region including the role of a Regional Director. The amendments resulted from the work of a committee chaired by Past President Michael Rolph which included the unofficial CPCA-ON Regional Director Charles Swartwood and CPCA 1st VP Robert Parmenter.
- iv. The President conversed with potential Regional Directors during 2023 in preparation for the approval of Regions and Regional Directors post 2023 AGM.

6. Reports

- a. President's Report (pages 12 - 16)
- b. Registrar's Report (pages 18 & 19)
- c. Academic Standards Committee Report (pages 20 & 21)
- d. ATS Planning Committee Report (pages 22)
- e. CPCA Ontario Region Report (pages 24 & 25)
- f. Treasurer's Report(s) (pages 26 - 29)

- i. Financial report: Moved - Brian Krushel, 2nd Bill Ashbee, Amendment: Carson Culp asked that the financial statement be amended to include the \$19,814.94.

My records (Carson, then Treasurer for ATS Niagara) show the following:

CPCA Deposit for ATS (Float) - \$ 2,000.00

Registration Income (Paid Nov 15) [\\$19,814.94](#)

Banquet Cash Income \$499.50

CPCA Additional Transfer \$310.00

The Financial Report did not show the ATS Niagara registration deposits to the CPCA as they were accounted for in the former year's books. It only showed the expense which occurred after the new books were initiated. We switched Secretary Treasurer from John Tyrell to Phil Sovdi and switched books from Sage to QuickBooks. This difference would hugely offset the profit loss of -\$21,814.29. The difference would read -\$1999.35.

All in Favour with the amendment - Carried.

- ii. Proposed Budget: Moved - David Sutherland, 2nd Roxzena Hayden, All in Favour, Carried.

7. New Business

- a. Motion re: changes to the CPCA Constitution (Proposed changes are in the AGM Information package). Moved - Robert Parmenter, 2nd Charlie Swartwood, All in Favour - Carried.

- b. Nominating Committee

- i. Election of Executive by ballot:

- President: Bruce Ewanyshyn
- 1st Vice President: Robert Parmenter
- 2nd Vice President: Curtis Hinds

Motion for Ballots to be destroyed: Moved - Roxzena Hayden, 2nd Bill Ashbee

8. 2024 Objectives

- a. Academic Standards Committee

- Focus on maintaining the current six On-Line Core Courses and appraise CPCA Webinars for their value towards training hours for CPCA Members.
- Work with the ATS Liaison John Siderius and Planning Committee in preparation for a 2025 ATS in BC. Bruce has already asked Abd Alfatah Twakkal to prep for presentation then.

- b. Communications Team - led by Bruce Ewanyshyn

- Website - Bruce Ewanyshyn
- Webinars - Charlie Swartwood, Bruce Ewanyshyn
- Zoom meetings - Leadership team
- Twitter - Bruce Ewanyshyn
- Facebook - Bruce Ewanyshyn
- Email - Bruce Ewanyshyn

c. CPCA Regions – Support & Development

- Support the CPCA-ON Region and Regional Director Charles Swartwood. Bruce honoured Charlie as the initiator and spearhead for forward regional movement. Charlie has blazed a path for the CPCA future forward.
- CPCA President and the Executive to explore possibilities for additional Regions and Regional Directors. Conversations have already been had with regards to this. Bruce announced that Bill Ashbee would be the Regional Director for British Columbia; Tom McCullagh for Saskatchewan; John Siderius for Manitoba.
- CPCA President to meet with Regional Directors at a minimum of once a year.

d. Constitutional changes

- The Executive will continue to revisit the Constitution to ensure relevancy and to allow for the advancement of the CPCA which includes supporting inclusion and diversity amongst all faith backgrounds of chaplaincy.

9. Opportunity for Questions and Comments - None

Adjournment: Moved - Phil Sovdi