



Northwest Territories Tourism

2015 AGM Meeting Minutes

Yellowknife, NT
November 5, 2015



2015 Annual General Meeting Minutes

Explorer Hotel – Katimavik Rooms
Yellowknife, NT
November 5, 2015 1:33pm

1.0 Call to Order

Don Morin, Chairperson called the meeting to order at 1:33p.m. The list of AGM Attendees is attached as Appendix A.

2.0 Opening Prayer

Board member Gerry Kisoun provided the Opening Prayer.

3.0 Introduction of Board Members

The Chairperson introduced Executive Director (Cathie Bolstad) and members from the current Board of Directors (pre-election) that were in attendance, namely:

Carlos Gonzalez – Vice Chair

Greg Robertson – Treasurer

Kathy McBryan – Secretary

Kelly Kaylo – Ex-Officio Director

Harold Grinde – Director -Elect

Ken Yoder – Director – Elect

Bobby Drygeese – Director- Elect

Judith Wright-Bird – Director (Sahtu Secretariat)

Margaret Nazon – Director (Gwich'in Tribal Council)

Gerry Kisoun – Director (Inuvialuit Regional Corporation)

Paul Harrington – Director (Northwest Territory Métis Nation)

Diane Wilson – Director – Appointed – (Parks Canada)

The chairperson noted regrets from Giselle Marion – Director for the Tlicho Government who was unable to attend the AGM. The Chairperson also noted there are two vacancies on the Board – one for the Akaitcho Territory Government and one for the Dehcho First Nations.

4.0 Approval of Agenda

[Motion 11-05-2015-AGM-01]

To approve the Agenda as presented, with the addition of a discussion on cultural sensitivity brought forward by Suzanne Hall to be discussed as part of the Other Business category.

Moved by: Robin Wotherspoon
MOTION CARRIED

Seconded by: Carlos Gonzalez

5.0 Approval of the Minutes of the 2014 Annual General Meeting

[Motion 11-05-2015-AGM-02]

To approve the Minutes of the November 20, 2014 Annual General Meeting as presented.

Moved by: Margaret Nazon
MOTION CARRIED

Seconded By: Rosanna Strong

6.0 Business Arising from Minutes of 2014 AGM

The Chairperson noted that the only business arising from the 2014 minute's specific to the Agenda was going to be covered in Agenda Item #14 – Proposed by-law changes and Agenda item #15 Resolutions Progress Report. With no other business arising from the 2014 AGM Minutes, the members moved onto the next agenda item.

7.0 New Business

The Chairperson noted that Suzanne Hall has brought forward a new agenda item, cultural sensitivity, and that given there was both “new business” and “other business” on the agenda inadvertently, the cultural sensitivity topic would be discussed under agenda item 16.0 - Other Business. He noted there was no new business.

8.0 Chairperson's Report – Mr. Don Morin

The Chairperson provided comments regarding the past year. He spoke of highlights to the year, namely the refreshed brand, the new and improved website and foreign language websites turning up this year, the new pan northern market and trade ready standards project with Yukon and Nunavut and the 5 year marketing strategy which is in progress. He noted to the membership that a written report for the past year had been included in their AGM packages and that his verbal presentation was a companion to the more detailed written report he had provided.

[Motion 11-05-2015-AGM-03]

To approve the Chairperson's Report as presented.

Moved by: Robin Wotherspoon
MOTION CARRIED

Seconded by: Carlos Gonzalez

9.0 Financial Auditor Report – Crowe MacKay LLP

The Treasurer (Greg Robertson) introduced Mr. Fred Deschenes of Crowe MacKay LLP who presented the financial statements and then called for questions on his presentation. There were questions from the floor regarding the expenditures under Schedule 4 – General Sales Agents.

Specifically there was a request for clarification regarding the increase in funds expended on the North American contracts and a decrease in the Asia-Pacific Contracts. The Executive Director and Auditor Melissa Podhajdak provided clarification. It was noted by Melissa that the name of Schedule 4 was perhaps misleading as Schedule 4 is not just GSA contracts, but includes other contracts. The Executive Director clarified that the North American contracts line item included the GSA for North America (Hotkey Services), that Hotkey's contract was in place for the 2014/15 fiscal year and was not renewed March 31, 2015. She also explained that the North American line item also included the Agency of Record Contract and two new contracts which had not existed the prior year, namely the 5 Year Marketing Strategy Contract and the Spectacular Brand Refresh Projects, which were funded by CanNor. The auditor explained that the CanNor funding accounted for the difference in the North American Contracts from the 2014/15 fiscal year to the previous year. The Marketing Director also explained that the decrease in the expenditure for Asia Pacific was related to the turnover in the GSA in Japan. He noted there were a number of months in 2014 when NWT Tourism was without an agent after the contract with Milepost concluded and recruitment for a new GSA in Japan was underway. The Chairperson noted that if further details were required on those items, that members could send their questions directly to the Executive Director who would be pleased to assist. He asked if there were any further questions. A question from the floor seeking an explanation for why there was a new item regarding "Allowance for Doubtful accounts". The Executive Director explained that in 2014 when she arrived, there were a number of items on the books that went back as far as 2011 which were being carried forward as accounts receivable that were never going to be collected. She noted that she had worked with the Finance and Audit Committee to develop new Financial policies to govern expenditure and collections related to accounts receivable. She explained that in 2014, all outstanding accounts had been handled under this new policy, that a number of these had been written off with the permission of the board and that an allowance for doubtful accounts was established after discussion with the Treasurer and auditor to create the appropriate mechanisms on the books to reflect the implementation of the tighter financial policy. She noted that with the new controls in place, 2015 accounts receivables were being kept under 90 days successfully.

The chair asked if there were any further questions on the financials. There were no more questions.

[Motion 11-05-2015-AGM-04]

To approve the 2014/15 Audited Financial Statements

Moved by: Greg Robertson

Seconded by: Bobby Drygeese

MOTION CARRIED

The Chairperson advised that a 15 minute break would be taken. He noted that a call for resolutions had been issued prior to the AGM, but none had been received. He advised members that during this break it would be the last opportunity to prepare any new resolutions and that Mr. Richard Zieba had offered to serve as scribe to work with members to prepare resolutions and have them ready so that they could be displayed on screen for membership to view and discuss.

A 15 minute break was taken at 2:15 p.m.

10.0 Report from the Nominating Committee - 2:30pm

Margaret Nazon, representing the Nomination Committee presented the Nomination Committee Report to the membership. She explained that during the 2014 AGM, members voted to accept changes to the Constitution and By-Laws that enabled voting for this year to occur electronically. She mentioned that the other two members of the committee were Richard McIntosh (City of Yellowknife) and Yvonne Quick (Inbound Receptive Tours). She noted that a call for nominations opened on August 24th and closed on September 21st. There were a total of 20 nominations initiated, and of those, six (6) people accepted their nominations and agreed to let their name stand. The six candidate that were running for the four available seats on the Board of Directors were:

The names were listed as follows:

Don Morin –Aurora Village
Carlos Gonzalez – Yellowknife Outdoor Adventures
Greg Robertson – Bluefish Services
Ken Yoder- Hearne Lake Lodge
Mike Olson – Top of the World Travel
Susan Wright – North-Wright Airways

Margaret noted that the Election Committee would report the results of the election and that this concluded her report.

11.0 Board of Directors – Election Results

The Chairperson noted that the board established an Election Committee to oversee the election process, establish a Terms of Reference for the committee and that Ms. Melissa Pohajdak from our auditor, Crowe MacKay chaired the committee. Serving with her was Richard Zieba (ITI – Director, Tourism and Parks) and Deneen Everett (Executive Director, Yellowknife Chamber of Commerce) and that all three Committee members were present at the AGM. He called upon Melissa to deliver the results of the online election.

Melissa gave an overview of the report from the committee and described the election process. Out of the six (6) candidates, the four (4) successful Board of Directors are as follows:

Don Morin – Aurora Village – 2 year term
Greg Robertson – Bluefish Services – 2 year term
Mike Olson – Top of the World Travel – 2 year term
Susan Wright – North-Wright Airways – 2 year term

Don Morin thanked Melissa and the Election Committee members for their contribution. He expressed congratulations to the newly elected and re-elected members of the Board. He also gave thanks to outgoing Board members, Ken Yoder (Hearne Lake Lodge) and Carlos Gonzalez (Yellowknife Outdoor Adventures).

12.0 Destruction of Ballots

The Chairperson called for a motion to destroy the election ballots.

[Motion 11-05-2015-AGM-05]

To destroy the election ballots in the Big Pulse on-line election system.

Moved by: Paul Harrington
MOTION CARRIED

Seconded by: Harold Grinde

13.0 Appointment of the Auditor for 2015/16 Fiscal Year

The Treasurer explained that the Board was satisfied with the service provided by Crowe MacKay and that a quote for an audit for 2015/16 had been obtained and the Board was recommending to the membership that NWT Tourism continue to use Crowe MacKay as the auditor for the 2015/16 fiscal year.

[Motion 11-05-2015-AGM-06]

To appoint Crowe MacKay as the auditor for NWT Tourism for the 2015/16 fiscal year.

Moved by: Greg Robertson
MOTION CARRIED

Seconded by: Newton Gray

14.0 Proposed By-Law Changes

Gerry Kisoun, Chairperson for the Constitution and By-law Committee brought forward a proposal to change By-Law Article III: MEMBERSHIP, Subsections A, B, and D. He explained the proposed changes, and noted that the changes would give more clarity to what a Regular Member is, would give the right to vote to an Associate Member while ensuring that the right to serve on the Board of Directors was limited to Regular and Appointed Members and that this change would add a new membership category, called Affiliate Member. He explained the process the committee had gone through to address issues brought forward by members at the last AGM and noted he was confident that this change along with a policy for staff that clarified which kind of business belonged in which category would strengthen the organization.

There were two (2) questions from the floor. The first was seeking clarity on who would fit into which membership categories. The Executive Director then explained for each of the three Categories – Regular Member, Associate Member and Affiliate Member – what businesses, organizations and individuals would fit in which categories according to the companion policy developed by the Committee. The second question was regarding the timeline for implementation of the changes as per the Societies Act. The Executive Director explained that immediately upon being approved by the members, she would be filing a submission to the Corporate Registries under the Societies Act and that once these were accepted by the Registry, they then are in effect, but not before. She noted that the Act requires NWT Tourism to file within 30 days of an AGM any changes to by-laws and that once submitted to the Corporate Registries, and that written confirmation of those changes comes fairly quickly from the GNWT on these submissions.

[Motion 11-05-2015-AGM-07]

That the proposed changes to the Constitution and By-laws as presented in the membership package regarding Article III: Membership, subsections A, B and D be approved.

Moved by: Gerry Kisoun

Seconded by: Gordon Gin

MOTION CARRIED

Gordon Gin expressed his thanks to the Constitution and By-laws Committee, the Executive Director and the Board for the hard work to clarify categories of membership and respond to member direction from the previous year.

Gerry Kisoun acknowledged the Committee members responsible for working with the Executive Director to address the need for membership definition clarification, naming Harold Grinde (Gana River Outfitters), Judith Wright-Bird (Sahtu Secretariat) and Gordon Gin (Yellow Dog Lodge).

15.0 Resolutions

15.1 Resolutions Progress Report

The Chairperson noted that inside the membership package is an update on work related to resolutions from the previous AGM.

15.2 New Resolutions

The Chairperson explained that a call for proposed resolutions was sent out to membership with the deadline to have any proposed submitted by October 30th. No resolutions were received. He then confirmed that a total of five (5) resolutions had been brought forward today and that these had been scribed by Mr. Zieba and were ready for presentation to the membership for consideration and discussion. It was noted that there were 41 eligible voters present and that 21 votes in favor of a resolution was the requirement as per constitution and by-laws to pass a resolution.

15.2.1 People and Grizzly Bears

[Motion 11-05-2015-AGM-08]

BE IT RESOLVED that given the increase in violent encounters between people and grizzly bears in the Mackenzie Mountains NWT encourage ENR to conduct a population survey of the mountain grizzly bear populations in the Mackenzie Mountains with the intent of opening a well-managed grizzly bear sport hunting harvest or employing other wildlife management techniques to address the problem. ENR is further encouraged to conduct population surveys of other grizzly bear populations in the NWT.

Moved by: Harold Grinde

Seconded by: Susan Wright

Harold Grinde advised that due to the legislation, a one-per-lifetime grizzly bear kill is no longer viable in the Mackenzie Mountains due to the increased prevalence of bears. Joel Hibbard noted that hunting is not the only solution to the increased number of grizzlies and that other solutions should be considered. Susan Wright discussed that NWTT should push ENR to get the survey of bears done first, and then propose changes on how to deal with the bears.

Abstentions: 0

Opposed:0

MOTION CARRIED.

15.2.2 Medical Evacuation Service in the NWT

[Motion 11-05-2015-AGM-09]

BE IT RESOLVED that given the growing demand for wilderness based tourism, and the lack of a publicly funded medevac service for remote lodges and remote wilderness travellers and the lack of clarity on the GNWT policies around such a service, that the GNWT establish a medevac service that serves remote locations and uses local air services that are familiar with conditions in the area where evacuation is required.

Moved by: Robin Wotherspoon

Seconded by: Judith Wright-Bird

The Executive Director provided background to membership on the issue, how it had come to the attention of the organization and what steps to date GNWT ITI and NWTT had taken to advance this as a priority for GNWT.

ABSTENSIONS: 0

OPPOSED: 0

MOTION CARRIED.

15.2.3 Developing a Skilled Tourism Workforce

[Motion 11-05-2015-AGM-10]

BE IT RESOLVED that given the importance of a skilled workforce to the success of businesses in the tourism sector, high schools and Aurora College include tourism curricula and tourism certification programs to increase the pool of people with appropriate skills available to pursue careers in tourism in the NWT.

Moved by: Dana Fergusson

Seconded by: Leah Keats

Gordon Gin brought forward the idea of also creating a program that would allow youth to join a mentorship program what would pair up a tourism student with an approved operator to learn more about the industry. Mr. Richard Zieba explained the Mentorship Program already available for IT and some of the successes it had and indicated such a program already exists.

ABSTENSIONS: 0 OPPOSED: 0
MOTION CARRIED.

15.2.4 Air Transport Regulations

[Motion 11-05-2015-AGM-11]

BE IT RESOLVED that given the negative impact of federal transportation regulations on charter air services in the NWT, that NWTT provide support to the Northern Airline Transportation Association (NATA) to lobby Transport Canada to recognize that regulations must take into account the different operating conditions facing air services in different parts of Canada and make allowances in regulations for the unique operating conditions facing northern air services in serving the northern tourism sector.

Moved by: Susan Wright

Seconded by: Yvonne Quick

Mike Olson suggested it might be in NWTT's best interest to take out a membership with NATA to ensure all up to date and relevant information can be passed to membership.

ABSENTIONS: 0 OPPOSED: 0
MOTION CARRIED.

15.2.4 ENR Response Time for Bear Encounters

[Motion 11-05-2015-AGM-12]

BE IT RESOLVED that given the high incidence of black bear and people encounters in the NWT and that it is the responsibility of ENR to respond to incidents with wildlife, that ENR respond to bear incidents in a timely manner to ensure the safety of people.

Moved by: Margaret Peterson

Seconded by: Rosanna Strong

ABSENTIONS: 2
MOTION CARRIED.

OPPOSED: 0

16.0 Other Business – Cultural Sensitivity Training

Suzanne Hall brought forward that she would like to ensure Northwest Territories Tourism has appropriate understanding of the unique cultural sensitivities across the north and suggested that NWT Tourism complete cultural sensitivity training. The chairperson thanked her for her suggestion.

17.0 Adjournment

The chairperson called for a motion to conclude the 2015 AGM.

Moved by: Robin Wotherspoon

Adjournment: 3:26pm

(Appendix A – AGM Attendees Follows)

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Appendix A – Attendees to the 2015 Annual General Meeting

Voting Member	Company
Kathy McBryan	2 Seasons Adventures
Harold Grinde	Association of Mackenzie Mountain Outfitters
Don Morin	Aurora Village
Clarke Morin	Aurora Village Sport Fishing
Bobby Drygeese	B.Dene Adventures
Mike Freeland	Blachford Lake Lodge
Greg Robertson	Bluefish Services
Paul Harrington	Board Member
Judith Wright-Bird	Board Member
Margaret Nazon	Board Member
Gerry Kisoun	Board Member
Doug Swallow	Canoe North MSS Ltd.
Newton Grey	Capital Suites - Yellowknife
Adrienne Laport	CDETNO
Jenni Bruce	Coast Fraser Hotel
Ragnar Wesstrom	Enodah Wilderness Travel
Kim Poulter	First Air
Lisa Seagrave	Gallery of the Midnight Sun
Harold Grinde	Gana River Outfitters
Shawn Buckley	Great Slave Lake Tours
Suzanne Hall	Grey Goose Lodge
Ken Yoder	Hearne Lake Lodge
Yvonne Quick	Inbound Receptive Tours
Leah Keats	Janor Guest House
Greg Dussome	Lac La Martre Adventures
Amanda Peterson	My Backyard Tours
Joel Hibbard	Nahanni Wild Adventures
Elise Chorostkowski	Namushka Lake Lodge
Tracy Therrien	NFVA
Peggy Chubb	Noman Wells Historical Society
Myles Carter	Nonacho Lake Lodge
Petra Ehrke	Northern News Services
Susan Wright	North-Wright Airways
Dana Jackson	Pelican Rapids Inn
Margaret Peterson	Peterson's Point Lake Lodge
Rosanna Strong	Strong Interpretation
Leah Keats	The Willows Inn
Mike Olson	Top of the World Travel
Taylor Giffin	Town of Inuvik
Robin Wotherspoon	Watta Lake Lodge
Gordon Gin	Yellowdog Lodge
Carlos Gonzalez	Yellowknife Outdoor Adventures