

**Meeting Minutes – CAPTG Inc. Annual General Meeting**

Virtual Meeting – Microsoft Teams  
 Thurs. Feb. 17, 2022, 1130 – 1200 EST

**Attendees:**

<b>Name</b>	<b>Organization</b>
Kevin Chee	GTAA
George Nowak	Hatch
Graham Karlowsky	Transport Canada
Drew Dutton	Transport Canada
Mike Sucee	CRAFCO Inc.
Ken Fyvie	Pavetech Consultants Ltd.
Jessica Hernandez	Englobe
Myron Thiessen	DND
Jared Mitchell	DND
Chris Olidis	Applied Research Associates
Dave Anderson	Associated Engineering
Dr. Basher Hassoun	Gulf Engineering House, Riyadh, Saudi Arabia
Doubra Ambaiwei	Ontario Road Builders Association/Ontario Asphalt Pavement Council
Tim Smith	Cement Association Canada
Michael Simons	Surface Tech
Edward Abreu	Avia NG
Zuller Botero	YYC
Monty Wade	Applied Pavement Technology
Jozef Grajek	(retired) Pavement Engineer
Joseph Chen	Stantec
Richard Blommers	Tetra Tech

Myron Thiessen opened the meeting at 11:30 am by welcoming everyone to the meeting.

**1. Review of Previous Meeting Minutes**

- 1.1. Richard Blommers reviewed the minutes from the Annual General Meeting (AGM) held in February 2021.

**Myron Thiessen** moved to adopt the minutes as read. **Ken Fyvie** seconds the motion.  
**CARRIED.**

**2. Financial Update and 2022 Budget Approval**

- 2.1. **Jared Mitchell** provided an update of the current financial statements for 2022.
  - 2.1.1. \$0 income, \$3k expenses.
- 2.2. Sustaining Memberships scheduled to be collected this year.
- 2.3. Workshop Budget

- 2.3.1. Live Production (AEG) = \$2410, Hotel AV = \$3200 (rough estimate), Coffee Break = \$16/person x 35 people x 1.25 (gratuities+tax) = \$672, Networking cash bar = \$20/person x 35 people x 1.25 = \$875, Total Expenses = \$7157
- 2.3.2. In Person = \$125/person x 20 people = \$2500, Virtual = \$50/person x 40 people = \$2000, Total Income = \$4500.

**Myron Thiessen** moved to approve the 2020 audited financials and the 2022 Budget. **Tim Smith** seconds the motion. **CARRIED.**

### **3. CAPTG Membership Update**

3.1.21 General Members

3.2. Per last year's AGM, general membership requirement for attendance at a CAPTG event was extended to 4 years.

3.3. Vince and Leanne were considered under extenuating circumstances and will remain as general members.

3.4. Removed Stephen Burbridge.

**Myron Thiessen** moved. **Richard Blommers** seconds the motion. **CARRIED.**

### **4. Election of Board of Directors**

The following Board members' terms are expiring as of this 2022 AGM. The ones noted let their name stand for re-election.

1. Graham Karlwosky (public) (1 YEAR; exp. 2022)
2. Ken Fyvie (private industry) (2 YEAR; exp. 2022) – let name stand
3. George Nowak (private industry) (2 YEAR; exp. 2022) – let name stand **for 1 year term**
4. Jessica Hernandez (private industry) (2 YEAR; exp. 2022) – let name stand
5. Dave Anderson (private industry) (2 YEAR; exp. 2022) – let name stand
6. Drew Dutton (public) (2 YEAR; exp. 2022) – let name stand
7. Richard Blommers (private industry) (2 YEAR; exp. 2022) – let name stand

**Myron Thiessen** moved to re-elect George Nowak for a 1-year term. **Richard Blommers** seconds the motion. **CARRIED.**

**Myron Thiessen** moved to re-elect those letting their names stand for a 2-year re-election. **George Nowak** seconds the motion. **CARRIED.**

**Myron Thiessen** moved to elect Vince Aurilio to the Board of Directors to fill the 12<sup>th</sup> director position. **George Nowak** seconds the motion. **CARRIED.**

**The Board of Directors, Election Term, and Expiration Year** are as follows:

1. Vince Aurilio (private industry) (2 YEAR; 2024)
2. Ken Fyvie (private industry) (2 YEAR; 2024)
3. Jessica Hernandez (private industry) (2 YEAR; 2024)
4. Dave Anderson (private industry) (2 YEAR; 2024)
5. Drew Dutton (public) (2 YEAR; 2024)
6. Richard Blommers (private industry) (2 YEAR; 2024)
7. George Nowak (private industry) (1 YEAR; 2023)
8. Mike Sucee (private industry) (2 YEAR; 2023)
9. Chris Stewart (private industry) (2 YEAR; 2023)
10. Myron Thiessen (public) (2 YEAR; 2023)
11. Jared Mitchell (public) (2 YEAR; 2023)
12. Kevin Chee (public) (2 YEAR; 2023)

**5. Appointment of Officers**

The following Officer appointments were made:

1. Chair: Myron Thiessen
2. Vice Chair (private industry): Jessica Hernandez
3. Vice Chair (Public) – Drew Dutton
4. Secretary: Richard Blommers
5. Treasurer: Jared Mitchell

In addition to the Officer positions contained in the By-laws, the Board deemed it necessary to appoint the following additional Officers:

6. Technical Program Officer: Leanne Whiteley-Lagace
7. Asphalt Technical Officer: Doubra Ambaiowei
8. Concrete Technical Officer: Tim Smith
9. Academic Program Officer: Edward Abreu
10. Information Technology Officer: Edward Abreu / Mohammed Kamala

The Appointment of Officers was done by round table discussion to determine names to stand and then by acclamation; all motioned by **Myron Thiessen**, seconded by **Ken Fyvie**.  
**CARRIED.**

**6. Other Business**

None.

**Adjournment:** **Myron Thiessen** motioned to adjourn the meeting, seconded by **Richard Blommers**. The meeting was adjourned at 11:50 am.