



**BCVTA 2025 Annual General Meeting Agenda | May 23, 2026 10:00 AM**

Topic for Discussion	Champion	Strategic Priority	Time
<p><b>Land Acknowledgement</b></p> <p>Good morning everyone and welcome to the 2026 Annual General Meeting.</p> <p>Members of the BCVTA come from many traditional and unceded territories, covering all regions of British Columbia. We are honoured and grateful to live, work and be in relation with Indigenous peoples who have been leaders in respecting animals and caring for the land</p> <p>We are currently assembled on the traditional lands of the Coast Salish peoples including the Musqueam nation.</p> <p>Before we call the AGM to order, I am going to hand things off to Vice-President, Emily Carefoot to review the meeting procedure. We have started to do this before every meeting, so that everyone is able to participate effectively.</p>	<p>Executive Director</p> <p><i>Amber</i></p>	<p>1</p>	<p>10:00 AM</p>

<p><b>Meeting Procedure Review (for information)</b></p> <p>This procedure is specifically created with reference to today's Annual General Meeting. We do regular reviews of these procedures (as we have done at last year's AGM and at our past two Town Halls) to keep our meetings efficient and ensure all members have an equal opportunity to contribute and participate.</p> <p>BCVTA meetings are conducted according to <b>modified Robert's Rules of Order</b>. What you need to know about that is that...</p> <p><b>1. Meeting Procedures</b></p> <ul style="list-style-type: none"> <li>○ We follow Robert's Rules of Order as closely as possible; however, modifications may be made to prioritize productivity. This is why we refer to them as “modified Robert’s Rules”. <ul style="list-style-type: none"> <li>■ For example: Elections require a motion and second as per Robert’s Rules. At some meetings, there are multiple Committee members to elect, so instead of asking for a motion and a second for each individual person, we may ask for one motion and one second for all the nominees and then call for a vote for all of those nominees as a group. This is referred to as “batch” voting and makes the meeting more efficient than voting on each individual separately.</li> </ul> </li> <li>○ In accordance with BCVTA Bylaw 4.10, in the event of any doubt, dispute, or ambiguity, the President or meeting Chair will have the authority to interpret and apply such rules of order as the meeting has adopted and determine matters in accordance with those rules.</li> </ul> <p><b>2. Voting Eligibility</b></p> <ul style="list-style-type: none"> <li>○ Only <b>active BCVTA members</b> can vote. This includes: <ul style="list-style-type: none"> <li>■ RVTs, Retired RVTs and, Non-Practicing RVTs</li> <li>■ Non-Resident RVTs and Students members are not eligible to vote.</li> </ul> </li> </ul>	<p>Vice President</p> <p><i>Emily Carefoot</i></p>	<p>3</p>	<p>10:01 AM</p>
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- Proxy voting is not permitted.

### 3. Discussion Rules

- Prior to a motion, members can discuss the topic when prompted by the meeting Chair.
- In person, if you wish to ask a question or make a comment at the AGM, you can either line up at a microphone set up on the floor or raise your hand and wait for a board member to bring you a microphone. We ask you to wait until you are acknowledged by the Chair before you speak.
  - For our virtual attendees, you can post your question in the Q&A section of Virtual Event platform. Carly will be moderating the chat and Q&A and they will read out your question so everyone in the room can hear it.
- Each member has two minutes to speak, and we will alternate between the two microphones and virtual attendees. (i.e. One mic, second mic, virtual, repeat).
- All members will have one opportunity to speak before anyone speaks a second time, including virtual attendees.

### 4. Making a Motion

- Once the discussion time has ended, the Chair will call for a motion from the in-person attendees. If you wish to make the motion, please raise your hand and then state your first and last name for records once acknowledged by the Chair.
- The same process applies when the Chair calls for a second.

### 5. Discussion on a Motion

- Once a motion has been made and seconded, discussion will focus specifically on the motion. For example, members may ask to amend the motion, strike the motion, or table the motion.

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<ul style="list-style-type: none"> <li>○ The rules for speaking (line up at a microphone or enter a question or comment in the Q&amp;A, two minutes per speaker) remain the same.</li> </ul> <p>I know that’s a lot of information to take in, so I will provide an example of what that may look like altogether.</p> <p><b>Example: 10:05am</b></p> <p>A hypothetical agenda item could be the need to paint an office building. The Chair opens discussion and members raise concerns about the cost, type of paint, if the paint is needed, the colour, etc. As the conversation winds down, the Chair calls for a motion. A member moves to approve painting of the office in blue for no more than \$500.00. A second is called for and received. Discussion regarding the motion is now open and the members can suggest specifying what colour of blue, changing the budget, commenting against this decision, or requesting to table the motion until quotes can be provided. The Chair concludes the discussion period and calls for a vote.</p> <p><b>6. Voting Procedure</b></p> <ul style="list-style-type: none"> <li>○ Voting will be conducted by poll as follows: <ul style="list-style-type: none"> <li>■ In-Person attendees: in the PheedLoop Go! App, which is the same app the conference program and schedule is on.</li> <li>■ Virtual Attendees: in the Virtual Event platform</li> </ul> </li> <li>○ The Chair will call for a vote with the following options: <ul style="list-style-type: none"> <li>■ In Favor</li> <li>■ Opposed</li> <li>■ Abstain</li> </ul> </li> <li>○ Select the most appropriate option.</li> </ul> <p><b>7. Requesting Clarification or Procedural Amendments</b></p> <ul style="list-style-type: none"> <li>○ At any time, you may line up at a microphone, raise your hand, or post in the Q&amp;A to request additional information or suggest an amendment to the procedure.</li> </ul>			

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<ul style="list-style-type: none"> <li>○ If you are uncertain about meeting protocol at any point, please feel free to raise your hand and ask for clarification.</li> <li>○ All requests to amend procedures are subject to the Chair’s approval as per BCVTA Bylaw 4.10</li> </ul> <p><i>Are there any questions on the meeting procedure?</i>  <i>If yes - answer, if no, hand off to Amanda</i></p>			
<p><b>Call meeting to order</b></p> <p>Welcome everyone joining us in-person as well as virtually, to the 2026 BCVTA Annual General Meeting. The meeting will be called to order at <b>10:07am</b></p> <p>Today's meeting is a closed session, open only to BCVTA members of all membership categories and invited guests. If you are not part of these groups, we kindly ask that you exit the meeting and rejoin us after the AGM has concluded.</p>	<p>President <i>Amanda</i></p>	<p>3</p>	<p>10:07 AM</p>
<p><b>1. Confirmation of Quorum</b></p> <p>As discussed with the meeting procedure, the Pheedloop App will be used to confirm Quorum and for all voting during today’s meeting:</p> <ol style="list-style-type: none"> <li>1. For members attending in-person: <ol style="list-style-type: none"> <li>a. Open the Pheedloop Go! App on your phone and</li> <li>b. Login with the email address used to register for the conference.</li> <li>c. Next, you will go to the “Schedule” and</li> <li>d. Enter “Annual General Meeting” in the search bar and then open the session</li> <li>e. Go to “Polls”</li> <li>f. And under Polls, you will Cast your vote.</li> <li>g. Voting on a motion will only open once the motion has been seconded and the Chair calls for a vote. This is why you will not see any active polls at the moment.</li> </ol> </li> <li>2. For members joining virtually, if you made it here, you are likely already logged in to Pheedloop, so you can simply keep an eye</li> </ol>	<p>President <i>Amanda Barker</i></p>	<p>3</p>	<p>10:14 AM</p>

Topic for Discussion	Champion	Strategic Priority	Time
<p>on the “Polls” tab to the right of the video and cast your vote when prompted.</p> <p>Members will not be able to view each other’s individual votes, however the results in percentages will be read out prior to announcing the result of the motion. Regular Resolutions such as elections and committee appointments require a majority vote of 51% to pass, Special Resolutions including bylaw amendments require a 2/3 vote or 66%. Final numbers will be included in the meeting minutes.</p> <p>If you require any assistance, Carly and Kim will be available to help troubleshoot if anyone is having difficulties.</p> <p>Everyone can now Navigate to Polls and submit your answer to the “What is your membership category?” We will give a few minutes for everyone to work through the process and submit their answers.</p> <p>Did anybody need any help before we continue?</p> <p>Looks like everyone was able to submit an answer. Moving forward, if you have any problems during a vote, please raise your hand.</p> <p>We have:</p> <p><b>88% RVT members</b>  <b>4.6% Non-Practicing members</b>  <b>0 Retired members</b>  <b>6.9% RVT Students</b></p> <div style="border: 1px solid orange; padding: 5px; margin-top: 10px;"> <p><b>RESULTS:</b>  For a total of 80 active voting BCVTA members.</p> <p>This confirms that we are over the minimum of 50 active voting members and therefore can confirm quorum.</p> </div>			
<p><b>2. <a href="#">Minutes of the 2025 Annual General Meeting (for approval)</a></b></p> <p><i>Meeting minutes were emailed to members with the meeting package and meeting reminders in April 2026.</i></p> <p><i>Were there any questions or comments before we proceed with a motion?</i></p> <p><i>Can a voting member:</i></p>	<p>President <i>Amanda</i></p>	<p>1/3</p>	<p>10:12 AM</p>

Topic for Discussion	Champion	Strategic Priority	Time
<p><b>MOTION to accept the minutes of the 2025 Annual General Meeting by Nadia Oliver</b>  <b>And a second Brynne Hagerman</b>  <b>Is there any Discussion or Additions?</b> <i>none</i></p> <p><i>Please go to “polls” and submit your vote. The options are in favour, oppose or abstain.</i></p> <p><i>We will allow a few minutes for members to complete their vote.</i></p> <p>Does anyone need more time? no</p> <p>The Poll will now close.</p> <p><b>With:</b></p> <ul style="list-style-type: none"> <li>● 98.67 % in favour</li> <li>● 1.33% Abstain</li> </ul> <p><b>This motion has passed</b></p>			
<p><b>3. Approval of Active Agenda (for approval)</b></p> <p><i>A copy of today’s agenda was emailed to members and is also available in the Pheedloop App under the Session Files for the AGM if you would like a visual aside from our slides.</i></p> <p><i>Today’s agenda includes:</i></p> <ul style="list-style-type: none"> <li>● Board of Director introductions</li> <li>● Greetings from Guests</li> <li>● President’s Report</li> <li>● Special Resolutions: Proposed Bylaw Amendments</li> <li>● Ordinary Resolutions: <ul style="list-style-type: none"> <li>○ Board of Director Elections</li> <li>○ Appointment of Committees</li> </ul> </li> <li>● Annual Report</li> <li>● Wage and Compensation Survey report</li> <li>● Meeting Review</li> <li>● Adjournment</li> </ul> <p><i>Were there any questions or comments before we proceed with a motion?</i></p>	<p>President <i>Amanda</i></p>	<p>1/3</p>	<p>10:13 AM</p>

Topic for Discussion	Champion	Strategic Priority	Time
<p><i>Can a voting member:</i></p> <p><b>MOTION to accept the active agenda for the 2026 Annual General Meeting made by Heather Kornelsen And a second by Bianca Migueles Is there any Discussion or Additions? none</b></p> <p><i>Please go to “polls” and submit your vote. The options are in favour, oppose or abstain. We will allow a few minutes for members to complete their vote.</i></p> <p>Does anyone need more time? The Poll will now close.</p> <p><b>With:</b></p> <ul style="list-style-type: none"> <li>● 100% in favour</li> </ul> <p>This motion has passed</p>			
<p><i>I would like to take this opportunity to introduce the 2026 BCVTA Board of Directors and Staff:</i></p> <p><b>4. Board of Director Introductions (for information)</b></p> <ul style="list-style-type: none"> <li>● I am Amanda Barker and I am the current President and CVBC Liaison</li> <li>● Vice President Emily Carefoot</li> <li>● Kayla Anglos is our Treasurer and was unable to be here today.</li> <li>● Our Secretary, Ashley Bourdeau. She will be taking minutes on her laptop during today’s meeting.</li> <li>● Kim Holbrow is our longest standing Board member as past Secretary and current Student Liaison.</li> <li>● Kalaya Donchi joins us from New Westminster, as the RVTTC Representative. While we are no longer members of the RVTTC, our current bylaws require an RVTTC Rep, so she will hold this title until a special resolution is passed to remove it.</li> <li>● Anne Pauluzzi is our newest Board member and Director at Large</li> <li>● Amber Gregg is the BCVTA Executive Director of the association</li> <li>● Carly Chaput is a previous Board member and current Communications Coordinator</li> </ul>	<p>President <i>Amanda</i></p>	<p>1</p>	<p>10:31 AM</p>

Topic for Discussion	Champion	Strategic Priority	Time
<ul style="list-style-type: none"> <li>● Kendra Luckow is the BCVTA Social Media Manager.</li> <li>● I would also like to take a moment to acknowledge both of our Student Representatives, who take time away from their busy school life to participate in our monthly board meetings. Thank you to Robyn Jahnke from Douglas College and Jasleen Singh from TRU.</li> <li>● Missing today is past president and Director at Large, Gabrielle Beer and Kim Holbrow Student Liaison</li> </ul> <p>I'd like to take a moment to recognize and applaud these dedicated volunteers, the staff and our committee volunteers. Giving up your time to support your association strengthens and advances our organization and our profession. Thank you for your support, for your great conversation and for caring so deeply for the BCVTA.</p> <p><i>In addition to the Board of Directors, we have some special guests with us today that we would like to acknowledge.</i></p> <ul style="list-style-type: none"> <li>● <i>Rebecca Finley, Finley and Associates, Rebecca has been working with us for almost 8 years and continues to support the Board as the association continues to grow.</i></li> <li>● <i>Christine Arnold, Registrar CVBC</i></li> <li>● <i>Dr. Taryn Cass, SBCV Regional Director for Okanagan</i></li> <li>● <i>Dr. Jenny Wakeling, Program Coordinator &amp; Faculty Instructor, Douglas College joining virtually</i></li> </ul> <p><i>Thank you all for being here today and for all of the work you do to educate, advocate, and support RVTs and veterinarians in BC.</i></p> <p>As we work through today's agenda, please keep in mind that we will have a Meeting Review as our last topic, where we ask members to give feedback on what went well during the meeting, as well as any points where improvements can be made. There will be opportunities for questions and feedback during the AGM, however, we will work through some of the items quickly, so that we have more time for fun things!</p> <p>We like to start meetings off with a review of the BCVTA's Mission and Vision Statements, as well as our Strategic Priorities.</p>			

Topic for Discussion	Champion	Strategic Priority	Time
<p><b>Our Mission:</b> <i>Is to lead and advocate for our profession; while working to elevate veterinary standards for the protection of animals and the public.</i></p> <p><b>Our Vision:</b> <i>Is for every animal care facility in British Columbia to employ and fully utilize RVTs.</i></p> <p>The BCVTA’s four <b>Strategic Priorities for 2025 to 2028</b> are:</p> <ol style="list-style-type: none"> <li><b>1) Member Engagement:</b> Enhancing member engagement through targeted recruitment, effective communication, and benchmarking best practices to foster stronger connections and participation.</li> <li><b>2) Regulation of RVTs:</b> Advancing the regulation of veterinary technologists by defining a scope of practice, collaborating with stakeholders, and engaging experts to ensure informed advocacy and member education.</li> <li><b>3) Governance Growth:</b> Fostering governance growth through succession planning, strategic Board alignment, and initiatives to strengthen leadership and collaboration.</li> <li><b>4) Financial Sustainability:</b> Ensuring financial sustainability through revenue diversification, membership growth, strategic advertising, and exploring grant opportunities.</li> </ol> <p>The association’s Strategic Priorities are summarized on the graphic on the final page of our agenda and are available for members to review by request.</p>			
<p><b>5. President’s Message (for information)</b></p> <p style="padding-left: 20px;"><b>a.</b> Amanda’s message.</p> <p>As I was thinking about this year's President's Message, I kept coming back to one word: momentum.</p> <p>Over the past year we've continued moving important work forward. Some of that work has been very visible — advocacy efforts, member benefits, educational opportunities, and growth. Some of it has happened quietly behind the scenes through meetings, planning,</p>	<p>President <i>Amanda</i></p>	<p>1</p>	<p>10:19 AM</p>

Topic for Discussion	Champion	Strategic Priority	Time
<p>relationship building, and many conversations that don't always make headlines.</p> <p>Progress often isn't made through one big moment. More often, it's built through many people showing up consistently and doing small but important work over time.</p> <p>This year I've had the opportunity to witness that repeatedly — through our volunteers, our board members, our staff, and our members across the province.</p> <p>I've also been reminded that advocacy isn't only work done in government meetings or boardrooms. Advocacy happens every day. It happens every time an RVT teaches a client, mentors a colleague, supports a patient, advocates for quality medicine, or demonstrates the value of our profession.</p> <p>As we continue our Road to Regulation work and continue growing as an association, I think one of our greatest strengths is our willingness to work together.</p> <p>The veterinary profession continues to evolve, and so do we.</p> <p>Thank you for believing in the work we are doing, for continuing to challenge us, for supporting us, and for being part of this community.</p> <p>I truly believe we are building something meaningful together, and I am excited for where we continue to go from here.</p> <p>We would now like to welcome Christine Arnold, Registrar of the College of Veterinarians of BC to provide greetings from the College.</p>			
<p><b>6. Greetings (for information)</b></p> <p><b>a. Christine Arnold, CVBC</b></p>	<p><i>Amanda</i></p>	<p>1</p>	<p>10:21 AM</p>

Topic for Discussion	Champion	Strategic Priority	Time
<p><b>Summary:</b> Updates and highlights regarding the College of Veterinarians of British Columbia (CVBC), including discussion on the relationship between the BCVTA and the CVBC. Previous concerns surrounding the college’s financial insolvency and recent fee increases were reviewed, along with the college’s current financial stability.</p> <p>The Harry Cayton Review found that the CVBC had failed in its role as a professional regulator, resulting in 24 recommendations for improvement. Evidence of progress was discussed, including 16 finalized discipline decisions and 32 discipline hearings completed to date.</p> <p>Ongoing challenges remain due to limitations within the current legislation. Under the Veterinarians Act, the college is required to regulate in the public interest; however, the Harry Cayton Review identified that the existing legislative framework does not fully support the college in meeting these obligations.</p> <p>Discussion also included the RVT road to regulation and acknowledgement of the strong leadership demonstrated by the BCVTA throughout this process.</p> <p>And here from the SBCV: <a href="#">10:34am</a></p> <p style="padding-left: 40px;"><b>b.</b> Dr. Taryn Cass, <i>SBCV Regional Director for Okanagan</i></p> <p><b>Summary:</b> Discussion focused on proactive advocacy within the veterinary team and ongoing work related to national issues, including international veterinarian testing facilities. Continuing education opportunities were also provided for RVTs working with SBCV member clinics.</p> <p>Partnerships with other organizations are imperative to our success. We truly appreciate the CVBC and the SBCV for taking the time to attend today and address our members as we gather for our AGM.</p> <p>Vice-President Emily Carefoot will now conduct our Board of Director Elections and Committee appointments. Please be ready to vote.</p>			
<b>Ordinary Resolutions</b>	<b>Champion</b>	<b>Strategic Priority</b>	<b>Time</b>

Topic for Discussion	Champion	Strategic Priority	Time
<p><b>7. Board of Director Elections (for approval)</b></p> <p><i>Terms Ending May 2026:</i></p> <ol style="list-style-type: none"> <li>Kayla Anglos, 1st term</li> <li>Ashley Bourdeau, 1st term</li> <li>Kalaya Donchi, 3rd term as RVTTC Rep, must elect into new position</li> <li>Kim Holbrow, 3rd term as a BCVTA director, 1st term as Student Liaison</li> </ol> <p><i>Ashley, Kalaya, and Kim have allowed their names to stand for re-election. Kayla has decided not to allow hers to stand, so we thank Kayla for her time on the Board as Treasurer and wish her luck in the future. Board members will be voted into positions on the Board at the next Board meeting on June 8, 2026.</i></p> <p><i>Bylaw 7.1 Nomination of Directors, point e) states that nominations must be submitted in advance of an election, in accordance with such deadlines as may be established by the Board. Nominations will not be permitted from the floor at a General Meeting. For this reason, we will no longer be asking for nominations from the floor.</i></p> <p><i>For today’s election, we will elect each Board member individually.</i></p> <p><i>Can a voting member</i></p> <div style="border: 2px solid red; padding: 5px;"> <p><b>MOTION to re-elect Ashley Bourdeau for one, two year term by Jaskiran Sarai</b></p> <p><b>And a second by Maggie Harring</b></p> <p><b>Is there any Discussion or Additions? None</b></p> <p><i>Please go to “polls” and submit your vote for Ashley. The options are in favour, oppose or abstain.</i></p> <p><i>We will allow a few minutes for members to complete their vote.</i></p> <p>The Poll will now close.</p> <p>With:</p> <p>97.7% in favour</p> <p>0 % opposed</p> </div>	<p>Vice-President</p> <p><i>Emly</i></p>	<p>1</p>	<p>10:37 AM</p>

Topic for Discussion	Champion	Strategic Priority	Time
<p>2.3% abstained</p> <p>The motion to re-elect Ashley has passed and they will be re-elected to the board at this time.</p>			
<p><b>MOTION to re-elect Kim Holbrow for one, two year term by Heather Kornelsen</b>  <b>And a second by Tracy Heyland</b>  <i>Please submit your vote for Kim. The options are in favour, oppose or abstain.</i></p> <p><i>We will allow a few minutes for members to complete their vote.</i></p> <p>The Poll will now close.</p> <p>With:</p> <p>98.8% in favour  0% opposed  1.14% abstained.</p> <p>This motion has passed</p> <p>The motion to re-elect Kim has passed and they will be re-elected to the board at this time.</p>			
<p><b>MOTION to re-elect Kalaya Donchi for one, two year term by Leanne Hillis- Schmidt</b>  <b>And a second by Melissa Murray</b></p> <p><i>Please submit your vote for Kalaya. The options are in favour, oppose or abstain.</i></p> <p><i>We will allow a few minutes for members to complete their vote.</i></p> <p>Does anyone need more time?</p> <p>The Poll will now close.</p> <p>With:</p> <p>94% in favour  0% opposed</p>			

Topic for Discussion	Champion	Strategic Priority	Time
<p>6% abstained.</p> <p>The motion to re-elect Kalaya has passed; they will be re-elected to the board at this time.</p> <hr/> <p><b>We now have a nomination for a new director.</b> Kerri Vivian graduated from the St. Lawrence College Veterinary Technology program in 1999. Throughout her career as an RVT, Kerri has worked in general practice, emergency, and industry, and she currently works as a Locum and a Teletriage Operator. Throughout her career Kerri has witnessed the great progress our profession has made as well as the struggles we face on a daily basis. Joining the BCVTA board is a way for her to give back and participate in the work to gain RVTs in British Columbia the professional recognition we deserve.</p> <p>Thank you Kerri for allowing your name to stand for a position on the Board of Directors.</p> <p><b>MOTION to elect Kerri Viviani for one, two year term by <i>Brynne Haegermann</i></b>  <b>And a second by <i>Hillary Gresdal</i></b>  <i>Please submit your vote for Kerri. The options are in favour, oppose or abstain.</i></p> <p>With:</p> <p>91.95% in favour  1.15% opposed  6.9% abstained.</p> <p>The motion to elect Kerri Vivian has passed and they will be elected to the board at this time.</p>			

Topic for Discussion	Champion	Strategic Priority	Time
<p><i>Thank you for participating in the board of director elections. Ashley, Kim, Kalaya, and Kerri are hereby elected/re-elected for a two year term. We look forward to continuing our work with each of you.</i></p>			
<p><b>8. Appointment of Complaints and Inquiry Committee Members (for approval)</b></p> <p>A brief note before we proceed with elections: If you are interested in joining a committee or working group, more information can be found on the BCVTA website under <i>About Us, and Committees and Working Groups</i>. While certain committees may currently be at capacity, work is ongoing and always evolving, so please contact Amber if you are interested in volunteering.</p> <p><i>As per bylaw 16, the Complaints Committee is to consist of at least 3 voting members in good standing. The following members have allowed their names to stand for election:</i></p> <ul style="list-style-type: none"> <li>● <i>Ashley Bourdeau</i></li> <li>● <i>Marcia Hotvedt</i></li> <li>● <i>Janie Hebert</i></li> </ul> <p><i>As per bylaw 16, the Inquiry Committee is to consist of 3 Directors, 2 Voting members in Good standing who are not sitting on the Complaints Committee, and 1 member of the CVBC. The following individuals have allowed their names to stand for election:</i></p> <ul style="list-style-type: none"> <li>● <i>Kim Holbrow</i></li> <li>● <i>Kalaya Donchi</i></li> <li>● <i>Emily Carefoot</i></li> <li>● <i>Sion Cahoon</i></li> <li>● <i>Michelle Orchard</i></li> <li>● <i>Dr. Clare Tompkins</i></li> </ul> <p><i>For our committee appointments, we will ask for one motion, one second, and vote for all committee members.</i></p> <p><i>Can a voting member</i></p>	<p><i>Vice-President Emily Carefoot</i></p>	<p>3</p>	<p>10:45 AM</p>

Topic for Discussion	Champion	Strategic Priority	Time
<p><b>MOTION to appoint Ashley Bourdeau, Marcia Hotvedt and Janie Hebert to the Complaints Committee for a one year term and Kim Holbrow, Kalaya Donchi, Emily Carefoot, Sion Cahoon, Michelle Orchard and Dr. Clare Tompkins to the Inquiry Committee for a one year term by Bianca Migueles</b>  <b>And a second by Brianne Fudge</b>  <b>Is there any Discussion or Additions? None</b>  <i>Please go to “polls” and submit your vote. The options are in favour, oppose or abstain.</i></p> <p><b>With:</b></p> <ul style="list-style-type: none"> <li>● 97.7% in favour</li> <li>● 0% opposed</li> <li>● 2.3% abstained</li> </ul> <p><b>The motion to appoint the committee members above has passed and they will be re-elected to the board at this time.</b></p>			
Special Resolutions	Champion	Strategic Priority	Time
<p><b>9. Bylaw Amendments (for approval)</b></p> <p>A notice of the 2026 Annual General Meeting was sent to members by email on April 9, 2026. The package included proposed amendments to BCVTA bylaws. We will review these proposed amendments now.</p> <p><b>We will present each amendment one by one, with a brief explanation of the current bylaw, the proposed change, and the rationale for it. After each amendment, members will have the opportunity to ask questions or request clarification.</b></p> <p><b>Once all amendments have been presented, we will proceed to vote on the full package as a single motion to rescind and replace the current bylaws. Approval by membership will then allow us to submit these changes for approval under the BC Societies Act before they are enacted.</b></p>	President	1	10:47 AM

Topic for Discussion	Champion	Strategic Priority	Time
<p>The first four proposed amendments are housekeeping changes that will improve the clarity and consistency of the bylaw, including definitions, consistent number, and gender-neutral language.</p> <ul style="list-style-type: none"> <li>● Definitions: review each change, ask for questions after all have been presented.</li> <li>● Consistent numbering: <ul style="list-style-type: none"> <li>○ Page numbers are formatted in a way that allows them to move with the text.</li> <li>○ Current formatting uses items such as 2.8 a, b, c, so we would like to update this to 2.8.1, 2.8.2, etc. to standardize numbering and formatting throughout the document to improve clarity, navigation, and consistency.</li> <li>○ Other updates include formatting and punctuation to improve readability and consistency.</li> </ul> </li> <li>● Gender neutral language: <ul style="list-style-type: none"> <li>○ Replacing instances of he/she and her/him to they/them or their/theirs, etc.</li> </ul> </li> </ul> <p>The following proposed amendments are substantive changes. We will go through them now:</p> <ul style="list-style-type: none"> <li>● Bylaw 1.3 Conflict with Act or Regulations <ul style="list-style-type: none"> <li>○ Insert missing word</li> </ul> </li> </ul> <p><b>Questions? none.</b></p> <p>We will go through the next three proposed amendments before we stop for questions or comments: <a href="#">10:54 AM</a></p> <ul style="list-style-type: none"> <li>● 2.2 Classes of Membership, 2.2.b.i. Non-Resident Member: <ul style="list-style-type: none"> <li>○ The non-resident membership category was created to provide a measure of support for members living in Canadian provinces and territories without a governing body.</li> <li>○ This category was implemented as a Non-Voting membership.</li> <li>○ However, the Board of Directors believes that excluding members from voting based on their residence does not align with the Society’s mission of leading and advocating for our profession, nor with the practices of similar associations.</li> <li>○ The proposed amendment aims to ensure equitable treatment and representation within our organization by granting non-resident members full active member status.</li> <li>○ There are two key considerations for this change:</li> </ul> </li> </ul>			

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<ul style="list-style-type: none"> <li>■ <b>Adaptation to Changing Work Dynamics:</b> With the increase in locum, virtual care, and telehealth opportunities, the Board of Directors believes that it is necessary to amend this category of membership to include members from provinces and territories that do have governing bodies that may have different legislation and regulations than BC.</li> <li>■ <b>Benchmarking with other Provincial Associations</b> All other Veterinary Technologist/Technician Associations and some Veterinary Medical Associations that allow membership of RVTs allow non-resident members with voting rights, under regular Registered Veterinary Technology/Technician membership, with no delineation in membership category based on geographical location.</li> <li>○ <b>Maintaining a Local Focus</b> <ul style="list-style-type: none"> <li>■ This amendment is accompanied by a proposed amendment to section 6.4, proposing requirements regarding the composition of the Board of Directors to ensure that the Society remains focused on veterinary technology in British Columbia.</li> </ul> </li> <li>● 2.3 Eligibility Requirements for membership classes. <ul style="list-style-type: none"> <li>○ If members are in favour of amending bylaw 2.2, it is recommended to remove 2.3.(a)(iv) is ordinarily resident in British Columbia for alignment.</li> </ul> </li> <li>● 2.3 d. A Non-Resident Member is a Person who: <ul style="list-style-type: none"> <li>○ If members are in favour of amending bylaw 2.2, then this bylaw is no longer required.</li> </ul> </li> </ul> <p><b>Q&amp;A: None.</b></p> <p>Before we discuss this next bylaw amendment, we would like to provide some clarifying information. Bylaws are the overarching rules that govern an organization. These include things like who are the members, what is eligibility, who will oversee the work of the organization and who qualifies to be part of that oversight. Bylaws are decided by the members and cannot be changed with member participation.</p> <p>Policies are the finer details that provide a framework for members, Board of Directors, and staff to guide work and ensure that bylaws are being followed.</p> <p>For example, if the Bylaw says that members are required to complete continuing education to maintain membership, the policy can determine how many hours are required.</p> <p>Policies can be amended by the Board of Directors and allow the organization to adapt to changing circumstances more easily without affecting the overall structure of the organization.</p>			

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<ul style="list-style-type: none"> <li>● <b>2.10 Duties of Members, 2.10.2: Codes of Ethics</b> <ul style="list-style-type: none"> <li>○ The current bylaws indicate that all members must abide by codes of ethics adopted and published by the Society, however, including the National Society of Veterinary Technicians.</li> <li>○ The BCVTA Board would like to recommend removing codes of conduct from the bylaws and naming them in policies instead. The National Society of Veterinary Technicians is no longer the correct organization name and the Board would like to create, review, and update a more BC specific Code of Ethics.</li> </ul> </li> </ul> <p><b>Questions? None</b></p> <ul style="list-style-type: none"> <li>● <b>6.4 Number of Directors</b> <ul style="list-style-type: none"> <li>○ To safeguard the association and ensure that the BCVTA remains focused on supporting the veterinary technology profession in BC, this amendment would ensure that the Board of Directors is made up of a majority of members residing in BC.</li> </ul> </li> </ul> <p><b>Questions? Virtual member asking if someone from PEI hypothetically could hold a position on the BCVTA BoD.</b></p> <p>Answer: BoD must sign a document indicating their best interest for the BCVTA. BCVTA members vote BoD members.</p> <ul style="list-style-type: none"> <li>● <b>Appointment of Directors</b> <ul style="list-style-type: none"> <li>○ This amendment provides clearer structure on what a qualified person is.</li> </ul> </li> </ul> <p><b>Questions? None.</b></p> <p>Finally, we will review the last three proposed amendments before calling for a motion.</p> <ul style="list-style-type: none"> <li>● <b>11.1 Officers</b> <ul style="list-style-type: none"> <li>○ As the BCVTA is no longer a member of RVTTC, it is recommended to remove these positions from the officers in the bylaws. As stated in Bylaw 11.1, the Board may create and remove officers as deemed necessary, by adding them to the Board in the BCVTA policies. The same is recommended for the CVBC Liaison position. This role and responsibilities of this position is already included in policy 3.4.12.</li> </ul> </li> <li>● <b>11.10 Role of the RVTTC Liaison</b> <ul style="list-style-type: none"> <li>○ Roles and responsibilities of Board and Committee positions can be clearly defined in BCVTA policies, which can be reviewed and updated more regularly as needed. The RVTTC</li> </ul> </li> </ul>			

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<p>Representative positions are no longer required by the BCVTA, so it is recommended to remove Bylaw 11.10 that describes the role of the RVTTC Liaison position.</p> <ul style="list-style-type: none"> <li>● <b>11.11 Role of the CVBC Liaison</b> <ul style="list-style-type: none"> <li>○ Roles and responsibilities of Board and Committee positions can be clearly defined in BCVTA policies, which can be reviewed and updated more regularly as needed. It is recommended to remove Bylaw 11.11, Sections 11.11.1 and 11.11.2 that describe the role of the CVBC Liaison position. This role is further defined in policy 3.4.12.</li> </ul> </li> </ul> <p>If approved by the membership, the amendments will then be submitted for approval under the <i>BC Societies Act</i> before being enacted.</p> <p>We will now review the proposed changes.</p> <p><i>Can a voting member:</i></p> <div style="border: 2px solid orange; padding: 10px;"> <p><b>MOTION that the current bylaws of the Society are rescinded in their entirety and replaced with the proposed amended Bylaws.</b>  <i>Alejandra Vargaras- Lubreras</i>  <b>And a second by Kris Andrews</b>  <b>Is there any Discussion or Additions? None</b></p> <p><i>Please go to “polls” and submit your vote for Ashley Bourdeau. The options are in favour, oppose or abstain.</i></p> <p><b>With:</b></p> <ul style="list-style-type: none"> <li>● 90.9% in favour</li> <li>● 7.8% opposed</li> <li>● 2.3% abstained</li> </ul> <p><b>MOTION that the current bylaws of the Society are rescinded in their entirety and replaced with the proposed amended Bylaws has passed.</b></p> </div>			
<p><i>Up next is the Annual Report, which is for information only. A copy of the Annual Report is available in the Pheedloop App under the Session Files for the AGM, if you would like a visual aside from our slides. Kim</i></p>		1/2/3/4	11:07 AM



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<p>the rising cost of catering, travel, and accommodations, the Board and staff continue to review the event to ensure the costs don't outweigh the revenue.</p> <p>With the BCVTA's growing membership, the organization hired a second staff member to assist with member support and communications, adding to the budgeted amount for staff compensation.</p> <p>The most significant expense for the year was the investment in government relations firm Hill and Knowlton to support the work on the Road to Regulation. This work included advocacy, building relationships with the BC government, awareness campaigns, and benchmarking.</p> <p><b>Cash Flow Analysis:</b></p> <p>Operating Account:</p> <ul style="list-style-type: none"> <li>● <b>Beginning Balance:</b> \$179,705.74</li> <li>● <b>Net Change (Debits-Credits):</b> -\$73,558.11</li> <li>● <b>Closing Balance:</b> \$106,147.63</li> </ul> <p>Savings Account:</p> <ul style="list-style-type: none"> <li>● <b>Beginning Balance:</b> \$123,766.95</li> <li>● <b>Net Change (Debits-Credits):</b> -\$18,352.63</li> <li>● <b>Closing Balance:</b> \$105,414.32</li> </ul> <p>As mentioned above, the GICs performed well. Many of them came to term this year and were reinvested. The fund balances as of March 31, 2026 are:</p> <ul style="list-style-type: none"> <li>● Long Term Non Redeemable GIC (3.0%): \$123,399.63</li> <li>● Cashable GIC (2.15%): \$33,961.90</li> <li>● Long Term Non Redeemable GIC (3.5%): \$67,007.35</li> <li>● Long Term Non-Redeemable GIC (5.9%): \$84,708.55</li> </ul> <p><b>Conclusion:</b></p> <p>The 2025-2026 Fiscal Year</p> <p>The BCVTA Board of Directors has approved the operating budget for the 2026-2027 fiscal year. Notable differences between the previous fiscal year budget and the 2026-2027 budget are increases in membership</p>	<p>Director at Large <i>Anne Pauluzzi</i></p>		

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<p>fees, decreased project expenses, and increased professional fees to offer the Novum legal support member benefit.</p> <p>As we will discuss at the Town Hall, the Board is continuing to invest funds into the Road to Regulation project by allocating previous year’s surplus funds, resulting in a planned deficit of approximately \$46,794.00.</p> <p>Overall, the association maintained a healthy financial position, despite applying previously accumulated surplus funds to offset the fees for services from Hill and Knowlton. Revenues increased from \$315,868.00 in 2025 to \$339,162.00 in 2026. This increase was mainly due to increased membership and increased attendance at events. Expenses increased significantly, again, mainly due to the regulation project with Hill and Knowlton and increased staff wages after hiring a second staff member. Expenses increased from \$281,946 in 2025 to \$407,693 in 2026. GIC investments remain strong and the balances have all increased. Overall, the fiscal year resulted in a deficit of \$68,531.00. This deficit was expected and less than originally planned due to consistent monitoring.</p> <p><b>Questions:</b></p> <p><b><i>Susan Taylor - Question regarding budget. Clarification regarding budget line items and naming.</i></b></p> <p><b><i>Bonnie Brokenshire - Long Term Non-Redeemable GIC (5.9%): \$84,708.55 correct on AGM AGENDA. Incorrect on presentation to members.</i></b></p>			

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<p><i>Thank you Emily, Amber, and Anne!</i></p> <p><i>It is with great pleasure that I introduce the final topic on the agenda. We have the results of the 2026 Wage and Compensation Survey and here to share the report is Finley and Associates Data Wizard, Mike Napier. Welcome Mike!</i></p> <p><b>11. 2026 Wage and Compensation Survey Report (for information/discussion)</b></p> <hr/> <p><i>Thank you so much for sharing all of that information.</i></p> <p><i>We'll now have a chance for the members to share their thoughts and ask any questions while we have Mike.</i></p> <p><b>Member Question: Regarding financial gifts and benefits. Wondering if there was any correlation between privately owned practices and corporate owned practices.</b></p> <p>Answer: Don't have direct data regarding these questions. Will look at the data.</p> <p><b>Member Question Virtual: When will members have access to the wage survey data.</b></p> <p>Answer: Could be another 1-2 months. Next month national ED's will be meeting in Edmonton to review the data.</p> <p><b>Member Question: (Nicole Scott) Wages - Could wages be broken down into years of service and monies earned?</b></p> <p>Answer: There is correlation between years working and wages made.</p> <p><b>Member Comment: (Brynne Haegermann) Regarding Life insurance/ Long term disability and pet bereavement. Wondering if those members are not fully utilizing their benefits. Reminder for members to review their benefits packages.</b></p> <p><b>Member Comment (Susan Taylor):Regarding wage survey, CVMA does a wage survey. Is the board aware about this and</b></p>	<p>President <i>Amanda</i>  <i>Mike</i></p>	<p>2</p>	<p>11:22 AM</p>

Topic for Discussion	Champion	Strategic Priority	Time
<p><b>are they using this data as well in regards to possibly compiling the data in the future.</b></p> <p>Answer: ED - Yes we are aware and in the future we would like to do a more inclusive survey.</p> <p><i>Because this topic was for information and discussion purposes only, the records will be filed.</i></p>			
<p><i>This brings us to the end of our formal agenda, with one item left on the hopper, and that is the</i></p> <p><b>12. Meeting Review</b></p> <p><i>We would love to hear what you feel went well during today’s meeting, as well as what could be improved.</i></p> <p><i>If you enter the Pheedloop App once again, navigate to today’s AGM session and here you will see an icon titled “Feedback” next to “Polls”. Please select the Feedback Survey and enter your comments before submitting.</i></p> <p><i>Feedback is always appreciated and taken into consideration when planning future town halls and AGMs, so your comments are always valued.</i></p> <p><i>I will give a few moments for people to complete the survey.</i></p>	<p>President <i>Amanda</i></p>	<p>1/3</p>	<p>11:50 PM</p>
<p><i>Before we adjourn, we wanted to mention that 2 CE credits are available to members in attendance. CE certificates will be available on the Pheedloop app in the coming week. Amber will send an email with instructions on how to access the certificates once they are ready. Please remember to download, print or save a copy of the certificate for your records.</i></p> <p><i>Thank you everyone for sharing your thoughts. Submitted comments will be included in the Meeting Minute Package that will be emailed to membership.</i></p> <p><i>This brings us to the true end of our agenda!</i></p> <p><b>13. Adjourn meeting - Q&amp;A after</b></p> <p><i>Can a voting member</i></p>	<p>President <i>Amanda</i></p>	<p>3</p>	<p>12:00 PM</p>

Topic for Discussion	Champion	Strategic Priority	Time
<p><b>MOTION to adjourn by <i>Jaskiran Sarai</i></b>  <b>And a second by Carly Chaput</b>  <b>Per Robert’s Rules, only a motion and a second are required to close a meeting, therefore the AGM is adjourned at 11:51 am</b></p> <p><i>Thank you again! Lunch is now ready, please help yourselves to some food and if you are interested, we will be holding a member Town Hall over the lunch hour.</i></p>			