



ICF Canada Annual General Meeting

June 6, 2017 ICF Summit, New York City

Agenda

- Welcome
- Confirmation of Board Members
- Nomination of New / Replacement Board Members
- Minutes
- Reconfirmation of Rotation Chart of Board Members
- Roles and Responsibilities of Board Members and Chairman
- Annual Report (2016)
- Plans for 2018+.
- Financials

1. Welcome (John G. Jung, Executive Director)

Good Morning. Welcome to ICF Canada Inc's 3rd Annual General Meeting. Previous AGM's took place on November 9, 2015 (Virtual) and on June 14, 2016 (Columbus, Ohio). My name is John Jung, Executive Director of ICF Canada and I will be the moderator of this AGM. At this time, I would like to call to order this AGM of ICF Canada.

2. Confirmations of Board Members (John G. Jung, Executive Director)

At the 2016 AGM, a full roster of Board Members were presented and approved. The following Board Members are the current Board for the next year:

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|-----------------------------|------------------|
| 1. Fredericton, NB | David Seabrook |
| 2. Lethbridge, Alberta | Trevor Lewington |
| 3. Montreal, Quebec | Stephane Goyette |
| 4. Parkland County, Alberta | Barb Scully |
| 5. Quebec City, Quebec | Carl Viel |
| 6. Surrey, British Columbia | Geoff Samson |
| 7. Toronto, Ontario | Kristina Verner |
| 8. Windsor-Essex, Ontario | Bob Campbell |
| 9. Winnipeg, Manitoba | Greg Dandewich |
| 10. Clearcable | Rob McCann |
| 11. Intermarket | Mark Kindrachuk |
| 12. Think Compass | Luigi Presta |
| 13. ICF Canada | John Jung |

3. Nomination of New ICF Canada Board Members and Replacements: (John G. Jung, Executive Director)

The ICF Canada Executive Committee, acting as its Nomination Committee has reviewed the materials for the replacements and new ICF Canada Board members and has made the following recommendations:

Motion by Rob McCann: I recommend the following new Board Members for the rotation period 2017- 2019:

1. Moncton, New Brunswick Kevin Silliker (replaced Ben Champoux)
2. Ottawa, Ontario Blair Patacairk (replaced Bruce Lazenby)
3. Lambton College Mehdi Sheikhzadeh
4. Hamilton, Ont. Fred Eisenberger

Greg Dandewich: I Second the Motion

All those in favor? The Motion is unanimously approved. Welcome to the new Board Members.

4. Minutes of June 14, 2016 (Columbus, Ohio) (John G. Jung, Executive Director)

Are there any Board members that would like to put forward a motion to approve the June 14, 2016 AGM Board Minutes?

Motion by Luigi Presta: I approve the adoption of the AGM Minutes dated June 14, 2016.

David Seabrook: I Second the Motion

All those in favor? The Motion is unanimously approved.

5. Reconfirmation of Rotation Chart of Board Members (John G. Jung, Executive Director)

Motion by Stephane Goyette: I recommend the reconfirmation of the rotation chart of Board Members of ICF Canada for the two year terms as indicated in the attached chart

Bob Campbell: I second the Motion

All those in favor? The Motion is unanimously approved.

7. Roles and Responsibilities of Board Members and Chairman (John G. Jung, Executive Director)

The attachment provides a list of roles and responsibilities for the Board members and the Chairman.

Motion by Blair Patacairk: “I recommend the list of roles and responsibilities of the Board Members of ICF Canada and its Chairman as indicated in the attached Appendix”

Trevor Lewington: “I second the Motion”

All those in favor? The Motion is unanimously approved.

8. Annual Report for 2016 (John G. Jung, Executive Director)

Attached is the report on ICF Canada’s activities in 2016. Many of the activities discussed to create a track record for ICF Canada took place in 2016. Key areas included undertaking:

- a. The ICF Canada Survey, Analytics and Production of the report, “Sharpening Canada’s Competitive Edge”, supported by an ICCI matching fund.
- b. The development of Think Canada’s lead generation efforts for the October 2016 program in Niagara Falls, supported by an ICCI matching fund.
- c. Participation in the Economic Development Day in Niagara Falls as an added program to the Think Canada program.
- d. Business delegation to Eindhoven, Holland (September 2017).
- e. Business delegation planning for Taiwan (Feb 2017)
- f. Development of the Connected Countryside program including Two Rural Webinar programs featuring Stratford and Parkland County was supported by a matching grant from ICCI.
- g. Speaking engagements across Canada and around the world, promoting ICF Canada communities.
- h. ICF Canada’s Technical Committee produced the report entitled “Broadband: The Essential Utility” in the Fall, 2016 which validated the concepts that the CRTC announced in December 2016 including declaring broadband an essential service.
- i. Development of ICF Canada’s Newsletter
- j. The initial ICF Canada Website.
- k. A new Website was produced with a matching grant from ICCI

This report is provided for information and does not need to be approved.

9. Plans for 2018+ (John G. Jung, Executive Director)

The Business Plan produced for 2016 -2017 focused on developing the beginnings of a track record, following the 2015 ICF Summit from which ICF Canada grew. For 2018-2020, ICCI approved a study to develop a new business plan. It also approved matching funding in 2017 for translation services associated with ICF's Canada's current documents and/or Website content.

This report is provided for information and does not need to be approved. A new Draft Business Plan will be submitted to the Board before the end of 2017.

10. ICF Canada Financial Report (John G. Jung, Executive Director)

ICF Canada is still in its emerging stage. It is a national incorporated nonprofit that has been successful in securing matching grants from government programs that cover half of the cost of projects only, not any salaries or administrative costs of the organization. The list of projects, their cost and results are in the attached report. The report also covers an explanation of the membership fees and the revenue and expenses for ICF Canada. Finally, it concludes with an outlook for future fundraising.

Motion by Carl Viel (on the phone): "I recommend approval of the Executive Director's presentation of the ICF Canada Business Plan for 2017-2018 and its associated financial report. Furthermore I recommend that a committee of the Board and the Executive Director be formed specifically to develop and execute fund raising strategies with the view to generating sufficient annual funds to maintain a small office of ICF Canada and its approved activities based on an annual plan."

Geoff Sampson: I second the Motion

All those in favor? The Motion is unanimously approved.

This ends the 3rd Annual General Meeting for ICF Canada.