corrugated steel pipe institute

Annual Meeting

Minutes of the 64th Annual Meeting of Members
3:45 P.M. NL, Monday, June 23rd, 2025
Delta Hotel by Marriott, St. John's, NL

1. Call to Order and Notice of Meeting

Chair Ian Kalverda called the meeting to order and advised that the Notice of Meeting had been announced on January 17th, 2025, in accordance with the by-laws of the Institute.

2. Declaration of Proxy and Attendance

The following Principal Proxy Representatives and members were in attendance:

Principal Proxy Representatives

Ian Kalverda, Chair	E.S. Hubbell	Dave Watson	Leland
Todd Gray	ACI	Richard Northcutt	MarMac
Jina Robertshaw	AMD	P.C. Drouin	SDI
Scott MacRae	Armtec	Clément George	TUBAO
Terry Dunn	Atlantic	Mike Mounts	Valgroup
Bruce Matheson	Frontier	Jonathan Paton	Warner
Derek Niezen	Ironside	Ray Wilcock, Secretary	CSPI

Members

Marcia Stinson	AMD	Pat Mayne	Atlantic
Kamran Derayeh	AMD	Matt Field	Atlantic
Liz Bouchard	Armtec	Stephen Ryan	Atlantic
Roger Leger	Armtec	Mike Williamson	E.S. Hubbell
Darren Bauman	Armtec	Sherylynn Smith	Ironside
Glenn Smith	Armtec	Mike Green	Leland
Lorne Stuckey	Armtec	Hadrien Le Flanchec	TUBAO
Jason Sherwood	Atlantic		

The Chair asked if there was anyone present, holding a proxy for an absent member. Dave Watson for Byron Nelson (Leland) and Jina Robertshaw for Lucas Cooper (AMD).

The Chair declared that a quorum was present and the meeting regularly constituted for the transaction of business.

3. Minutes of Previous Annual Meeting, 17th June 2024

A motion was made by **Terry Dunn**, second by **Bruce Matheson** to accept the Minutes of the

63rd Annual Meeting of the Members held on the 17th of June 2024 at the Rimrock Hotel in Banff Alberta and was carried unanimously.

4. President's Report

Ian thanked all those members in attendance and stated that this was a record.

5. Financial Statements for the year 2024

The Chair advised that the financial statements as prepared by AccounTed Business Concepts Inc. covering the 2024 fiscal year were distributed prior to the meeting. A motion was made by **Terry Dunn**, second by **Glen Smith** to accept the financial statements for 2024 and was carried unanimously.

6. Nomination and Election of Directors For 2025-2026

The following slate of nominations for Directors of the Institute for 2025-2026 was presented:

Bruce Matheson
Bryon Nelson
Derek Niezen
Ian Kalverda
Jina Robertshaw
Jonathan Paton
Scott MacRae
Terry Dunn

A motion was made by **Jonathan Paton**, second by **Scott MacRae** to elect those nominated to the Board of Directors of the Institute for the 2025-2026 term and was carried unanimously.

7. Nomination and Election of Officers For 2025-2026

The following slate of nominations for Officers of the Institute for 2025-2026 was presented:

President	Ian Kalverda
Vice-President	Terry Dunn
Treasurer	Bruce Matheson
Secretary	Ray Wilcock

A motion was made by **Roger Leger**, second by **Dave Watson** to elect those nominated as Officers of the Institute for the 2025-2026 term and was carried unanimously.

8. Nomination and Election of Executive Committee For 2025-2026

The following slate of nominations for Executive Committee of the Institute for 2025-2026 was presented:

Bruce Matheson
Ian Kalverda
Jina Robertshaw
Scott MacRae
Terry Dunn

A motion was made by **Scott MacRae**, second by **Derek Niezen** to elect those nominated to the Executive Committee of the Institute for the 2025-2026 term and was carried unanimously.

9. **<u>Appointment of Public Accountants</u>**

The Chair reminded the members that for the past number of years the Institute has used the services of a local accountant in Cambridge ON to review the books. A motion was made by **Roger Leger**, second by **Jonathan Paton** to use the services of AccountTed Business Concepts Inc. to undertake the financial review for 2025 and was carried unanimously.

10. **Ratification of Actions of Directors and Officers**

A motion was made by **Glenn Smith,** second by **Pat Mayne** to ratify and approve all actions and proceedings of the Directors and Officers of the Corrugated Steel Pipe Institute during the period ended June 23rd, 2025, and was carried unanimously.

11. **Other Business**

None.

12. **Next Meeting**

The next meeting will be held in June 2026 in Kelowna British Columbia, week TBD at a place and time to be determined by the board.

13. **Adjournment**

A motion was made by **Mike Williamson**, second by **Roger Leger** to adjourn and was carried unanimously at **4:15 pm**.

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Ian Kalverda	Ray Wilcock
Chair	Secretary