



FenCan Annual General Meeting

May 20, 2021 1:30 pm – 2:30 pm (ET)

Zoom (Online)

MOTION SUMMARY

Item	Motion by	Second	Opposed	Carried
To accept the June 3, 2020 minutes from the Annual General Meeting.	Brad Fevold	Dave Goldsmith	N/A	Y
The membership approve the financial statements for the year ended December 31, 2020 as audited by the firm Gilmore and Company LLP.	Allan Doyle	Dave Goldsmith	N/A	Y
Gilmore and Company LLP be appointed public accountant of FenCan to hold office until the next annual general meeting or until their successors are duly appointed, and that the Board be authorized to fix the public accountants' remuneration.	Allan Doyle	Eddie Choe	N/A	Y
Approve the slate of directors as presented.	Mike Bruno	Dave Goldsmith	N/A	Y
Adjourn the Annual General Meeting at 2:16 pm ET.	Brad Fevold	Eddie Choe	N/A	Y

1. Call to Order

Mike Bruno welcomed the members to the 2021 Annual General Meeting. Stephane Labelle provided an overview of the antitrust statement and listed the prohibited topics for the meeting.

2. Call for New Business

N/A

3. Approval of the June 3, 2020 Annual Meeting Minutes

MOTION: To accept the June 3, 2020 minutes from the Annual General Meeting.

MOVED: Brad Fevold

SECOND: Dave Goldsmith

CARRIED.

4. President's Report

Mike Bruno presented the President's report. He highlighted that the association has:

- Added to our membership support by adding Lauren Hartley, our member services advisor
- Added to our Technical Department by adding Terry Adamson to the team
- Several official responses to a variety of government activities.



- Improved our connections with a wide variety of stakeholders.
- Continued our partnership with the CFIB providing an excellent resource for members.
- Increased our online activities with Tech Talks, and multiple webinars.

He also noted that:

- Marketplace by WinDoor 2020 was a successful event.
- 2020 was a Financial Success for our association. All of the events were revenue generators and our committees worked hard to keep their budgets on track.
- In 2020, we also worked closely with our regional committees who are thriving and are helping us deliver region specific services efficiently all across the country.

5. Review of the 2020 Year-End Financial Statements

Allan Doyle reviewed the 2020 Financial Statements. He noted the following:

- The unrestricted fund balance increased by \$82,528 to \$924,693.
- The restricted fund was accessed for \$25,000 to support CSA Standards development, and has a balance of \$70,000 at year end 2020. The fund was created in 2007 specifically for Standards Development. There are no ongoing commitments to fund standards development.
- Total government assistance in 2020, that is reflected in our final statement of 2020, is \$82,490. Without these payments Fenestration Canada would have an operating deficit of \$24,962.

MOTION: That the membership approve the financial statements for the year ended December 31, 2020 as audited by the firm Gilmore and Company LLP.

MOVED: Allan Doyle

SECOND: Dave Goldsmith

CARRIED.

6. Appointment of the Auditor

MOTION: That Gilmore and Company LLP be appointed public accountant of FenCan to hold office until the next annual general meeting or until their successors are duly appointed, and that the Board be authorized to fix the public accountants' remuneration.

MOVED: Allan Doyle

SECOND: Eddie Choe

CARRIED.

7. Committee Reports

Education

Steve Alward noted that Fenestration Canada's educational opportunities had a continued online presence this past year. They have created new ways to get our messages and content out to the membership. Because of COVID-19, WinDoor was moved online to the Marketplace by WinDoor, which had a great turnout, with 10 educational presentations offered. The Spring Conference was online this year with 6 educational presentations and with over 90 participants for each session. The focus for 2021 will be to continue creating and supporting educational content at a national and regional level through webinars and by increasing our online presence. WinDoor 2021 will be a hybrid trade show, offering both in person and online access.



Manufacturers' Council

Brad Fevold noted that they are trying to gather feedback from our membership on the various issues that they are encountering in the manufacturing industry. From here they determine solutions and make recommendations to the Board of Directors on how to tackle these issues. In the past couple of years, they have provided feedback on Energy Star, NRCAN's transformational goals, and various other activities. This year, there has been less spirited debate compared to the in person meetings.

Membership

Jason Wadel noted that the recent addition of the Member Services Advisor has enabled the membership committee to promptly complete their annual follow up and renewal membership process. Currently to date this year, we have 3 new members for 2021. We have 166 fully paid and renewed members, which compared to this time last year is about a 24% increase. Of our current membership, 45% are Manufacturers, 42% are Suppliers and 12% are Associates, Dealers and Friends of Fenestration. The Committee goals for 2021 are to gain more glass and ig suppliers as members and to explore new membership possibilities.

Technical Services

Dave Goldsmith noted that their last meeting was discussing the NRCAN transformation roadmap update. The experts team provided content for NRCAN's report, which is only for the advisory groups review and will not be a public document. A special meeting of the NAFS Labeling Task Group will be called to address the comments. Amy Roberts of FGIA gave a presentation on the Joint Canadian Fenestration Industry Initiative for Thermal Performance Compliance in Canada. Terry Adamson gave an update on the PHBI Fenestration Installer Training Program. Dave Goldsmith gave an update on the changes to the fall prevention requirements in the NBC 2020, where the committee decided that a code change request was to be made for the next code change cycle because there was one aspect of the code that was found troubling.

Events (Spring Conference and WinDoor)

Eddie Choe noted that this week, the Spring Conference kicked off for 2021. Unfortunately due to the COVID 19 pandemic, they were forced to cancel the event in Kelowna, BC and were tasked with conducting a virtual Spring Conference. With regards to WinDoor 2021, we are still planning on moving forward with a hybrid conference taking place in Toronto, ON and online. Next year's WinDoor show has also started to be planned and will take place in Quebec. The 2022 Spring Conference will be held in Charlottetown, PEI, and the Spring Conference 2023 will be held in Kelowna, BC.

8. Election of Directors

The following proposed slate of directors complies with the Bylaws, for a two-year term each:

- Steve Alward, Atlantic Windows Ltd. (returning director)
- Mike Bruno, Everlast Group of Companies (returning director)
- Eddie Choe, Trimlite Mfg. Inc (returning director)
- Allan Doyle, Global Windows (returning director)
- Cam Drew, Thermoproof Windows & Doors (returning director)
- Ron Edger, Centennial Windows and Doors (returning director)



- Brad Fevold, Marvin Windows & Doors of Canada (returning director)
- Robert Jutras, UL (returning director)
- Jennifer Small, Screenco Manufacturing Ltd. (returning director)
- Laura Weil, Euro Vinyl Windows & Doors Inc. (returning director)
- Jason Wadel, Veka, (New Director)
- JF Kogovsek, Fenestra, (New Director)

MOTION: Move to approve the slate of directors as presented.

MOVED: Mike Bruno

SECOND: Dave Goldsmith

CARRIED.

9. Closing Remarks

Mike Bruno thanked the membership and the Fenestration Canada sponsors.

MOTION: To adjourn the Annual General Meeting at 2:16pm ET.

MOVED: Brad Fevold

SECOND: Eddie Choe

CARRIED.