



**Process Safety Management Division Minutes**  
**Annual General Meeting**  
**October 8, 2015 8:00 – 9:00**  
**Hyatt Regency Calgary (Nielson 2)**  
**700 Centre Street SE, Calgary, Alberta**

(Members Present: Steve Coe, Gerard Chisholm, Edgar Ramirez, Peter Scantlebury, Gerry Phillips, Jyoti Patel, Terrance Wells, Hua Deng, Allison De Man, David Guss, Melanie Wilson, Adrian Pierorazio, Michelle Payne, Roland Andersson)  
(Members Teleconference: Morley Brownstein, Stacy Fernandez)

1. Welcome and Introductions  
The PSM Chair (Pierorazio) welcomed everyone, and full introductions of all in attendance were made.
2. Approval of the Agenda (Attachment 1)  
Motion: Guss, Seconder: Andersson, Approved.
3. Minutes of last year's AGM  
Motion: Andersson, Seconder: Guss, Approved.
4. Chair's Report (Attachment 2)  
Chairs report discussed work on CSA Standard, reviewed last year's conference, reviewed PSM survey (which received a very LOW response), noted renewed enthusiasm for the division.  
Motion: Phillips, Seconder: Guss, Approved.
5. Treasurer's Report 2013 (Norval) (Attachment 3)  
Treasurer's report was presented by Chair (Pierorazio) in absence of Treasurer (Norval). Changes suggested: typo in the year for investment income (2012), host for next year's division meeting to reduce costs and hold AGM as part of conference to increase participation, there was no special award session so that cost can be removed.  
Motion: Phillips, Seconder: Coe Approved pending corrections.
6. Election of Officers (Attachment 4)



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2-year term for Chair, Vice Chair, Past Chair, Secretary and Treasurer no changes. Suggested to remove Rob Cairns, Guss' role as CSCHE Executive will be removed (Richard??? to replace), Wilson indicated that CEPA is not on board with PSM.

Motion: Coe, Seconder: Guss, Approved.

7. New business – None

8. Date of next AGM

Last 20 minutes of the Monday Session in Quebec City, Quebec – Monday, October 17, 2016 17:00.

9. Meeting Adjourned

#### ACTION ITEMS

- Review treasurer's report NORVAL
- Update PSM Executive PAYNE