

# NOTICE

## Annual General Meeting 2019



DEAR QUÉBEC ABORIGINAL TOURISM MEMBERS, WE ARE PLEASED TO INVITE YOU TO OUR ANNUAL GENERAL MEETING (AGM) WHICH WILL KICK OFF WITH A TRAINING

Tuesday,  
November 5, 2019

Training staff recruitment  
& retention : 10 a.m.

AGM:  
1:30 p.m.

CLUB ODANAK  
C.P. 638 Lac Castor, La Tuque (QC) G9X 3P5  
[clubodanak.com](http://clubodanak.com)

### TRAINING: STAFF RECRUITMENT & RETENTION

Once again, this year, before its Annual general meeting, Quebec Aboriginal Tourism is offering a morning training session on a subject matter requested by its members. The training will be FOCUS Ressources humaines and will address the hot topic of staff recruitment and retention.

In our sector, where labour is scarce, preparation is key when hiring a new employee. During the training, you will learn about each step of the hiring process, from drafting a standout job offer to crafting the questions and structure of interviews, while always projecting the best possible image of your enterprise. The training goes further and equips you to address the challenge of staff retention. You will acquire the necessary skills to develop, implement and support HR initiatives and programs that will help you achieve your business goals through an engaged workforce.

**FOCUS**  
RESSOURCES HUMAINES

By participating in this training/conference, you have the chance to win three hours of personalized recruitment and retention consulting!

# NOTICE

## ANNUAL GENERAL MEETING 2019



### ANNUAL GENERAL MEETING

Besides being a decision-making platform, this meeting gives you – our members – the opportunity to view the annual report and the financial statements audited as at March 31, 2019, to elect members of the Board of Directors and deal with any other item on the agenda. It is also a unique chance to network with other stakeholders of Quebec's Indigenous tourism industry.

Kindly confirm your presence at this AGM before Friday, October 25, by filling out the attached reply-coupon and sending it at [mcloutier@tourismeautochtone.com](mailto:mcloutier@tourismeautochtone.com). One reply-coupon is required per member.

Are you interested in joining our Board of Directors? Please refer to the attached nomination information.

### ELECTIONS

For the period 2019-2020, 5 regular seats with a 2-year term, are up for elections on the Board of Directors, of which:

3 seats are for active members  
(Indigenous tourism enterprises)

1 seat is for a delegate member  
(Indigenous community or organization)

1 seat is for an associate member  
(non-Indigenous enterprise or organization)

### ACCOMMODATION

Members are responsible for their accommodation and transport costs. Here is a suggestion for nearby accommodation. For more information and reservation : Club Oadanak 819-523-8420  
[www.clubodanak.com](http://www.clubodanak.com)

Looking forward to welcoming you,

Yours sincerely,

**Steeve Gros-Louis**  
President

### PROPOSED AGENDA

9:30 a.m. .... Registration

10:00 a.m. .... Training session: STAFF RECRUITMENT & RETENTION

12:00 p.m. .... Complimentary networking lunch

1:30 p.m. .... Annual General Meeting

1. Opening
2. Welcome speech by the President
3. Reading and adoption of the agenda
4. Reading and approval of the minutes of the previous AGM held on November 8, 2018
5. Annual report for the period 2018-2019
6. Presentation of financial statements audited on March 31, 2019
7. Appointment of auditors for 2019-2020
8. Elections : appointment of officers
9. Question time
10. Adjournment of the meeting

4:30 p.m. .... Door prize

# REPLY-COUPON

## PRESENCE AT THE AGM



An incorporated member must be represented by a person duly appointed upon membership. Only this person can act (speak, vote) in the name of the member at the AGM. This representative cannot be replaced by someone else at the meeting. Moreover, he/she cannot represent more than one member, except in the case of related enterprises.<sup>1</sup>

Please fill out and return this coupon by Friday, October 25, to confirm the presence of your representative at the AGM. Return by fax on 418 843-7164 or by email at: [mcloutier@tourismeautochtone.com](mailto:mcloutier@tourismeautochtone.com)

I CONFIRM MY PRESENCE AT QAT'S AGM ON THUESDAY, NOVEMBER 5, 2019,  
AT THE CLUB ODANAK:

Training, lunch and AGM       Lunch and AGM       AGM only

Member enterprise  
OR organization

Member category       Active       Associate       Delegate       Auxiliary

OFFICIAL  
representative

Telephone

Email

Signature

Date

*\*Please inform us in case of food allergies.*

1. General regulations, 14. Representation of members, page 11



## INFORMATION - NOMINATION

### 2019-2020 BOARD OF DIRECTORS

Any enterprise and/or organization duly registered as a member in good standing of QAT can submit the nomination of its official representative to become part of QAT's Board of Directors (except for auxiliary members). To ensure legal compliance, no vote by proxy shall be accepted.

QAT is managed by a Board of Directors composed of 9 people elected by voting members, 5 of whom are chosen among active members, 2 among associate members and the remaining 2 among delegate members. Appointments are for 2-year terms.

## 2019-2020 TERMS OF OFFICE: 2 YEARS

For the period 2019-2020, 5 regular seats with a 2-year term, are up for elections on the Board of Directors, of which:

**3 seats are for active members (Indigenous tourism enterprises)**

**1 seat is for a delegate member (Indigenous community or organization)**

**1 seat is for an associate member (non-Indigenous enterprise or organization)**

## NOMINATION

To submit your nomination, please fill out the attached form and return it by **October 25, 2019**, at [mcloutier@tourismeautochtone.com](mailto:mcloutier@tourismeautochtone.com).

You can also submit your nomination on the spot provided there is a motion from the floor in your favour.

In case you will not be present at the AGM, please write a letter explaining your interest in becoming a member of the board and provide a short biography so that we can introduce you. You can also send us a video or delegate another member to speak on your behalf.

# NOMINATION FORM

2019-2020 BOARD OF DIRECTORS QUÉBEC ABORIGINAL TOURISM



I HEREBY WISH TO APPLY FOR A POSITION ON QAT'S BOARD OF DIRECTORS.

Member enterprise  
OR organization

Member  
Category

Active

Associate

Delegate

Full name

Occupation

Address

Telephone

Email

Signature

I WILL BE PRESENT AT THE AGM

I WILL BE ABSENT AT THE AGM - MY NOMINATION WILL BE PRESENTED BY:

## **2019-2020 elections: 5 seats are up for election**

- Active members: 3 seats are up for election
- Delegate members: 1 seat is up for election
- Associate members: 1 seat is up for election

QUEBEC ABORIGINAL TOURISM

510-50, boul. Chef Maurice Bastien, Wendake (Québec) G0A 4V0 | Tel: 418-843-5030 Toll-free: 1-877-698-7827  
Email: info@tourismeautochtone.com