

ATTENTION

All voting delegates and members attending must have a valid 2019 affiliate membership.

Voting delegates will be asked to produce their 2019 membership card at the registration desk.

If you do not have your 2019 affiliate membership card you will not be eligible to vote.



GENERAL INFORMATION

REGISTRATION DEADLINE MARCH 29, 2019

Submit your registration form to MWF with full payment:

BY FAX with credit card information to: 204-632-5200

BY EMAIL with credit card information to: ekrotowich@mwf.mb.ca

BY MAIL with cheque or money order to: 406-1200 Sherwin Road, Winnipeg, MB R3H 0K4

REGISTRATION FOR CONVENTION:

A general registration form has been attached to this package. Please include all names of the individuals attending and the number of each meal that will be required.

ACCOMMODATIONS:

A block of rooms has been reserved at the Canad Inns Destination Centre. For details, see the hotel information sheet at the end of this package. Please book your reservations with Canad Inns prior to **March 10, 2019**.

MEALS:

As all meals must be booked with the hotel in advance, we unfortunately are unable to sell meal packages during AGM & Convention. Therefore, we ask that all meal packages be purchased and pre-paid prior to **March 29, 2019**.

Cancellation of registration for convention and meals after **March 29, 2019** will not be eligible for a refund.

VOTING DELEGATES:

For the purpose of voting on resolutions, changes to the constitution, executive committee election, motions and the transaction of business, each affiliate club will be entitled to 1 voting delegate for each 50 members or fraction thereof (with a minimum 12 members), and 1 additional voting delegate for each 50 thereafter, to a maximum of 5 voting delegates per affiliate club.

The number of voting delegates per affiliate club is calculated on 2018 memberships submitted to MWF. Single memberships count as 1 member, and family memberships count at 2.

All voting delegates and members attending must have a valid 2019 membership. Voting delegates will be asked to produce their 2019 membership card at the registration desk.

Absolutely no exceptions will be made to this stipulation.



RESOLUTIONS & CHANGES TO THE CONSTITUTION

The constitution of the Manitoba Wildlife Federation defines a resolution as a “written statement and proposed solution to an issue or concern” and “may contain a change to the Federation’s policies, programs, and procedures”.

Resolutions that are passed by a 2/3 majority form the policy and guidelines that the President and Executive Committee follow on behalf of the membership.

The deadline to submit a resolution or change to the constitution must be received by the Manitoba Wildlife Federation by **February 11, 2019**. Submitted resolutions and changes to the constitution will be reviewed by the Executive Committee and mailed back to all affiliate clubs for discussion at the club level.

All resolutions will be brought to the floor for discussion followed by voting at our Annual General Meeting and Convention on **April 13, 2019** in Portage la Prairie. **If your club is wanting to submit a resolution or change to the constitution, please use the template provided to your club.**

A representative from your club must be in attendance at the meeting to bring the resolution to the floor.

Please submit completed forms to Kathleen Melnychuk at kmelnychuk@mwf.mb.ca.

Additional forms can also be found on the MWF website.

RESOLUTION/CHANGE TO THE CONSTITUTION TEMPLATE

Please follow the provided format and guidelines when submitting a resolution or a change to the MWF constitution.

RESOLUTION TITLE: (The title summarizes the topic of your resolution)

AFFILIATE NAME and CONTACT: (List the name submitting the resolution along with a contact person/committee, phone number and email)

BACKGROUND: This section is important, and presents relevant information and is where you can make the case for your resolution. The background statement applies directly to the purpose of the resolution as its first and last sentence. You must justify why you think the membership should adopt this resolution. Include history and consequences as the issue that you believe is relevant. The background statement must allow for the first sentence designed here to the topic, as the second sentence you can provide the same information they will be to come on this issue. **NOTE:** This section is only for background information, not where you present your proposal for a resolution/ change/ item.

RESOLUTION: The business section contains either a motion or policy change. If you have multiple motions or resolutions, each section must begin separate clauses. Every clause begins with the words "Resolved", and should end with "and be it further" except if it is the final clause. All clauses must be relevant to the overall item explained in the background.

For Example:

Resolved: That... add your meeting clause here. You may call for a clause within six years or after that needs some development by the board, working group etc. and, be it further

Resolved: That... you may propose a second meeting clause if you are requesting a separate motion related to the same topic. There is no limit to the number of previous clauses. But each clause must present a new clause that is a new meeting clause.

All resolutions or changes to the constitution must be submitted to the Manitoba Wildlife Federation by **PHONE: (204) 223-3227** via mail, fax or email.

Manitoba Wildlife Federation
604-1388 Stearns Street
Portage, MB R2H 0E4
Email: info@mwf.mb.ca
Fax: 204-401-2280

Resolutions and Change to the Constitution Template is also available on the MWF website at: www.mwf.mb.ca

RESOLUTION TEMPLATE

Please follow the below format when submitting a resolution or a change to the MWF constitution.

RESOLUTION TITLE: _____

AFFILIATE NAME: _____

AFFILIATE CONTACT: _____ PHONE NO.: _____

EMAIL: _____

BACKGROUND:

RESOLUTION:

Resolved: That _____

Resolved: That _____

Please attach resolution/ meeting clause if needed.



75th AGM & Convention — April 12th & 13th, 2019 — Canad Inns, Portage la Prairie



Friday, April 12, 2019 Tentative Agenda

TIME	AGENDA
11:00AM	Registration Table Open
1:00PM	Call to Order / Welcoming Remarks
	Approval of 2018 AGM Minutes
1:15PM	Audit Report
	Motion to Approve 2018 Audit Report & Approval of Auditor for 2019
1:30PM	2018 Organization Overview & 2019 Budget – Brian Kotak
2:00PM	Coffee Break
2:15PM	Program & Event Update – Carly Deacon & Kathleen Melnychuk
2:30PM	Membership, Marketing & Communication Update – Noel Linsey
2:45PM	Insurance Update – Tracey Malone
3:00PM	MWF Habitat Foundation – Larry Milian
3:15PM	Canadian Wildlife Federation – John Williams
3:20PM	Big Game & Lake Winnipeg Advocacy Update – Brian Kotak
3:50PM	Open Floor Discussion
4:00PM	Meeting Adjourns
5:45PM	Reception
6:15PM	Opening Remarks – MWF President
6:30PM	Grace & Dinner
7:30PM	Volunteer Service Awards and Affiliate of the Year Award
8:30PM	Hospitality Room



75th AGM & Convention — April 12th & 13th, 2019 — Canad Inns, Portage la Prairie



Saturday, April 13, 2019 Tentative Agenda

TIME	AGENDA
8:00AM	Registration Table Open
9:00AM	Call to Order / Welcoming Remarks
9:05AM	Resolutions & Notices of Motions
10:30AM	Coffee Break
10:45AM	Fisheries Branch Update / Q & A
11:30AM	Wildlife Branch Update / Q & A
12:30PM	Lunch
1:30PM	Call to Order
1:30PM	Fish & Wildlife Enhancement Fund Update – John Williams
1:40PM	Hunting Seminar – Jason Dyck
2:05PM	Fishing Seminar
2:30PM	Coffee Break
2:45PM	Gold Awards
3:00PM	Guest Speaker
3:30PM	Open Floor Discussion
3:45PM	Executive Committee Elections
4:30PM	Oath of Office
4:45PM	Meeting Adjourns



75th AGM & Convention — April 12th & 13th, 2019 — Canad Inns, Portage la Prairie



Saturday April 13, 2019 Tentative Agenda

TIME	AGENDA
6:00PM	Reception
6:30PM	Opening Remarks – Newly Elected MWF President
7:00M	Grace & Dinner
8:00PM	Awards – Jack Dunlop Memorial Conservation and Manitoba Outdoor Heritage
	75 Years in Review – Video
	MWF Roast & Toast
8:30PM	Raffle Draws & Photo Contest Winners
9:00PM	Hospitality Room

***Join us at the Hospitality Room for beverages
& snacks!***

Ambassador A (upstairs)

Friday, April 12th at 8:30PM

Saturday April 13th at 9:00PM

75th AGM & Convention — April 12th & 13th, 2019 — Canad Inns, Portage la Prairie



FRIDAY APRIL 12, 2019

SATURDAY APRIL 13, 2019

REGISTRATION: 11:00AM
RECEPTION : 5:45PM

MEETING: 1:00PM—4:00PM
DINNER: 6:30PM

REGISTRATION: 8:00AM
RECEPTION: 6:00PM

MEETING: 9:00PM—4:45PM
DINNER: 7:00PM

ASSOCIATION: _____

NAME: _____ PHONE #: _____

NAME: _____ PHONE #: _____

NAME: _____ PHONE #: _____

NAME: _____ PHONE #: _____

NAME: _____ PHONE #: _____

No.		Cost / Person	Total Price
_____	Convention Registration	\$40	\$ _____
	All convention business session on Friday and Saturday including 3 coffee breaks		
_____	Friday Dinner	\$45	\$ _____
	Cream of mushroom soup and tossed salad, Canadian Strip Lion with Brandy au Jus, garlic mashed potatoes, glazed carrots, garlic buttered broccoli, and tiramisu		
_____	Saturday Lunch	\$30	\$ _____
	Soup and Deli-Style Sandwiches, with crudités and dip, and dainties		
_____	Saturday Banquet	\$60	\$ _____
	Butternut squash soup and spinach salad, Napa Valley Chicken (grilled chicken with sun-dried tomato pesto, roasted peppers, melted cheddar and mozzarella cheese), rice, asparagus, garlic buttered broccoli, and cake		

Please advise if you have any food allergies or dietary restrictions. **Total \$ _____**

Cost include 5% GST, 8% PST, 15% gratuity and all equipment rental fees charged by Canad Inns.

No meals will be sold after March 29, 2019 or during Convention.

Cancellations of convention registration and meals received after March 29, 2019 will not be eligible for a refund.

Payment Method (Payable to the Manitoba Wildlife Federation)

Cash Cheque Visa MasterCard

Print Name as shown on card: _____

Card Number: _____ Exp. Date ____ / ____



75th Annual Convention Sponsorship

If you are interested in contributing as a sponsor or donating a prize towards our raffle table, please fill out the sponsorship form below and/or drop off any prize donations to the MWF Office.

MWF appreciates any and all donations towards the 75th Annual General Meeting and Convention.

Sponsorship Levels

Bronze Coffee Break Sponsor: \$100

Silver Awards Sponsor: \$150

Gold Gun Sponsor: \$250

Contributions received prior to March 18, 2019 will be acknowledged in the delegate package and evening slideshows.

Sponsorship / Prize Donations

Name / Association: _____

Phone #: _____ Email: _____

Please accept my/our donation of:

\$100 \$150 \$250 Other \$ _____

Donation of prize for fundraising: _____

Payment Method (Payable to the Manitoba Wildlife Federation)

Cash Cheque Visa MasterCard

Print Name as shown on card: _____

Card Number: _____ Exp. Date ____ / ____



Reminisce with MWF!

In the spirit of the MWF celebrating our 75th Anniversary, we want to reminisce with you by hosting a **Photo Contest!**

We want your submissions of **hunting, fishing and outdoors related photos.**

All submissions will be reviewed by the MWF Staff and Executive Committee, and the top 5 photos from each category will be on display at the 75th AGM & Convention.

All attendees registered for the AGM & Convention will have the opportunity to vote for their favorite photo in each category on Friday and Saturday. Prizes will be awarded to the top 3 photos in each category. Winners of the Photo Contest will be announced on Saturday during the banquet, and will be posted on the MWF website!

Send a **digital copy** of your hunting, fishing and outdoors photos to kmelnychuk@mwf.mb.ca, please include your first and last name, location the photo was taken, which category your photo should be entered in, and if you would like your photo posted on the MWF website under Show Your Stuff.

All photos must be submitted by **March 22, 2019** to be entered into the photo contest.





Calling All Clubs!

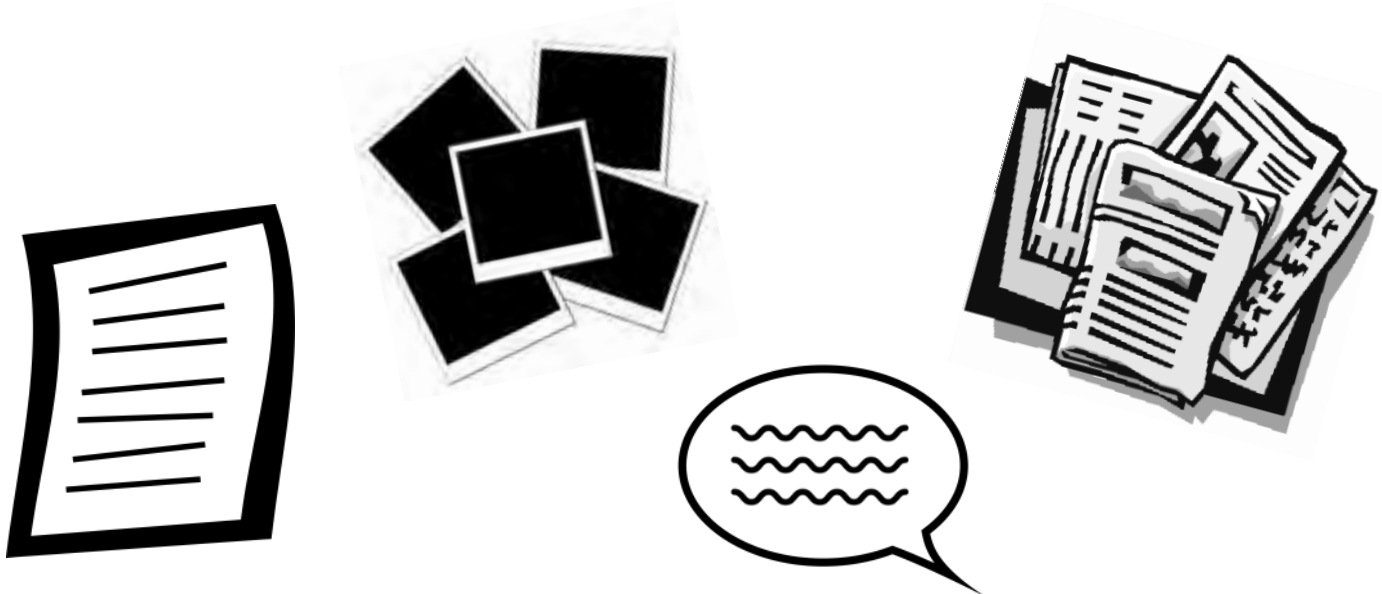
We want to know what is going on with your club!

In celebration of the 75th Anniversary of the Manitoba Wildlife Federation, we want to boast about your clubs successes, and we want to advocate what your club will be doing in 2019! Our clubs are full of amazing, passionate and enthusiastic people who are working on exciting and meaningful programs, events and initiatives, and we want to honour them with you!

Throughout the year, MWF wants to highlight your clubs successes through various platforms of social media, magazine inserts, website posts and more!

Please send *digital copies* of photos, stories, quotes, anything you want to be highlighted to kmelnichuk@mwf.mb.ca. Please include your first and last name, your club name, when your program or event happened, and a short paragraph explain the program or events objectives.

Materials must be submitted to MWF by **March 22, 2019** to be included in the AGM slideshow, used in the Outdoor Canada West Magazine, and throughout the year.





Canad Inns Destination Centre Portage la Prairie

2401 Saskatchewan Ave W

Portage la Prairie, MB

Phone: 204-857-9745

Guestroom Information

Guestroom Rate : \$115.00 plus taxes/night

Check In—3:00pm Check Out—11:00am

Please note that room bookings do not include breakfast.

Reservation Information

Rooms are held under Manitoba Wildlife Federation—**Group #240817** . To make your reservation please call 204-857-9745 and quote the group name or number. **All reservations under this block of rooms need to be made prior to March 10, 2019.** Any rooms reserved after that will be on a “space available basis”.