



## **ANNUAL GENERAL MEETING 2016-2017**

**Wednesday, June 28, 2017  
Sandy Hill Community Health Centre  
221 Nelson Street  
Board Room  
6:30 p.m. – 8:00 p.m.**

Chair: Lynn Marchildon  
Recorder: Cristina Coiciu

### **APPROVED MINUTES**

The business meeting was preceded by a Meet-and-Greet reception.

#### **OPENING REMARKS**

Ms. Lynn Marchildon, Chair of the Board for 2016-2017, welcomed staff and members of the Sandy Hill Community Health Centre, Inc./Centre de santé communautaire Côte-de-Sable, Inc. (SHCHC/CSCCS), and other interested residents of the community to the Annual General Meeting (AGM). She acknowledged and thanked the special guests in the audience for attending the meeting: Hon. Mona Fortier, MP for Ottawa-Vanier, Mr. Mathieu Fleury, City Councillor for Ottawa-Vanier, Ms. Wendy Muckle, Executive Director of Ottawa Inner City Health (OICH).

#### **2016-2017 SHCHC AWARD FOR EXCELLENCE IN HEALTH PROMOTION**

Ms. Lynn Marchildon invited Mr. Filip Szadurski, Board Vice-Chair and Chair of the Emerging Issues Committee, to present the award for this year. Mr. Szadurski explained the eligibility and award criteria, and the reason for the creation of the award. He informed the audience that this year one nomination has been received for Ibrahim Musa, the Executive Director of Cuts for Kids. The Emerging Issues Committee reviewed the application and voted in favour of Ibrahim Musa, as he demonstrates significant leadership by strengthening health knowledge and skills, sustains environments supportive of health and has a significant impact on the determinants of health relevant to the community of Strathcona Heights.

Mr. Ibrahim Musa accepted the award and thanked SHCHC Board for this honour.

#### **THE AOHC'S TRANSFORMATIVE CHANGE AWARD AND VIDEO CLIP PRESENTATION**

The Board Chair congratulated the Centre for receiving this year's Transformative Change Award, offered each annually by the Association of Ontario Health Centres (AOHC) to leaders, innovators, collaborators and health champions who have been working at the forefront of transformative change, helping Community Health Centres (CHCs) to achieve their vision of the best possible health and wellbeing for everyone living in Ontario. With this award, the AOHC recognized the work of the Sandy Hill CHC, Parkdale Queen West CHC and South Riverdale CHC in expanding harm reduction programs to include

Supervised Injection Services. Ms. Marchildon presented the award plaque and introduced the video clip produced by the AOHC, with the participation of Board members, staff and clients from the three centres.

## **BUSINESS MEETING**

Ms. Lynn Marchildon called the business meeting to order at 7:00 p.m.

### **1) DECLARATION OF CONFLICT:**

Ms. Lynn Marchildon asked members to declare any conflict.  
*No conflict was declared.*

### **2) RULES OF ORDER AND ELIGIBILITY OF VOTING MEMBERS:**

Ms. Marchildon indicated that the meeting would follow Robert's Rules of Order. She informed those in attendance that the meeting would be conducted in both official languages.

All those in attendance were reminded that, in accordance with the current corporation's by-laws, all members eligible to vote were given voting cards.

Copies of the agenda, annual reports, audited financial statements and draft minutes from the 2015-2016 AGM were distributed at the meeting, in compliance with our by-law requirements for notice (section 12; art. 12.03).

### **3) VERIFICATION OF QUORUM:**

Cristina Coiciu informed Ms. Marchildon that there was quorum to hold the AGM (more than 10% of the membership).

### **4) APPROVAL OF THE AGENDA:**

Ms. Lynn Marchildon asked for a motion to approve the agenda.

*It was moved by R.T. and seconded by F.S. to approve the agenda as presented.*

**ALL IN FAVOUR – CARRIED**

### **5) APPROVAL OF MINUTES OF THE 2015-2016 AGM (JUNE 29, 2016):**

Ms. Lynn Marchildon asked for a motion to approve the Minutes of the AGM 2015-2016.

*It was moved by E.S. and seconded by B.L. to approve the minutes of the AGM 2015-2016, as presented.*

**ALL IN FAVOUR – CARRIED**

#### **1. SANCTIONING ACTIONS OF THE BOARD OF DIRECTORS FOR 2016-2017**

Ms. Lynn Marchildon asked for a motion to sanction the actions and decisions of the Board of Directors for the year 2016-2017.

*It was moved by A.M. and seconded by K.W. to endorse the motion, as presented.*

**ALL IN FAVOUR – CARRIED**

## 6) BOARD CHAIR'S REPORT:

Ms. Lynn Marchildon presented highlights of the Board's work over the past year, and acknowledged the contribution of the Staff, Management Team and Executive Director to the achievements of the Centre. She thanked the Board of Directors for their consistent hard work and commitment to the Centre and recognized all their efforts in the success of the events that took place over the past year.

*It was moved by M.N. and seconded by K.W. to accept the Board Chair's Report for 2016-2017, as presented.*

**ALL IN FAVOUR – CARRIED**

## 7) EXECUTIVE DIRECTOR'S REPORT:

Ms. Lynn Marchildon invited to the podium Mr. David Gibson, the Executive Director of SHCHC, who presented highlights of the Centre's work over the past year, and acknowledged the contribution of Staff and Management Team to the achievements of our Centre. Mr. Gibson thanked the Board Chair and the Board of Directors for their contribution over the past year.

*It was moved by S.S.M. and seconded by R.T. to accept the Executive Director's Report for 2016-2017, as presented.*

**ALL IN FAVOUR – CARRIED**

## 8) TREASURER'S REPORT:

Ms. Lynn Marchildon invited to the podium Mr. Ken Workun, the Board Treasurer and Chair of the Audit and Finance Committee, to present his report. Mr. Workun informed the audience about the activity of the Audit and Finance Committee for the past year, and provided an overview of the financial highlights for the year ended March 31, 2017. Copies of the complete audited financial statements for the fiscal year 2016-2017 were available in both official languages.

The Board Chair asked for a motion to approve the audited financial statements for 2016-2017.

*It was moved by K.W. and seconded by A.M. that the membership approves the audited financial statements of the Sandy Hill Community Health Centre, Inc./Centre de santé communautaire Côte-de-Sable, Inc. for the year 2016-2017, as presented.*

**ALL IN FAVOUR – CARRIED**

## 9) AUDITOR'S REPORT:

Mr. Ken Workun invited to the podium Mr. Simon So, representing Welch LLP – Chartered Professional Accountants, the firm which audited and prepared the statements of financial position of the Centre for 2016-2017. Mr. So reported that, during their examination, no significant deficiencies in the accounting systems were found.

## 10) APPOINTMENT OF AUDITORS FOR THE FISCAL YEAR 2017-2018:

The Board Treasurer asked for a motion to approve the appointment of the firm Welch LLP – Chartered Professional Accountants as the auditors for the fiscal year 2017-2018, and approve the audit fee of \$21,900, including taxes.

*It was moved by K.W. and seconded by K.M. to approve the appointment of Welch LLP – Chartered Professional Accountants as the auditors for the fiscal year 2017-2018, with the audit fee of \$21,900, including taxes.*

**ALL IN FAVOUR – CARRIED**

## 11) NOMINATIONS AND GOVERNANCE COMMITTEE REPORT

Ms. Lisa Gorman, the Board Secretary and Chair of the Nominations and Governance Committee, reviewed the role of the Committee and offered an account of their activity over the past year. She thanked its members for their commitment to achieve the goals set by the Board.

## 12) ELECTION OF THE BOARD OF DIRECTORS:

The Board Chair explained the Board election process. She reported that there were ten (10) individuals nominated to fill ten (10) positions on the Board of Directors. Seven (7) individuals were seeking re-election for another 2-year term, and three (3) were new candidates. Ms. Gorman invited the audience to refer to their short biographies included in the AGM package. The Board of Directors, at their meeting on June 21, 2017, approved the following slate for the AGM:

1. Ayah Alsaafin
2. Leila Bocksch
3. Miquelon Deller
4. Lisa Julia Gorman
5. Karen McMullen
6. Aynsley Morris
7. Marguerite Nadeau
8. Edward Speicher
9. Sarah Stirling-Moffet
10. Kenneth Workun

Ms. Lynn Marchildon asked for a motion to approve the Board slate, as presented.

*It was moved by F.R. and seconded by B.L. to approve the Board slate, as presented.*

**ALL IN FAVOUR – CARRIED**

Ms. Lynn Marchildon welcomed the new and returning Directors and invited all Board Members to attend a very brief meeting at the end of this AGM, for the elections of the officers.

## 13) OTHER BUSINESS:

### 1. Recognition of Outgoing Board Members

Ms. Lynn Marchildon acknowledged the Board Directors who finished their term and were not returning: Francis Reardon and Filip Szadurski.

### 2. Recognition of Staff for Years of Service

Mr. David Gibson conducted a formal acknowledgment of the following staff members who, this year, turned 5, 10, 15 and 20 years of dedicated service at the Centre:

<u>5 years of service:</u> <ul style="list-style-type: none"><li>- Deborah Dew</li><li>- Cathi Savage</li><li>- Hana Haines Dykstra</li><li>- Teresa Chulach</li><li>- Stefan Amyotte</li><li>- Shelly Terkuc</li><li>- Luc Cormier</li></ul>	<u>For 10 years of service:</u> <ul style="list-style-type: none"><li>- Heather Thomson</li><li>- Lee Andrews</li><li>- Darrin Giguere</li><li>- Michele Ferland</li></ul> <u>For 15 years of service:</u> <ul style="list-style-type: none"><li>- Annette Tirschler</li><li>- Lynne Rowe</li></ul>	<u>For 20 years of service:</u> <ul style="list-style-type: none"><li>- Robert Desarmia</li><li>- Serge Laverdure</li><li>- Julie Tessier</li><li>- Matthew Garrison</li><li>- Chantal Lacroix</li><li>- Wendy Hyndman</li></ul>
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### **3. Invited Guest Speaker Profile – Portrayal by Wendy Muckle**

The invited guest speaker, Dr. Jeffrey Turnbull, the Chief of Staff at The Ottawa Hospital, was not able to arrive in time due to a flight delay. Ms. Wendy Muckle, the Executive Director of OICH, offered a beautiful description of Dr. Turnbull's impressive work with the homeless, and his long-time interest in poverty and its effects on health. Dr. Turnbull is one of the founders of OICH (which works to improve the health and access to health care for people who are chronically homeless), and is currently the Medical Director for the homeless.

### **14) ADJOURNMENT OF BUSINESS MEETING:**

Ms. Lynn Marchildon called for any other business items.

*There being no further business, it was moved by F.R. that the meeting be adjourned.*

**ALL IN FAVOUR – CARRIED**

**Meeting adjourned at 8:00 p.m.**