



ANNUAL MEETING
June 27, 2023 @ 2:30 p.m.
30 Bennett Street, Carleton Place

Land Acknowledgement Statement:

We acknowledge that the land where we work and gather is the traditional unceded territories of the Indigenous nations who have lived on these lands since time immemorial. In particular, we acknowledge the Anishnaabeg (Ah-nish-in-a-bek), Huron-Wendat, Haudenosaunee (Ho-den-no-show-nee), Oneida, and Algonquin peoples. We are grateful to live and work on this land, and to work in allyship with Indigenous communities. Let us learn from the Indigenous caretakers of this land about the sacred relationships and responsibilities that we have to each other and to these beautiful lands that give us what we need to live a healthy life.

Members present: Tom Baumgartner, Stephen Bird, Bruce Brough, Maddy Dever, Carole Devine, Nicholas Dibdin, Jean Dunning, William Enright (via Zoom), Kim Groskleg, Miriam Hunt (via Zoom), Bill Janes, Sharon Mousseau, Kim O'Connor, Jan Paul-Barr, Mary Lou Pratt, Colin Sangster, Lesley Scharf, Wayne Stryde

Guest present: Christian Illman (via Zoom)

Staff present: Tannia Cooke, Emily Emerson, Pam Fergusson, Ellen Fleming-Michaud, Leigh Gibson, Anna Goodings, Leslie Greene, Kim Lackey (via Zoom), Jessica Maloney (via Zoom), Dorothy Mercier, Andrea Mulder, Brenda Powers Ross, Sarah Sark, Mike Shane, Amanda Smith (via Zoom), Kara Symbolic, Amy Vanderspank, Becky Walker, Julie Willbond (via Zoom), Jeff Winkenweder

1.0 Welcome and Introductions

Board Chair Jean Dunning welcomed everyone, called the meeting to order, and read the land acknowledgement statement.

- 1.1 **Establishment of quorum for meeting:** Jean called on Becky Walker, who confirmed that the number of members in attendance satisfied the requirement for quorum as per By-Law #1.
- 1.2 **Appointment of Scrutineers:** Pam Fergusson and Kara Symbolic offered to act as scrutineers for the meeting.
- 1.3 **Introduction of ConnectWell Community Health Board members:** Jean Dunning (Chair) introduced herself and the other Board members present: William Enright (Vice Chair – attending virtually via Zoom), Kim O'Connor (Secretary/Treasurer), Tom Baumgartner (Past Chair), Stephen Bird, Bruce Brough, Carole Devine, Nick Dibdin, Miriam Hunt (attending virtually via Zoom), and Sharon Mousseau. She also introduced absent Board members Tandrae Knapp and David Moat.

2.0 Approval of agenda

The agenda was sent to the membership on May 26, 2023. There were no suggested changes to the agenda.

Motion: On behalf of the Board of Directors, Jean Dunning moved that the agenda for the 2023 Annual Meeting be accepted as circulated.

Seconded by: Stephen Bird

Any discussion: None

Decision: Motion carried

3.0 Approval of minutes from the June 28, 2022 Annual General Meeting

The minutes of June 28, 2022 were sent to the membership on May 26, 2023. There were no suggested changes or amendments to the minutes.

Motion: On behalf of the Board of Directors, Jean Dunning moved that the minutes of the June 28, 2022 Annual General Meeting be accepted as circulated.

Seconded by: Bruce Brough

Any discussion: None

Decision: Motion carried

4.0 Auditor's Report

Kim O'Connor introduced Christian Illman, auditor representing KPMG (formerly Allan & Partners LLP Chartered Professional Accountants), who presented the auditor's report and reviewed the audited financial statements. Christian reviewed the audit process and noted that everything went very well. There were no questions from the membership. Kim thanked Amy Vanderspank and the Finance Team for their hard work.

5.0 Staff and Board Recognition for Years of Service

ConnectWell CEO Sarah Sark and Board Chair Jean Dunning recognized staff members for their years of service:

40 YEARS:

- Carol Anne McNeil: Director, Respite Services

30 YEARS:

- Pam Fergusson: Community Health Worker

25 YEARS

- Tannia Cooke: Behaviour Consultant
- Sarah Sark: Chief Executive Officer
- Kara Symbolic: Community Programs and Communication Coordinator

20 YEARS:

- Michael Bingley: Nurse Practitioner
- Erin Hewson: Infant and Child Development Consultant

15 YEARS:

- Alicja Gruder: Physician

- Ellen Fleming-Michaud: Lung Health Team Lead
- Sarah Matthey: Respite Coordinator
- Jennifer Smith: Autism Therapist
- Jeff Winkenweder: Maintenance Coordinator

10 YEARS:

- Betty Mae Bryanton: RPN
- Katie Forfar: Physician
- Tamela Kennedy: Administrative Assistant
- Dorothy Mercier: RPN

RETIREMENTS:

- Angele Blaskie: Resource Teacher, LEIP - 30 years of service
- Teri Mullins: Program Coordinator, LEIP - 27 years of service
- Ellen Holmes: Respiratory Therapist, Lung Health - 8 years of service

Jean Dunning introduced Board members who are leaving and paid tribute on behalf of the organization:

- Stephen Bird: 3 years of service
- Cynthia Carver: 3 years of service
- Maddy Dever: 3 years of service
- William Enright: 2 years of service
- Sharon Mousseau: 3 years of service

She also noted the departure of two longtime volunteers and former Board members, Colin Sangster and Barbara Drake. She thanked them for their service and support of ConnectWell.

6.0 Report from the Chair: Jean Dunning provided a verbal report.

7.0 Report from the Chief Executive Officer: Sarah Sark provided a verbal report.

8.0 Committee Reports

8.1 Governance Committee

Tom Baumgartner presented the Governance Committee Annual Report.

8.1.1 Amended Letters Patent (the Articles)

Tom noted that the Board of Directors has approved an amendment to the Corporation’s Letters Patent to more accurately state membership requirements. To be effective, this amendment requires the approval of 66⅔% of the members attending this meeting.

Motion: On behalf of the Board of Directors, Tom Baumgartner moved the following:

“THAT the Letters Patent of ConnectWell Community Health (the “Corporation”) be amended to include the following as membership requirements for the Corporation:

The Corporation has the following category of Member:

a) Individual Member – Any individual who subscribes to the objects of the Corporation, meets the requirements for membership defined in the By-Law, and has registered with the Corporation agreeing to abide by the Corporation’s policies for Members.

Voting Rights - Individual Members will have one vote each.

And that the President and Secretary of the Corporation shall be authorized to execute any documents necessary to bring into effect this change to the corporate Letters Patent and to file any required documents with the appropriate government bodies to effect this change.”

Seconded by: Stephen Bird

Any discussion: None

Decision: Motion carried (with 100% of members voting in favour)

8.1.2 ConnectWell By-Law #1 Revision 21

Tom presented By-Law #1 Revision 21. There were no questions from the membership.

Motion: On behalf of the Board of Directors, Tom Baumgartner moved that By-Law #1 be amended as set out in Revision 21.

Seconded by: Colin Sangster

Any discussion: None

Decision: Motion carried

8.2 Nominating Committee

Jean Dunning presented the Nominating Committee Annual Report. She then introduced the slate of candidates for Board member positions:

Bruce Brough: 1st 3-year term

Kim Groskleg: 1st 3-year term

Jan Paul-Barr: 1st 3-year term

Mary Lou Pratt: 1st 3-year term

Lesley Scharf: 1st 3-year term

Carole Devine: 2nd 3-year term

Motion: On behalf of the Board of Directors, Jean moved that the candidates in the slate proposed by the Board be elected as Directors for three years.

Seconded by: Sharon Mousseau

Any discussion: None

Decision: Motion carried

8.3 Finance Committee

Kim O’Connor presented the Finance Committee Annual Report.

Motion: On behalf of the Board of Directors, Kim moved that the firm of KPMG (formerly Allan & Partners LLP, Chartered Professional Accountants) be appointed as auditors for the fiscal year 2023-2024 at a fee to be established by the Board.

Seconded by: Bruce Brough

Any discussion: None

Decision: Motion carried

8.4 Planning & Review Committee

Carole Devine presented the Planning & Review Committee Annual Report.

8.5 Renfrew County Healthier Community Committee

Carole Devine presented the Healthier Community Committee Annual Report.

8.6 North Lanark Joint Planning Committee

Jean Dunning presented the North Lanark Joint Planning Committee Annual Report.

9.0 Adjournment of Annual Meeting

Jean Dunning thanked everyone for attending and made a motion that the Annual Meeting of ConnectWell Community Health be adjourned at 3:42 p.m.

Decision: Motion carried