

MINUTES OF THE ANNUAL GENERAL MEETING OF MEMBERS
HOSPICE CARE OTTAWA/SERVICES DE SOINS PALLIATIFS



Monday, September 20, 2021
6:30-8:00 pm.

Virtual Meeting via MS Teams

- 1. Call to Order:** The meeting was called to order by Benoît Hubert, Vice-Chair of the Board of Directors. He explained that Catherine Lane, Chair, was unable to attend this second Virtual AGM because her hydro was not working. Benoît acknowledged that the meeting was being held on the traditional un-ceded territory of the Algonquin and Anishinaabe people.

Benoît thanked everyone for their presence and support of Hospice Care Ottawa (HCO), especially during the very challenging past year dealing with COVID-19. He offered particular thanks to The May Court Club of Ottawa for continuing to be a Sustaining Benefactor.

He appointed Ioanna Sahas Martin, Secretary of the Board, as Secretary and Melissa Morningstar Operations Coordinator at HCO, as Scrutineer of the meeting.

- 2. Quorum:** Melissa reported that there were 39 members present and Benoît declared the meeting regularly constituted for the transaction of business. As other people joined the meeting the number of members present increased to 52.
- 3. Adoption of Agenda: (Motion 1)** Moved by Barb McNally, seconded by Bruno Carchidi to adopt the meeting agenda, with a correction of the fiscal-year dates in Motion 3. Motion carried
- 4. Approval of Minutes of the 2020 Annual General Meeting (Motion 2):** Moved by Wendy Nicklin, seconded by Barb Hogberg that the minutes of the 2020 Annual Meeting of Hospice Care Ottawa, posted on the HCO website, be approved. Motion carried
- 5. Auditor's Report and Financial Statements for HCO's 2020-2021 Fiscal Year**

Stephanie Elyea, Treasurer, presented the 2020-2021 Auditor's Report and Financial Statement. She was happy to report that the year ended with a net positive result of just over \$1.2 million. This was due in large part to the government subsidies related to COVID-19 as well as strong individual donations and support of HCO's virtual fundraising events. She emphasized that this was an unusual position for HCO and ongoing, without these subsidies HCO will require increased funding to remain stable. There were no questions arising from the members.

- 6. Appointment of Auditors for 2021-2022 (Motion 3):** Moved by Stephanie Elyea, seconded by Bill Cuff that KPMG LLP be appointed as the auditors of Hospice Care Ottawa for the 2021-22 fiscal year. Motion carried
- 7. Board Member Nominations**

Before each of the following nominations the nominees spoke briefly to the meeting.

Motion 4: moved by Barb Hogberg, seconded by Rob Cushman that Jocelyne Content be elected to the Board of Directors of Hospice Care Ottawa for a three-year term.
Motion carried

Motion 5: Moved by Rob Cushman, seconded by Barb McNally that Stephanie Elyea be re-elected to the Board of Directors of Hospice Care Ottawa for a second three-year term. Motion carried

Motion 6: Moved by Wendy Nicklin, seconded by Muriel Petersen that Barb Hogberg be re-elected to the Board of Directors of Hospice Care Ottawa for a second three-year term. Motion carried

8. **Executive Director's Report**

Lisa Sullivan began her presentation by thanking all staff and volunteers for their excellent work with HCO during a most difficult year with constantly changing guidelines and rules. It is a testament to everyone involved that HCO was able to continue to provide high quality care with so many constraints and challenges.

Highlights of her report included:

- the number of clients decreased considerably, especially since the community programs and Day Hospice had to be paused.
- focus and support provided for staff's mental health as the pandemic took its toll on them
- priorities of the new Strategic Plan had to be modified but HCO was able to offer virtual programs such as bereavement support, keep its clients safe and begin small steps towards being a more diverse and inclusive organization
- fundraising was fortunately very well supported
- the Communications and Advocacy Committee lead efforts to reach out to the Provincial government (in cooperation with Hospice Palliative Care Ontario (HPCO)), resulting in a higher profile for hospices and the potential of much-needed increased annual funding

In the coming year HCO will focus on addressing COVID fatigue, recruiting and retaining staff, re-opening in-person programs, implementing diversity activities, expanding Francophone services and continuing advocacy.

9. **Special Award**

Benoît acknowledged Betty Jean Bone, who unfortunately could not be present. Betty Jean received the *2021 June Callwood Circle of Outstanding Volunteers Award* from HPCO. Her over 22 years of volunteering with hospice care in Ottawa make her a most worthy recipient of this award.

10. **Guest Speaker Erin Beckwell**

Lisa introduced Erin, a social worker from Treaty 6 Territory, Homeland of the Metis in Saskatchewan.

Erin spoke movingly about the importance of cultural humility – the ability to suspend what we think we know and be open to what another person has determined is their personal

expression of heritage and culture. Culture can be reflected in many ways including language, types of celebration and how one understands healing, or dying. She explained that it is a never-ending journey to cultural safety where clients feel safe and respected and that we can only know we are culturally safe when clients tell us we are. She asked all present to think about what actions they could take toward integrating health equity and cultural responsiveness in HCO's work.

Sylvie Lalonde thanked Erin for her inspiring words.

11. Thank You and Adjournment of the Meeting

Benoît thanked Holly Wagg for her insight, advice and enthusiasm during her three years on the Board.

Moved by Bruno Carchidi, seconded by Muriel Petersen that the meeting adjourns.