

MINUTES OF THE ANNUAL GENERAL MEETING OF MEMBERS

HOSPICE CARE OTTAWA/SERVICES DE SOINS PALLIATIFS

Wednesday, September 28, 2022

6:30-8:30 pm. Virtual Meeting

1. Call to Order:

The meeting was called to order by Catherine Lane, Chair of the Board of Hospice Care Ottawa (HCO). She acknowledged that the meeting was being held on the traditional unceded territory of the Algonquin Anishinaabe people whose knowledge and culture is respected and valued by HCO. She thanked everyone associated with HCO that made it possible for the organization to continue to offer excellent palliative services through the many challenges of COVID19.

She appointed Ioanna Sahas Martin as Secretary and Rhiannon Dufay as Scrutineer of the meeting.

2. Quorum:

Rhiannon reported that there were 37 members present and one voting by proxy. Catherine declared the meeting regularly constituted for the transaction of business. As other people joined the meeting the number of members present increased to 39.

3. Adoption of Agenda:

(Motion 1) Moved by Benoît Hubert, seconded by Ioanna Sahas Martin to adopt the meeting agenda, with the addition of "other business". Motion carried

4. Approval of Minutes of the 2021 Annual General Meeting

(Motion 2): Moved by Barbara McNally, seconded by Bruno Carchidi that the minutes of the 2021 Annual General 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, was unable to attend. Catherine presented the 2021-2022 Auditor's Report and Financial Statement which showed a strong balance thanks to increased donations and some support from government COVID19 subsidies. Although the financial picture is positive, Catherine reminded everyone that the current model of funding is not sustainable. Advocacy efforts to increase government funding must continue.

6. Appointment of Auditors for 2022-2023

(Motion 3): Moved by Barb Hogberg, seconded by Jocelyn Contant that KPMG LLP be appointed as the auditors of Hospice Care Ottawa for the 2022-23 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 Muriel Peterson, seconded by Rob Cushman that Michael Pentland be elected to the Board of Directors of Hospice Care Ottawa for a three-year term. Motion carried

Motion 5: Moved by Terry Murray, seconded by Sylvie Lalonde that Lynne Toupin be elected to the Board of Directors of Hospice Care Ottawa for a three-year term. Motion carried

Motion 6: Moved by Barb McNally, seconded by Susan Murray that Josiane Gomez be re-elected to the Board of Directors of Hospice Care Ottawa for a second three-year term. Motion carried

Motion 7: Moved by Barb Hogberg, seconded by Judy Field that Barb McNally be re-elected to the Board of Directors of Hospice Care Ottawa for a second three-year term. Motion carried

Motion 8: Moved by Terry Murray, seconded by Denise Alcock that Wendy Nicklin be re-elected to the Board of Directors of Hospice Care Ottawa for a second three-year term. Motion carried

Motion 9: Moved by Tony Greig, seconded by Bruno Carchidi that Ioanna Sahas Martin be re-elected to the Board of Directors of Hospice Care Ottawa for a second three-year term. Motion carried

Catherine congratulated all the newly appointed Directors and announced that Benoît Hubert would be the new Chair of the Board with Wendy Nicklin as Vice-Chair. She welcomed Christine Beelen to the Board as May Court Club Past President and thanked Rob Cushman and Dorothy Scorsone for their contributions to the governance of Hospice Care Ottawa.

8. Executive Director's Report

Lisa Sullivan acknowledged the patience that has been required to navigate the continued COVID presence. A cautious approach has meant very few outbreaks.

Highlights of her report included:

- over 24,000 volunteer hours were recorded in support of clients at home, day hospice and in residence
- La Maison de l'Est Day Hospice will soon be opening within the Promenade Retirement Residence
- donations of over \$2,200,00 were raised through individuals, events, bequests and organizations

Lisa spoke movingly about the "magic" that can be found through small and large happenings which have recently included a wedding, a bow-tie, feet in the grass, ice cream, bacon and the planting of seeds.

In 2022/23 HCO will be focusing on caring for each other as we continue to suffer the effects of COVID19 on staff and volunteers, advocating for more funding, growing the individual giving program, better serving the Francophone population and reaching a more diverse population.

The full Annual Report can be found at

https://www.hospicecareottawa.ca/uploads/2/2/8/8/22886332/hco_report_to_community_2021-22_final.pdf

9. By-Law Revisions

Catherine introduced two revisions to the by-laws. The first is needed to comply with Ontario standards which prohibit charities from providing any remuneration to Directors. She assured all that the Executive Director and Medical Director would continue to attend Board meetings and be given the same respect and attention as always.

Motion 10: Moved by Jocelyne Contant, seconded by Barb Hogberg

Whereas section 4.01 Duties and Number, (b)(ii)(A,B) of By-law No 1 of the Corporation states: (ii) the person occupying the following positions who shall be ex officio directors of the Corporation: (A) the Executive Director of the Corporation; (B) the Medical Director of the Corporation:

Be it resolved that: Section 4.01 (b)(ii)(A,B) of By-law No 1 be removed and that the Executive Director and the Medical Director be considered guests at meetings of the Board of Directors.

Motion Carried

The second by-law motion related to past practice of recruiting Board members from particular segments of the population. Catherine explained that current best practice is to recruit for skills needed on the Board.

Motion 11: Moved by Rob Cushman, seconded by Heni Nadel

Whereas section 4.06 Nominations (c) Commencing at the annual general meeting in 2013, at least two (2) directors shall be recruited with experience in the health sector and at least one (1) director shall be recruited from among active volunteers in hospice services. And (d) at least one (1) director of the Corporation shall be elected or appointed, as applicable, from a slate of candidates provided by Bruyère Continuing Care. And

Whereas the Corporation wishes to make amendments to sections 4.06 (c) and (d) of By-law No.1 of the Corporation

Be it resolved that Section 4.06 (c) and (d) of By-law No 1 be removed.

Motion Carried

10. Special Award

Catherine acknowledged Tony Greig, recipient of the *2022 June Callwood Circle of Outstanding Volunteers Award*. She thanked him for his outstanding support in both Residence and Day Hospice. Tony thanked HCO for his nomination and noted that volunteering at HCO had made his retirement fulfilling.

11. Guest Speaker Dr Sandy Buchman

Rob introduced Dr Sandy Buchman, renowned palliative care physician, former President of the Canadian Medical Association and currently on the Board of Directors of a to-be-built Neshama Hospice in North York.

Dr Buchman inspired his audience with stories, both personal and professional, of his many years working in palliative care. He spoke of the improvements in and challenges to palliative care across Canada. He challenged everyone within and impacted by palliative care to work together to find new ways to advocate for the respect that this care deserves within health care systems.

Christine Beelen thanked Dr Buchman for his informative, enlightening and thought-provoking ideas.

12. Thank You and Adjournment of the Meeting

Lisa and Benoît thanked Catherine for her exemplary six years on the Board of HCO with a steadfast dedication to the small and large items needed to lead such an organization.

Moved by Terry Murray, seconded by Wendy Nicklin that the meeting adjourn.

Catherine Lane
President of the Board

Ioanna Sahas Martin
Secretary of the Board