



### 47<sup>th</sup> Annual General Meeting

Tuesday, September 13, 2022, at 5:00pm  
Smiths Falls Memorial Community Centre  
71 Cornelia St. W., Smiths Falls, Ontario

<b>In attendance</b>	<p><b>RCHS Board Members:</b> Janet Cosier (Chair), Don Palmer (Vice Chair), Terry Gilhen (Secretary), Michèle LeBlanc (Treasurer), Deb McGuire, Dorothy Thomson, Jackie Lord, Christine Joli-Coeur, Sandra Shaw, Michele Bellows (CEO), Kristian Gundersen (Executive Assistant/Recorder)</p> <p><b>Vote by Proxy:</b> Christopher Cummings (Vice Chair)</p> <p><b>Board Nominees:</b> Sandra Mark, Pamela Watts</p> <p><b>RCHS Staff Members:</b> Brian Vermeulen (Manager – Corporate Services), Lisa Wan (Manager – Administrative Services), Cherie Crawford (Manager – Primary Care), Sam Davidson (Manager – Health Promotion), Tracey Fuller (Manager – Community Programs), Anne Caron (Director – Corporate Services &amp; CFO), Kelly Barry (Director – Integrated Care), Luisa Martins (RPN), Helena Julien (RN), Joanne Franey (Community Health Worker)</p> <p><b>Guests:</b> Serena Deschamps (Auditor – KPMG), Audrey Bridge, Graeme Bonham-Carter, Fred McFarland, Gwendy Hall, Wendy Quarry, Diana McKay, Bob Johnston, Janet Campbell</p>
<b>Regrets</b>	<b>Board Nominees:</b> Juli Heney, Stefany Kawka

<b>1.</b>	<b>Call to Order</b>	<p>Janet Cosier, Board Chair, called the meeting to order at 4:02pm and provided the following land acknowledgement:</p> <p>Rideau Community Health Services recognizes that it is situated on the lands of the Algonquin Anishinaabe. These lands have become home to a number of diverse communities and cultures including settlers, newcomers, and individuals displaced from their traditional territories, and from their home countries around the globe.</p> <p>Our land acknowledgement is an expression of our gratitude and appreciation to the Algonquin People for sharing these beautiful lands where we live, work, and enjoys our family and leisure time. Our acknowledgment also</p>
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		<p>recognizes the responsibility that each of us has in understanding our relationship to the land; and our place within its history.</p> <p>We are all on a journey to reconciliation. We will honour the land of the Algonquin People through our programs and services that respect the healing traditions; and weave these traditions into our caring practices.</p> <p>We are committed to strengthening our relationships with First Nations, Metis, and Inuit to demonstrate our respect and honour for the Indigenous Peoples contributions and their cultures</p>
2.	<b>Adoption of Agenda</b>	<p><b>Motion:</b> That the agenda for the 47<sup>th</sup> Annual General Meeting of September 13<sup>th</sup>, 2022 be approved as circulated.  <b>Moved by:</b> Terry Gilhen      <b>Seconded by:</b> Sandra Shaw    <b>Carried.</b></p>
3.	<b>Adoption of Minutes</b>	<p><b>Motion:</b> That the minutes of the 46<sup>th</sup> Annual General Meeting held on June 22, 2021 be approved as circulated.  <b>Moved by:</b> Terry Gilhen      <b>Seconded by:</b> Sandra Shaw    <b>Carried.</b></p>
4.	<b>Staff Popup #1: Joanne Franey</b>	<p>Janet Cosier introduced Joanne Franey, Community Health Worker who delivered a presentation on the CAMH STOP Program (Smoking Cessation) and Emergency Food Cupboard.</p>
5.	<b>Report from the Chair of the Board</b>	<p>Janet Cosier, Board Chair, congratulated the RCHS Board and staff for the many accomplishments this past year. Ms. Cosier highlighted several areas of board focus in 2021-2022 including:</p> <ul style="list-style-type: none"> <li>• Board succession planning including building capacity and resilience following several years of tremendous turnover due to directors coming to the end of term.</li> <li>• Implementing education sessions from staff at each board meeting with the aim to highlight the great work of the organization and promote knowledge of internal processes as well as programs and services.</li> <li>• Modernizing board governance policies in support of improving self-governance and operations.</li> <li>• Developing a new board governance policy which clearly defines the board's role in equity, diversity, inclusion, and justice (EDIJ) to complement the great internal work being done.</li> <li>• Advocating for approval of the \$200,000 planning grant from the Ministry of Health in support of the development of a Health and Social Services Hub in Smiths Falls, which was received in April 2022. The approval of the grant allows the board to focus on a new area of governance while a business case is developed.</li> </ul> <p>Ms. Cosier thanked the board for their dedication over the last year, especially while navigating a majority of the work virtually.</p>

<b>6.</b>	<b>Report from the Chief Executive Officer</b>	<p>Michele Bellows, CEO, welcomed staff, board members, and guests from the community. She reported that over the last year, although the pandemic restrictions have lessened, COVID-19 is still prevalent and affects how we interact with our clients and partners. Much work is still to be done related to post-pandemic recovery, especially as many vulnerable populations now require more services than before the pandemic, which is made evident through the drastically increased volume of calls from clients and the community. RCHS is working diligently to support those clients by adapting programming to respond to the need of the communities we serve.</p> <p>In 2021-22, RCHS continued to support the establishment of the Lanark, Leeds, and Grenville Ontario Health Team, as well continued working closely with the LLG Public Health Unit in support of our communities. Not unlike other organizations, staffing pressures related to the pandemic have impacted RCHS's operations, however recruitment efforts are ongoing, and many talented individuals have joined the team who demonstrate great compassion and resilience despite an extremely taxed healthcare system. Michele extended thanks to the whole RCHS team for their dedication and hard work over the last year.</p>
<b>7.</b>	<b>Staff Popup #2: Luisa Martins</b>	<p>Michele Bellows introduced Luisa Martins, RPN and Clinical Telemedicine Coordinator who delivered a presentation on the Multi Care Kidney Clinic (MCKC). The MCKC is a collaboration with the RCHS Telemedicine Team and Kingston Health Sciences Centre which allows nephrology clients to be seen closer to home.</p>
<b>8.</b>	<b>2021-2022 Financial Report</b>	<p>Michèle Leblanc, Treasurer, welcomed Serena Deschamps, Senior Audit Manager, KPMG and extended thanks for a diligent audit and comprehensive report. She also thanked Michele Bellows, CEO and Anne Caron, Chief Financial Officer for their devotion to excellence in the financial management of the organization.</p> <p>Ms. Leblanc reported that 2021-2022 was another very successful financial year. Revenues of just under \$11,000,000 were recorded, with approximately 6% being returned to Ontario Health due to pressures related to staffing shortages and the pandemic.</p> <p>In 2021-2022 approximately \$60,000 in donations were received from our generous clients and communities, which includes donations directed towards our Client-In-Need fund which goes directly to support individuals and families. RCHS' goal is to spend 80% of prior year's donations to ensure funds are being returned to the community.</p>
<b>9.</b>	<b>2021-2022 Auditor's Report</b>	<p>Serena Deschamps, Senior Audit Manager, KMPG extended thanks to management and the Audit &amp; Finance Committee for their patience with this year's audit, as the methodology used was different due to the merger of Allan &amp; Partners with KMPG. She noted that each year, RCHS demonstrates excellent financial management.</p>

		<p>Ms. Deschamps outlined the audit process and provided an overview of the 2021-2022 financial statements and auditor's report. The final audit report shows a clean audit with no significant issues.</p> <p><b>Motion:</b> That the Auditor's Report for 2021 – 2022 and RCHS' 2021-2022 Audited Financial Statements be accepted as circulated.</p> <p><b>Moved by:</b> Michele Leblanc                      <b>Seconded by:</b> Don Palmer                      <b>Carried</b></p>										
10.	<b>Appointment of Auditors for 2022-2023</b>	<p>Michèle Leblanc reported that in 2021, RCHS underwent an RFP process which resulted in Allan &amp; Partners being recommended as RCHS' Auditor for three years. It was noted that although Allan &amp; Partners merged with KMPG in 2022, KMPG has agreed to honour the existing contract and established rates for the remaining two years of the contract.</p> <p><b>Motion:</b> That KMPG, LLP (formerly Allan &amp; Partners, LLP) be appointed as auditors for RCHS for the 2022-2023 period at a cost of \$9,250 plus HST.</p> <p><b>Moved by:</b> Michèle Leblanc                      <b>Seconded by:</b> Dorothy Thomson                      <b>Carried.</b></p>										
11.	<b>Staff Popup #3: Helena Julien</b>	<p>M. Leblanc introduced Helena Julien, RN who delivered a presentation on the Seniors StayWell Program which has been running for over 30 years, and promotes socialization, exercise, and healthy lifestyle habits.</p>										
12.	<b>Governance &amp; Nominating Committee Report &amp; Election of Directors for 2022-2023</b>	<p>Sandra Shaw, Chair, Nominating Sub-Committee outlined the recruitment process for board directors and community representatives for the 2022-2023 year which began in March 2022. She introduced this year's slate of nominees, including returning directors and new nominees, noting that four director vacancies are being filled for 2022-2023. New nominees were given an opportunity to introduce themselves and describe their background and interest in contributing to the mission and vision of RCHS.</p> <p><b>Motion:</b> That the Governance &amp; Nominating Committee report be accepted and that the following returning directors and new nominees be elected for 2022-2023 for the following terms:</p> <table border="0"> <tr> <td><b><u>Reappointments:</u></b></td> <td><b><u>New directors:</u></b></td> </tr> <tr> <td>Jackie Lord (2-year term)</td> <td>Sandra Mark (1-year term)</td> </tr> <tr> <td>Christine Joli-Coeur (2-year term)</td> <td>Juli Heney (1-year term)</td> </tr> <tr> <td>Sandra Shaw (2-year term)</td> <td>Stefany Kawka (1-year term)</td> </tr> <tr> <td>Christopher Cummings (2-year term)</td> <td>Pamela Watts (1-year term)</td> </tr> </table> <p><b><u>Term Extension:</u></b> Janet Cosier (1-year term extension)</p>	<b><u>Reappointments:</u></b>	<b><u>New directors:</u></b>	Jackie Lord (2-year term)	Sandra Mark (1-year term)	Christine Joli-Coeur (2-year term)	Juli Heney (1-year term)	Sandra Shaw (2-year term)	Stefany Kawka (1-year term)	Christopher Cummings (2-year term)	Pamela Watts (1-year term)
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Christopher Cummings (2-year term)	Pamela Watts (1-year term)											

		<b>Moved by:</b> Michèle Leblanc <b>Seconded by:</b> Terry Gilhen <b>Carried.</b>
13.	<b>Recognition of Retiring Directors</b>	Janet Cosier recognized the valuable contributions of the outgoing board members, Michèle Leblanc and Deb McGuire who each served six years on the board. She thanked them for their admirable work and dedication over the last several years.
14.	<b>Community Recognition Award</b>	Terry Gilhen, Chair, Governance & Nominating Committee presented the annual Community Recognition Award to Rideau Bridge to Canada. This award was introduced by the RCHS board 6 years ago, and is presented annually to an individual, group, or organization who has made significant contributions to the health and well-being of our communities.
15.	<b>Staff Pop-up #4: Sam Davidson and Tracey Fuller</b>	Terry Gilhen introduced Sam Davidson, Manager, Health Promotion and Tracey Fuller, Manager, Community Programs who delivered a presentation on the Equity, Diversity, Inclusion, and Justice (EDIJ) Working Group's accomplishments of the past year, and plans for 2022-2023.
16.	<b>Staff Pop-up #5: Kelly Barry</b>	Michele Bellows introduced Kelly Barry, Director, Integrated Care who delivered a presentation on the Integrated Care Services RCHS offers, with specific focus on group medical visits.
17.	<b>Adjournment</b>	Janet Cosier, Board Chair, thanked all in attendance for their participation in Rideau Community Health Service's 47 <sup>th</sup> Annual General Meeting.  <b>Motion:</b> That the 47 <sup>th</sup> Annual General Meeting be adjourned at 6:18pm. <b>Moved by:</b> Janet Cosier <b>Carried.</b>

Approved by:

DocuSigned by:  
  
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Chair

8/23/2023 | 11:24 AM EDT

Date

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Secretary

8/22/2023 | 7:43 AM PDT

Date