



Ontario Workplace Health Coalition

Supporting comprehensive workplace health in Ontario

Ontario Workplace Health Coalition (OWHC) Annual General Meeting Minutes

Meeting: Ontario Workplace Health Coalition Annual General Meeting
Date: November 29, 2016
Time: 11:30 pm - 12:30 pm
Location: Centre for Health & Safety Innovation
5110 Creekbank Road, Mississauga, Ontario, L4W 0A1

Present: **Members, In Person:** Janet Baker, Krista Schmid, Mike Glatz, Norma Gibson-MacDonald, Roslyn Wright, Sabrina Arvanitis, Susan Fuciarelli, Tim Fleming, Andrew Harkness, Jennifer Lombardo-Seib, Anita Sieben, Brittany Dunlop, Katie Douglas, Allan Smofsky, Desiree D'Souza, Gerry Culina, Ivian Tchakarova, Linh Lee, Lise Barrette, Myrna Ojala, Susan Armstrong, Virona Ibrahim

Members, Via Webinar: None

Chair: Janet Baker/Tim Fleming
Secretary: Roslyn Wright
Recorder: Desiree D'Souza

Time	Item	Content	Movers and Seconders	Vote
1:00 pm	2.0 Welcome & Introductions	<ul style="list-style-type: none">Janet Baker welcomed everyone. There was no one participating by webinar.		



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		<ul style="list-style-type: none"> • She acknowledged Workplace Safety and Prevention Services (WSPS) for allowing the OWHC to hold this AGM at the Centre for Health and Safety Innovation, and for arranging for staff to facilitate the webinar • She explained the voting process in person and that only registered, paid-up members would be entitled to vote.. 		
	<ul style="list-style-type: none"> • Call to Order 	<ul style="list-style-type: none"> • Janet Baker called the Eighth Annual General Meeting (AGM) to order. 		
	<ul style="list-style-type: none"> • Secretary and Scrutineers 	<ul style="list-style-type: none"> • Roslyn Wright was acknowledged as the Secretary and appointed Scrutineer. 		
	<ul style="list-style-type: none"> • Notice of Meeting 	<ul style="list-style-type: none"> • The Secretary was assigned to keep a copy of the notice of meeting with the records of the meeting. 		
	<ul style="list-style-type: none"> • Meeting Regularly Constituted 	<ul style="list-style-type: none"> • Tim Fleming acknowledged that quorum requirements were met and that advance notice of the Annual General Meeting and its details had been provided. 		



	<p>Minutes of November 10, 2015 Annual General Meeting</p>	<ul style="list-style-type: none"> • No comments/changes were proposed for the November 10, 2015 AGM minutes. Tim Fleming stated “May I have a motion to approve the minutes.” • “Will those present in the room in favour of the resolution signify by raising your card. Will those present in the room voting contrary to the resolution signify by raising their card.” • Tim Fleming declared the minutes of the 2015 Annual General Meeting dated November 10, 2015 approved. 	<p>Moved: Allan Smofsky</p> <p>Seconded: Sabrina Arvanitis</p>	<p>All in favour</p>
	<p>3.0 Board of Directors’ Report</p>	<p>Tim Fleming reviewed highlights of the OWHC Annual Report, August 1, 2015 to July 31, 2016, including the following items:</p> <ul style="list-style-type: none"> • Mission Statement Refresh • Joan Burton day of Learning • Public Health Community of Practice event • The new and update OWHC Newsletter • OWHC Webinars <ul style="list-style-type: none"> • Sustainability Plan <p>Tim Fleming asked if anyone had any questions about this or anything else in the Annual Report. There were no questions.</p>		



	<p>4.0 Financial Report</p>	<p>Ivian Tchakarova, Treasurer, reviewed the highlights of the Treasurer’s Report and the financial statements. She asked if there were any errors or omission noted in the report and asked:</p> <p>“I would like to move that we approve the Financial Report for the year ended July 31, 2016.”</p> <p>Ivian declared the Financial Report as at July 31, 2016 approved.</p>	<p>Moved: Norma Gibson-MacDonald</p> <p>Seconded: Krista Schmidt</p>	<p>All in favour</p>
	<p>5.0 Proposed Resolutions</p> <ul style="list-style-type: none"> • Resolution #1 Appointment Of Auditors 	<p>Ivian Tchakarova stated that the first resolution was the appointment of Auditors: “May I have a motion that Good & Partners, LLP Chartered Accountants, be appointed accountants of the Corporation to prepare a Notice to Reader report for the fiscal year ending July 31, 2017, holding office until the next annual meeting or until their successors are appointed, and that the Board of Directors be authorized to fix the accountants’ remuneration?”</p> <ul style="list-style-type: none"> • “Will those present in this room in favour of the resolution signify by raising your card. Will those present in the room voting contrary to the resolution signify by raising their card.” 	<p>Moved: Sabrina Arvanitis</p> <p>Seconded: Gerry Culina</p>	<p>All in favour</p>



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		<p>Ivian Tchakarova declared the resolution carried that Good & Partners, LLP Chartered Accountants, be appointed accountants of the Corporation to prepare a Notice to Reader report for the fiscal year ending July 31, 2016, holding office until the next annual meeting or until their successors are appointed, and that the Board of Directors be authorized to fix the accountants' remuneration.”</p>		
	<p>Resolution #2: Approval of Acclaimed Directors</p>	<p>Allan Smofsky stated that “This year we had 5 vacancies on the Board of Directors</p> <p>WHEREAS for the upcoming year, November 2016 to October 2017 there were 5 declared vacancies on the Ontario Workplace Health Coalition Board of Directors</p> <p>And WHEREAS at the close of nominations 5 nominations had been submitted and accepted as meeting the criteria for Board membership</p> <p>THEREFORE BE IT RESOLVED that the following five candidates be considered acclaimed to the 2016-2017 OWHC Board of Directors:</p> <p>1. Gerry Culina; who has completed 5 years on the Board</p>	<p>Moved: Ivian Tchakarova</p> <p>Seconded: Norma Gibson-MacDonald</p>	<p>All in favour</p>



		<p>2. Lisa Van der Vinne, who has completed 4 years on the board</p> <p>3. Terri Aversa; with a changed status to full nomination from appointment;</p> <p>4. Lindsay Bell; new member to the Board and</p> <p>5. Michael Glatz, new member to the Board.</p> <p><i>May I have a motion that these nominees be considered elected by acclamation to the OWHC Board of Directors? And a seconder?</i></p> <p><i>“Will those present in this room in favour of the resolution signify by raising their card. Will those present in the room voting contrary to the resolution signify by raising their card.”</i></p> <p><i>“I declare the resolution carried and welcome the five acclaimed members as members of the board of directors of the OWHC.”</i></p> <p><u>Outgoing Directors</u></p> <p><i>“I would like to acknowledge the work of Susan Fucerialli our Board member who had to resign from her position due to other commitments and would like to thank her for her contributions and efforts for the Board.</i></p>		
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	<p>Resolution #3: Acceptance Of New Members</p>	<p>Roslyn Wright stated that WHEREAS the Ontario Workplace Health Coalition Bylaws (Section 19.1) require that organizational members must apply to the Board for membership; THEREFORE BE IT RESOLVED that the following persons are hereby admitted as Organizational Members of the Corporation: (see list below). WHEREAS the Ontario Workplace Health Coalition Bylaws (Section 19.2) require that individual members must apply to the Board for membership; THEREFORE BE IT RESOLVED that the following persons are hereby admitted as Individual Members of the Corporation: (see list below).</p> <p><u><i>Individual</i></u></p> <ul style="list-style-type: none"> • Virona Ibrahim (St. Joseph's Health Centre) <p><u><i>Organizational members</i></u> (up to 5 members):</p> <ol style="list-style-type: none"> 1. Vidhi Chhabra (York Region - Public Health) <ul style="list-style-type: none"> • Zahra Kassam • Lindsay Rosien • Linh Lee • Theresa Ko-Cheung • Jessica Wong 	<p>Moved:</p>	<p>All in</p>
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		<p><u>Student Members</u></p> <ul style="list-style-type: none"> • Nathan Kolar • Philippa Dawood <p><i>May I have a motion that the proposed slate of new members of the Corporation be accepted? And a seconder?</i></p> <p>“Will those participating by webinar please now vote on your screen “yes” or “no” in favour of the resolution. Will those present in this room in favour of the resolution signify by raising their yellow card. Will those present in the room voting contrary to the resolution signify by raising their yellow card.”</p> <p>Roslyn Wright declared the motion carried.</p>	<p>Susan Fucerialli</p> <p>Seconded: Krista Schmidt</p>	<p>favour</p>
	<p>6.0 Other business</p>	<p>Tim Fleming asked the members in person if there was any ‘other business’ to be brought before the meeting?</p> <p>Since there was no other business, they thanked the participants who attended the AGM in person or joined by webinar.”</p>		



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12:30 pm	7.0 Adjournment	<ul style="list-style-type: none">• Tim Fleming stated: “If there is no further business, may I have a motion for the termination of the meeting? Will those present in this room in favour of the motion signify by raising their yellow card. Will those present in the room voting contrary to the motion signify by raising their card.”• Tim Fleming declared the motion carried and the meeting terminated.	Moved: Roslyn Wright	All in favour
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Meeting Adjourned: 12:30 pm

Signatures:

Janet Baker,
Co-Chair

Tim Fleming
Co-Chair