



Ontario Workplace Health Coalition (OWHC) Annual General Meeting Minutes

Meeting: Ontario Workplace Health Coalition Annual General Meeting
Date: November 2, 2017
Time: 11:30 pm - 12:30 pm
Location: Centre for Health & Safety Innovation
5110 Creekbank Road, Mississauga, Ontario, L4W 0A1

Present: **Members, In Person:** Norma Gibson-MacDonald, Tracey Poulin Dunn, Lindsay Bell, Sabrina Arvanitis, Janet Baker, Lisa Van der Vinne, Nathan Kolar. Allan Smofsky, Mike Glatz, Roslyn Wright, Lynn l'Anson, Danielle Stewart

Members, Via Webinar: Janet Carr, Sandy Richardson, Kim Sitch

Chair: Janet Baker
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• She acknowledged Workplace Safety and Prevention Services (WSPS) for allowing the OWHC to hold this		



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		<p>AGM at the Centre for Health and Safety Innovation, and for arranging for staff to facilitate the webinar</p> <ul style="list-style-type: none"> • 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 Ninth 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"> • Janet Baker acknowledged that quorum requirements were met and that advance notice of the Annual General Meeting and its details had been provided. 		
	Minutes of November 29, 2016 Annual General	<ul style="list-style-type: none"> • No comments/changes were proposed for the November 29, 2016 AGM minutes. Janet Baker stated “May I have 	Moved: Allan Smofsky	All in favour



	Meeting	<p>a motion to approve the minutes.”</p> <ul style="list-style-type: none"> • “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.” • Janet Baker declared the minutes of the 2016 Annual General Meeting dated November 29, 2016 approved. 	Seconded: Lindsay Bell	
	3.0 Board of Directors’ Report	<p>Janet Baker reviewed highlights of the OWHC Annual Report, August 1, 2016 to July 31, 2017, including the following items:</p> <ul style="list-style-type: none"> • Renewed Committee Infrastructure • Joan Burton Day of Learning • OWHC Newsletter • OWHC Webinars • Membership Infrastructure • Sustainability Plan <p>Janet Baker 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>Michael Glatz, Treasurer, reviewed the highlights of the Treasurer’s Report and the financial statements. He 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, 2017.”</p> <p>Michael declared the Financial Report as at July 31, 2017 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>Michael Glatz, 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, 2018, 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>Michael Glatz, declared the resolution carried that Good &</p>	<p>Moved: Sabrina Arvanitis</p> <p>Seconded: Danielle Stewart</p>	<p>All in favour</p>



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		<p>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>		
	<p>Resolution #2: Approval of Acclaimed Directors</p>	<p>Allan Smofsky stated that "This year we had 6 declared vacancies on the Board of Directors</p> <p>WHEREAS for the upcoming year, November 2017 to October 2018 there were 6 declared vacancies on the Ontario Workplace Health Coalition Board of Directors</p> <p>And WHEREAS at the close of nominations 3 nominations had been submitted and accepted as meeting the criteria for Board membership</p> <p>THEREFORE BE IT RESOLVED that the following three candidates be considered acclaimed to the 2017-2018 OWHC Board of Directors:</p> <ol style="list-style-type: none"> 1. Tracey Poulin Dunn; new member to the Board. 2. Monica Szabo, new member to the Board. 3. Sarika Gundu, new member to the Board. 	<p>Moved: Michael Glatz</p> <p>Seconded: Danielle Stewart</p>	<p>All in favour</p>



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		<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 three 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 Sabrina Arvanitis, Janet Baker, Tim Fleming, Krista Schmid, Ivian Tcharkova and Roslyn Wright, our Board member who have completed their terms with the Coalition. Their contribution to the Board have been invaluable.</i></p> <p><i>I would be remiss if I did not mention the directors who are looking forward to continuing their terms for another year: Allan Smofsky, Gerry Culina, Lisa Van der Vinne, Terri Aversa, Lindsay Bell, Michael Glatz, Nathan Kolan and Danielle Stewart</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><i>Individual</i></p> <ul style="list-style-type: none"> • Dr. Jonas • Janet Baker • B. Walsh • Terri Aversa • <p><i>Organizational members</i> (up to 5 members):</p> <ol style="list-style-type: none"> 1. Psychology Foundation 2. Kingston Frontenac 3. Porcupine Health Unit 4. County of Lambton 5. Middlesex Health Unit 	<p>Moved:</p>	<p>All in</p>
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		<p>6. HKPR District Health Unit</p> <p><u>Student Members</u></p> <ul style="list-style-type: none"> • None <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>Michael Glatz</p> <p>Seconded: Tracey Poulin-Dunn</p>	<p>favour</p>
	<p>6.0 Other business</p>	<p>Janet Baker 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">• Janet Baker 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.”• Jane Baker declared the motion carried and the meeting terminated.	Moved: Danielle Stewart	All in favour
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Meeting Adjourned: 12:30 pm

Signatures:

Janet Baker,
Co-Chair

Tim Fleming
Co-Chair