



**Physical and Health Education Canada
ANNUAL MEETING OF THE GENERAL ASSEMBLY**

**Wednesday, November 6, 2019
5:30 pm – 6:30 pm ET**

National Arts Centre and Virtual
Room: Pacific
1 Elgin Street
Ottawa, ON K1P 5W1

Attendees: Lori Munro-Sigfridson (President), Ross Campbell, Antony Card, Melanie Davis (ED&CEO), Farida Gabbani, Douglas Gleddie, Lena Hozaima, Shannon Kell, Reg Leidl, Grant McManes, Giang Nguyen (Treasurer), Lara Paterson, Stephen Pike, Steve Ranni, Kaelin Tingley, and Cole Wilson.

Recorder: Jodie Lyn-Harrison.

Invited Guest(s): None.

Regrets: None.

1.0 Call to Order

- Quorum was confirmed for the November 6, 2019 Annual Meeting of the General Assembly.
- Lori Munro-Sigfridson, President, called the meeting to order.
- It was recognized that PHE Canada's AGM is being held on unceded and unsurrendered Algonquin Territory, land which long served as a site of meeting and exchange amongst its Indigenous peoples.

2.0 Appointment of Parliamentarian

MOTION 19-11-01 Giang Nguyen / Grant McManes

BE IT RESOLVED to appoint Antony Card as the Parliamentarian.

CARRIED

3.0 Recognition of Special Guests

Lori Munro-Sigfridson recognized the members attending the Annual Meeting of the General Assembly in-person and virtually.

4.0 Approval of Agenda - November 6, 2019

No changes or corrections were made.

MOTION 19-11-02 Reg Leidl / Kaelin Tingley

BE IT RESOLVED to approve the Agenda of PHE Canada's Annual Meeting of the General Assembly for November 6, 2019 as presented.

CARRIED

5.0 Approval of Minutes – November 22, 2018

No changes or corrections were made.

MOTION 19-11-03 Giang Nguyen / Grant McManes

BE IT RESOLVED to approve the Minutes of PHE Canada’s Annual Meeting and Special Meeting of the General Assembly for November 22, 2018 as presented.

CARRIED

6.0 Business

6.01 Business Arising

No Business Arising to report.

6.02 Reports

6.02.1 President’s Report

Lori Munro-Sigfridson presented the President’s Report. Highlights included:

- The 2019 National Conference held in Montreal was the first time a partnership was held with the Association of Physical Educators of Quebec (APEQ) and Federation des éducateurs et éducatrices physiques enseignants du Québec (FEEPEQ). It had a very diverse program and was a successful event.
- The Research Council Forum continued to grow as there are more practitioners attending the event, which is started to promote the knowledge mobilization aspect to bridge the distance between researchers and frontline educators.
- The Student Leadership Experience also continued to grow with the attendance and support of PHE Canada and the Council of Provinces & Territories at the Saskatchewan event. Hoping to continue this support within the National Conference as a component of the pre-conference sessions.
- Appreciation expressed to the office staff for their time and hard work that resulted in a financially stable year.

MOTION 19-11-04 Kaelin Tingley / Douglas Gleddie

BE IT RESOLVED to accept the President’s Report as presented.

CARRIED

6.02.2 Executive Director & CEO’s Report

Melanie Davis presented the Executive Director & CEO’s Report. Highlights included:

- With regards to the Strategic Plan, PHE Canada addressed being “attentive and responsive” by working within disengaged communities this year. Specifically noting the Reboot series and work with Indigenous communities, the association supported new and innovative approaches to physical education to better meet students where they are at in their skills and development.
- PHE Canada continued to increase its efforts and focus on the social determinants of health as both the underlying structure and lens for initiative and program development.
- Every staff member, board member and person connected with PHE Canada has felt and played a part in the collaborative spirit that the association has been carrying forward.
- With regards to “efficient and sustainable”, PHE Canada continues to be watchful and prudent - ensuring that PHE Canada’s health is strong and that the organization is able to move forward in an impactful manner.

MOTION 19-11-05 Giang Nguyen / Cole Wilson

BE IT RESOLVED to accept the Executive Director & CEO's Report as presented.

CARRIED

6.02.3 Finance and Audit Committee Report

(a) 2018-2019 Audited Financial Statements

Giang Nguyen presented the 2018-2019 Audited Financial Statements. Highlights included:

- In the Auditor's opinion, the Financial Statements presents fairly, in all material aspects, the financial position of Physical and Health Education Canada as at June 30, 2019 and the results of its operations and its cash flows for the year ended in accordance with Canadian accounting standards for not-for-profit organizations.
- There remains the \$104,000 Legacy Fund loan to Corporate Operations to support past operating deficits.
- There was a Net Revenue of the Operating Fund of \$41,871 for 2019.
- The deficit for the Operating Fund at the end of 2018 is shown (\$29,914) and when combined with the 2019 results, is now \$11,957.
- Overall, the association's combined Net Assets (worth) as at June 30, 2019 is positive at \$709,824.

MOTION 19-11-06 Farida Gabbani / Douglas Gleddie

BE IT RESOLVED that the 2018-2019 Audited Financial Statements for the fiscal period of July 1, 2018 to June 30, 2019 be accepted as presented.

CARRIED

(b) Legacy Fund Report and Appointment of Trustees

Melanie Davis presented the Legacy Fund Report and Appointment of Trustees. Highlights included:

- A loan repayment was made by PHE Canada to the Legacy Fund.
- Contributions received were mostly from National Conference workshop presenters.
- The investments moved from being managed by the committee to BMO's Managed Portfolio program. Investments are now more diversified, balanced and situated for modest growth potential.
- There was a small decrease in the funds due largely to the current market.
- Overall the status of the Legacy Fund is \$697,867 as at June 30, 2019.
- There are currently two vacant positions on this committee as the Terms of Reference are being re-examined with the onboarding of the Managed Portfolio program.
- A sincere thank you was extended to Iris Bliss for her long-standing commitment to PHE Canada and her excellent leadership with regards to the funds accounts.

Comments:

- There is no set term for PHE Canada to repay the Legacy Fund loan.

MOTION 19-11-07 Grant McManes / Giang Nguyen

BE IT RESOLVED to accept the 2018-2019 Legacy Fund Report as amended.

CARRIED

MOTION 19-11-08 Grant McManes / Reg Leidl

BE IT RESOLVED to accept the following on the Legacy Fund Committee for 2019-2020:

- Past-Chair: Mark Jones
- Chair: Joannie Halas
- Chair-Elect: Jamie Mandigo
- Member-at-Large 2: Vacant
- Member-at-Large 1: Vacant
- Ex-Officio, Investment Representative: Iris Bliss
- Ex-Officio, President: Lori Munro-Sigfridson
- Ex-Officio, President-Elect: Douglas Gleddie
- Ex-Officio, Executive Director: Melanie Davis

CARRIED

(c) Appointment of Auditors for 2019-2020

MOTION 19-11-09 Douglas Gleddie / Farida Gabbani

BE IT RESOLVED to appoint Ouseley Hanvey Clipsham Deep LLP as the 2019-2020 auditors.

CARRIED

6.02.4 Nominating Committee Report

Reg Leidl presented the Nominating Committee Report. Highlights included:

- Reviewed last year's committee members.
- It was an active year for nominations, elections and appointments.
- Acknowledgement and appreciation for all nominees this year, especially those who proceeded through the election process.
- Appreciation expressed to the committee for handling the activities with class, dignity, and respecting those involved in the process.

Comments:

- Wording for the appointed Board members needed to be further clarified. It will be amended to "... being appointed for a # consecutive year term of a possible #-year term."

MOTION 19-11-10 Ross Campbell / Lena Hozaima

BE IT RESOLVED to accept the Nominating Committee Report as amended.

CARRIED

MOTION 19-11-11 Farida Gabbani / Reg Leidl

BE IT RESOLVED to confirm the election of Douglas Gleddie as President-Elect for 2019-2020.

CARRIED

MOTION 19-11-12 Ross Campbell/ Grant McManes

BE IT RESOLVED to confirm the election of the following individuals to the Board of Directors for 2019-2021:

- Lena Hozaima, British Columbia & Yukon Representative
- Cole Wilson, Saskatchewan Representative
- Lara Paterson, Ontario Representative
- Steve Ranni, Nova Scotia Representative
- Maribeth Rogers Neale, Prince Edward Island Representative

CARRIED

MOTION 19-11-13 Lena Hozaima / Douglas Gleddie

BE IT RESOLVED to recognize Lori Munro-Sigfridson as President for 2019-2020.

CARRIED

MOTION 19-11-14 Cole Wilson / Reg Leidl

BE IT RESOLVED to recognize the following individuals on the Board of Directors for 2019-2020:

- Shannon Kell, Alberta & Northwest Territories Representative
- Grant McManes, Manitoba & Nunavut Representative
- Sylvie Beaudoin, Quebec Representative
- Ross Campbell, New Brunswick Representative

CARRIED

Comments:

- Noted that there was a resignation of the Newfoundland & Labrador Representative. A call for recommendations was made for an appointment; however, the process could not be finalized in advance of this meeting.

MOTION 19-11-15 Grant McManes / Reg Leidl

BE IT RESOLVED to recognize the following individuals as Appointed Board Members for 2019-2020:

- Giang Nguyen
- Antony Card
- Lee Schaefer

CARRIED

MOTION 19-11-16 Giang Nguyen / Lena Hozaima

BE IT RESOLVED to accept the following individuals on the Nominating Committee for 2019-2020:

- Ex-Officio, President-Elect: Douglas Gleddie, Chair
- Member-at-Large: Reg Leidl
- Administrative Member-at-Large: Jodie Lyn-Harrison

CARRIED

6.02.5 Approval of Board of Directors Motions

No changes or corrections were made.

MOTION 19-11-17 Giang Nguyen / Ross Campbell

BE IT RESOLVED to approve the 2018-2019 Summary of Motions by the Board of Directors as presented.

CARRIED

7.0 New Business

No New Business to report.

8.0 Acknowledgements and Adjournment

- Sincere appreciation and gratitude extended to Brian Storey, stepping off the board as Past-President, for the past 7 years of service to the association.
- Appreciation extended to outgoing Board members Kaelin Tingley, Jennifer Gruno, Cheryl Tanton and Mike Pittman.
- Welcome extended to Stephen Pike as the upcoming Newfoundland & Labrador Representative who will be appointed at the Board's next meeting in February 2020.

- Reminder to “Save the Date” for the 2020 National Conference on April 29-May 2, in Charlottetown, PEI.

MOTION 19-11-18 Douglas Gleddie

BE IT RESOLVED to adjourn the meeting at 6:30 pm.