

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

Tuesday, November 24, 2020
5:30 pm – 6:30 pm ET

Attendees: Lori Munro-Sigfridson (President), Kellie Baker, Sylvie Beaudoin, Antony Card, Melanie Davis (ED&CEO), Douglas Gleddie (President-Elect), Jodi Harding-Kuriger, Fran Harris, Shannon Kell, Reg Leidl, Grant McManes, Jacki Nysten, Stephen Pike, Alexandra Stoddart and Cole Wilson.

Recorder: Jodie Lyn-Harrison.

Invited Guest(s): Amanda Burford, Ryan Fahey, Ellen Long, Kangming Xu and Fei Wu.

Regrets: Sandra Gibbons and Lara Paterson.

1.0 Call to Order

- Quorum was confirmed for the November 24, 2020 Annual Meeting of the General Assembly.
- Lori Munro-Sigfridson, President, called the meeting to order.

2.0 Appointment of Parliamentarian

MOTION 20-11-01 Douglas Gleddie / Jodi Harding-Kuriger
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 virtual Annual Meeting of the General Assembly.

4.0 Approval of Agenda - November 24, 2020

No changes or corrections were made.

MOTION 20-11-02 Reg Leidl / Jacki Nysten
BE IT RESOLVED to approve the Agenda of PHE Canada's Annual Meeting of the General Assembly for November 24, 2020 as presented.

CARRIED

5.0 Approval of Minutes – November 6, 2019

No changes or corrections were made.

MOTION 20-11-03 Grant McManes / Fran Harris

BE IT RESOLVED to approve the Minutes of PHE Canada's Annual Meeting of the General Assembly for November 6, 2019 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:

- It has been a year like no other due to the Covid-19 pandemic. PHE Canada has been very nimble and adaptive to the changing environment.
- Appreciation expressed to the National Office Staff for their capability and expediency in providing supports and resources for members and clients, including:
 - *Cross-Country Check-Ins* for virtual engagement and support
 - *Spotlight Series* for professional development with content experts
 - *COVID-19 Pandemic: Return to School Canadian Physical and Health Education (PHE) Guidelines* to assist with teaching in an evolving environment
- Networking and membership engagement soared this past year.
- PHE Canada continued to build strong collaborative relationships which helped being able to work collectively and connectivity for impact.
- The PHE Canada Research Council, Council of Provinces and Territories and Canadian Healthy Schools Alliance provided connections to knowledge creators and opportunities for mobilization.
- Appreciation expressed to the Board of Directors for their willingness to become deeply involved to help the association survive and thrive during this challenging time.
- Appreciation expressed to everyone who worked behind the scenes: hosting Cross-Country Check-Ins, reviewing resources, and facilitating workshops. PHE Canada could not have done this without you all.
- The financial health of the organization continues to operate at a high efficiency.
- Recognition of Douglas Gleddie as the incoming President. He brings a wealth of knowledge, compassion for others and passion for the sector.
- I have been very fortunate to work and be with amazing professionals over the course of my presidency.

MOTION 20-11-04 Grant McManes / Douglas Gleddie

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

CARRIED

- Appreciation expressed to Lori Munro-Sigfridson for her presidency and incredible work over the past two years.

6.02.2 Executive Director & CEO's Report

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

- This AGM marks the end of the current three-year Strategic Plan, and reflected on the past year with respect to the strategic intentions.
- *Attentive and Responsive*
 - All hands-on deck for the Covid-19 pandemic response, resource development and engagement supports. PHE Canada had the ability to accomplish this due to the relationships the association has as a group, teamwork, and level of knowledge and respect we have for each other.
 - Support from Sport Canada provided an opportunity to innovate new programs to reach the needs of all students. Funding over the past few years has allowed PHE Canada to test and pilot new approaches for marginalized groups.
- *Advocates and Activists*
 - Worked with other associations, ministry offices and key contacts to advocate for students to lead physically active and healthy lives.
 - During Covid-19 PHE Canada alongside the Council of Provinces and Territories, communicated that PHE is essential. It is critical for student wellbeing
- *Efficient and Sustainable*
 - Financial statements demonstrate fiscal responsibility.
 - Being a lean organization is more than being just frugal - it also encompasses the way we interact and work. It has been demonstrated by the work satisfaction of the staff, the positive relationship with the Board, councils and committees, and the increasing engagement with our members.
- PHE Canada has had a strong year.

MOTION 20-11-05 Sylvie Beaudoin / Jodi Harding-Kuriger

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

CARRIED

6.02.3 Finance and Audit Committee Report

(a) 2019-2020 Audited Financial Statements

Melanie Davis presented the 2019-2020 Audited Financial Statements. Highlights included:

- In the Auditor's opinion, the Financial Statements present fairly, in all material aspects, the financial position of Physical and Health Education Canada as at June 30, 2020 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.
- Due to the Covid-19 pandemic, there was higher than usual cash assets and deferred revenue. This was a consequence of funding being received yet unable to be expensed by the end of the fiscal year. Delayed activities and expenses are projected for the 2020-2021 fiscal year.
- It was a volatile year for investments. However, as the investments are being professionally managed, they are faring well and slowly recovering.
- The Legacy Loan was forgiven this fiscal year, with the decision to restart and revive the Legacy Granting Program.
- There was a Net Revenue for the Operating Fund of \$27,570 for 2020.
- Overall, the association's combined Net Assets (worth) as at June 30, 2020 is positive at \$711,754.

MOTION 20-11-06 Fran Harris / Douglas Gleddie

BE IT RESOLVED that the 2019-2020 Audited Financial Statements for the fiscal period of July 1, 2019 to June 30, 2020 be accepted as presented.

CARRIED

(b) Appointment of Auditors for 2020-2021

MOTION 20-11-07 Stephen Pike / Shannon Kell

BE IT RESOLVED to appoint Ouseley Hanvey Clipsham Deep LLP as the 2020-2021 auditors.

CARRIED

6.02.4 Nominating Committee Report

Douglas Gleddie presented the Nominating Committee Report. Highlights included:

- Reviewed last year's committee members.
- The 2020-2022 nomination cycle was reviewed.
- The slate of directors was reviewed.

MOTION 20-11-08 Fran Harris / Jacki Nylen

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

CARRIED

MOTION 20-11-09 Kelly Baker / Fran Harris

BE IT RESOLVED to confirm the election of the following individuals to the Board of Directors for 2020-2022:

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

CARRIED

MOTION 20-11-10 Jacki Nylen / Shannon Kell

BE IT RESOLVED to recognize Douglas Gleddie as President 2020-2022.

CARRIED

MOTION 20-11-11 Douglas Gleddie / Sylvie Beaudoin

BE IT RESOLVED to recognize Lori Munro-Sigfridson as Past-President for 2020-2021.

CARRIED

MOTION 20-11-12 Fran Harris / Jacki Nylen

BE IT RESOLVED to recognize the following individuals on the Board of Directors for 2020-2021:

- 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 20-11-13 Grant McManes / Jodi Harding-Kuriger

BE IT RESOLVED to recognize the following individuals as Appointed Board Members for 2020-2021:

- Antony Card
- Lee Schaefer

CARRIED

MOTION 20-11-14 Jacki Nysten / Shannon Kell

BE IT RESOLVED to accept the following individuals on the Nominating Committee for 2020-2021:

- Past-President: Lori Munro-Sigfridson, 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 20-11-15 Fran Harris / Grant McManes

BE IT RESOLVED to approve the 2019-2020 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 Giang Nguyen, stepping off the Board after 4 years as an Appointed Director and Treasurer.
- Sincere appreciation and gratitude extended to Lori Munro-Sigfridson, as she moves into the Past-President role.

MOTION 20-11-16 Douglas Gleddie

BE IT RESOLVED to adjourn the meeting at 6:23 pm ET.