

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

**Tuesday, November 23, 2021
6:00 pm – 7:00 pm ET**

Attendees: Douglas Gleddie (President), Kellie Baker, Jennifer Buettner, Antony Card, Melanie Davis (ED&CEO), Tim Fletcher, Nick Forsberg, Renee Gregerson, Shannon Kell, Reg Leidl, Steve McGinley, Grant McManes, Lara Paterson, Rebecca Richardson, Lee Schaefer, Krystle Seymour, Jo Sheppard and Cole Wilson.

Recorder: Jodie Lyn-Harrison.

Invited Guest(s): Heather Callum, Ryan Fahey, Kelsey Fahie, Kangming Xu and Fei Wu.

Regrets: Lori Munro-Sigfridson and Stephen Pike.

1.0 Land Acknowledgement

- Melanie Davis, ED&CEO, provided the Land Acknowledgement.
- We recognize the land we each are situated on across our beautiful country - Turtle Island. PHE Canada's National Office is situated on the traditional unceded territory of the Algonquin Anishnaabeg People. Here four rivers come together from the four directions, making this a traditional meeting ground, gathering place and travelling grounds of the Algonquin Anishnaabeg, Mohawk, and Iroquois Peoples. Whether you are gathering with us today in the same territory, or from a different location, let us take this opportunity to honour and recognize the many First Nations, Metis and Inuit, whose footsteps have marked these lands for generations. Let us all give thanks and gratitude to the elders, knowledge keepers, and those who are no longer with us for their stewardship and teaching. May we work together toward reconciliation.

2.0 Call to Order

- Quorum was confirmed for the November 23, 2021 Annual Meeting of the General Assembly.
- Doug Gleddie, President, called the meeting to order.

3.0 Appointment of Parliamentarian

MOTION 21-11-01 Grant McManes / Jo Sheppard
BE IT RESOLVED to appoint Antony Card as the Parliamentarian.

CARRIED

4.0 Recognition of Special Guests

- Doug Gleddie recognized the following:
 - Former Board members Nick Forsberg, Reg Leidl and Kellie Baker.
 - Research Council members Steve McGinely and Tim Fletcher.

5.0 Approval of Agenda - November 23, 2021

No changes or corrections were made.

MOTION 21-11-02 Lara Paterson / Kellie Baker

BE IT RESOLVED to approve the Agenda of PHE Canada's Annual Meeting of the General Assembly for November 23, 2021 as presented.

CARRIED

6.0 Approval of Minutes – November 24, 2020

No changes or corrections were made.

MOTION 21-11-03 Jo Sheppard / Lara Paterson

BE IT RESOLVED to approve the Minutes of PHE Canada's Annual Meeting of the General Assembly for November 24, 2020 as presented.

CARRIED

7.0 Business

7.01 Business Arising

No Business Arising to report.

7.02 Reports

7.02.1 President's Report

Doug Gleddie presented the President's Report. Highlights included:

- It was an interesting year. Covid-19 cases peaked and receded throughout the year, and the PHE community aptly demonstrated their resilience and sense of humour.
- There were many wonderful accomplishments by PHE Canada regarding new and ongoing programs and resources.
- The importance of well being, health and physical literacy is very evident for ourselves, our students and our community. As is the importance of disconnecting and refreshing during this stressful time.
- Do not return to normal – Covid-19 taught society quickly that things must be done differently, to be reflective of our actions, and to change our practices for the better.
- Appreciation expressed to Melanie Davis for her wisdom, grace under pressure, and ability to have fun.
- Appreciation expressed to the National Office Staff for their unique skills and essential roles.
- Appreciation expressed to the Board members for their critical thinking, thorough assessments, committee involvement, and ensuring that we honour those among us who have passed.
- Recognition of Jo Sheppard as the incoming President-Elect. Jo is a wonderful human being who will challenge, encourage and support PHE Canada moving forward.

- Recognition of Lori Munro-Sigfridson as the outgoing Past-President. Lori is the true model of great things contained in a small package.
- We are moving onwards and upwards as an organization. We're in a really good spot. Thank you everyone because we wouldn't be here without you.

MOTION 21-11-04 Cole Wilson / Shannon Kell

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

CARRIED

7.02.2 Executive Director & CEO's Report

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

- PHE Canada had a fantastic year – despite four waves of Covid-19 and a tremendous amount of natural disasters.
- We discovered a lot of creative and new ways to work, and as a result were able to deepen working relationships and increase accessibility to people who we normally would not be able to work with. We were able to produce a significant number of resources involving a substantial number of people.
- We are ever grateful to the PHE community who rallied themselves to be present, creative and involved. This is all about the PHE community reaching out and sharing their knowledge.
- Key figures included:
 - 27 videos → 163,000 views
 - 250 new lesson plans → 77,000 downloads
 - Return to school resources → 40,000 downloads
 - Resources translated into three different languages, not including French, for international use
 - Cross-country check-ins → 1,800 participants
 - 50 professional development session
 - Gained over 2,000 followers on social media, 500 followers on Instagram
- Appreciation expressed to the Board of Directors, our provincial and territorial partners, our Research Council and the PHE community, who all played critical roles in creating those numbers with PHE Canada.
- Appreciation expressed to our funding partners without whom many of these resources would still be just ideas.
- Appreciation expressed to the National Office Staff for their leadership and collaboration abilities, something that PHE Canada should be very proud of.

MOTION 21-11-05 Jennifer Buettner / Grant McManes

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

CARRIED

7.02.3 Finance and Audit Committee Report

(a) 2020-2021 Audited Financial Statements

Melanie Davis presented the 2020-2021 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, 2021 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 continuing Covid-19 pandemic, cash assets and deferred revenue remained high due to delayed implementation of approved projects. Also, there were several multi-year projects where funding crosses over into the next fiscal year.
- Investments have recovered from last year's downturn due to the Covid-19 pandemic and is in a healthy position.
- The Due To/From Legacy Funds indicates the portion of the audit expenses attributed to investments.
- The leasing commitment for the National Office ends April 30,2022. A reduction of space will be investigated as PHE Canada moves towards a hybrid working model.
- There was a Net Revenue for the Operating Fund of \$57,752 for 2021.
- Overall, the association's combined Net Assets (worth) as at June 30, 2021 was \$853,132.

MOTION 21-11-06 Reg Leidl / Lee Schaefer

BE IT RESOLVED that the 2020-2021 Audited Financial Statements for the fiscal period of July 1, 2020 to June 30, 2021 be accepted as presented.

CARRIED

(b) Appointment of Auditors for 2021-2022

MOTION 21-11-07 Jo Sheppard / Cole Wilson

BE IT RESOLVED to appoint Ouseley Hanvey Clipsham Deep LLP as the 2021-2022 auditors.

CARRIED

7.02.4 Nominating Committee Report

Reg Leidl presented the Nominating Committee Report. Highlights included:

- The list of committee members was reviewed.
- The 2021-2023 nomination cycle was reviewed.
- The slate of directors was reviewed.

MOTION 21-11-08 Grant McManes / Jennifer Buettner

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

CARRIED

MOTION 21-11-09 Cole Wilson / Shannon Kell

BE IT RESOLVED to recognize Joanna Sheppard as President-Elect for 2021-2022.

CARRIED

MOTION 21-11-10 Grant McManes / Jo Sheppard

BE IT RESOLVED to confirm the election of the following individuals to the Board of Directors for 2021-2023:

- Renee Gregerson, British Columbia & Yukon Representative
- Jennifer Buettner, Saskatchewan Representative
- Rebecca Richardson, Ontario Representative
- Steve Ranni, Nova Scotia Representative
- Maribeth Rogers Neale, Prince Edward Island Representative

CARRIED

MOTION 21-11-11 Cole Wilson / Jo Sheppard

BE IT RESOLVED to recognize Douglas Gleddie as President 2021-2022.

CARRIED

MOTION 21-11-12 Kelly Baker / Fran Harris

BE IT RESOLVED to recognize the following individuals to the Board of Directors for 2021-2022:

- 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 21-11-13 Grant McManes / Jodi Harding-Kuriger

BE IT RESOLVED to recognize the following individuals as Appointed Board Members for 2021-2022:

- Antony Card
- Lee Schaefer
- Sabrina Razack

CARRIED

MOTION 21-11-14 Jennifer Buettner / Grant McManes

BE IT RESOLVED to accept the following individuals on the Nominating Committee for 2021-2022:

- President-Elect: Joanna Sheppard, Chair
- Member-at-Large: Reg Leidl
- Administrative Member-at-Large: Jodie Lyn-Harrison

CARRIED

7.02.5 Approval of Board of Directors Motions

No changes or corrections were made.

MOTION 21-11-15 Lara Paterson / Jennifer Buettner

BE IT RESOLVED to approve the 2020-2021 Summary of Motions by the Board of Directors as presented.

CARRIED

8.0 New Business

No New Business to report.

9.0 Acknowledgements and Adjournment

- Sincere appreciation and gratitude extended to Lara Paterson, who is stepping off the Board of Directors after 4 years as the Ontario Representative.
- Sincere appreciation and gratitude extended to Cole Wilson, who is stepping off the Board of Directors after 4 years as the Saskatchewan Representative.
- Sincere appreciation and gratitude extended to Lori Munro-Sigfridson, who is now stepping off the Board of Directors after 8 years of service as a Director and President.

MOTION 21-11-16 Kellie Baker

BE IT RESOLVED to adjourn the meeting at 7:07 pm ET.