

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

**Wednesday, November 27, 2024
6:00 pm – 7:00 pm (ET)**

Attendees: Jo Sheppard (President), Kellie Baker (President-Elect), Antony Card (Treasurer), Melanie Davis (ED&CEO), Julie Andrews, Sylvie Beaudoin, Jennifer Buettner, Jeff Crane, Joe Crossland, Doug Gleddie, Martha Gumprich, Cyril Indome, Shannon Kell, Astrid Kendrick, Michelle Kilborn, Reg Leidl, Steve McGinley, Jacinta McGrath, Brian (Mick) McMillan, Colin Pybus, Sabrina Razack, Damien Schmidt, Krista Smeltzer, Allister Smith, Scott Taylor, Tricia Zakaria.

Recorder: Jodie Lyn-Harrison.

1.0 Land Acknowledgement

- Jo Sheppard, President, provided the Land Acknowledgement.

2.0 Call to Order

- Quorum was confirmed for the November 27, 2024, Annual Meeting of the General Assembly.
- Jo Sheppard, President, called the meeting to order.

3.0 Appointment of Parliamentarian

MOTION 24-11-01 Steve McGinley / Astrid Kendrick

BE IT RESOLVED to appoint Antony Card as the Parliamentarian.

CARRIED

4.0 Recognition of Special Guests

- Jo Sheppard recognized everyone and thanked them for attending.

5.0 Approval of Agenda – November 27, 2024

No changes or corrections were made.

MOTION 24-11-02 Doug Gleddie / Jacinta McGrath

BE IT RESOLVED to approve the Agenda of PHE Canada's Annual Meeting of the General Assembly for November 27, 2024, as presented.

CARRIED

6.0 Approval of Minutes – November 15, 2023

No changes or corrections were made.

MOTION 24-11-03 Mick McMillan / Jacinta McGrath

BE IT RESOLVED to approve the Minutes of PHE Canada's Annual Meeting and Special Meeting of the General Assembly for November 15, 2023, as presented.

CARRIED

7.0 Business

7.01 Business Arising

No Business Arising to report.

7.02 Reports

7.02.1 President's Remarks

Jo Sheppard provided the President's Remarks. Highlights included:

- As a PHE Community, we built relationships, shared insights, and work together no matter the distance. It has been a privilege to connect with such dedicated individuals across the country, and these interactions have made my experience with PHE Canada all the more meaningful.
- Appreciation was expressed to Melanie Davis (ED&CEO), Doug Gleddie (Previous President) and Kellie Baker (President-Elect).
- There is much work associated with the role of President. As a s a l volunteer, I am reminded of my belief in PHE and our national organization We are shaping lives, and I believe in the impact of our work.
- There is a *Duty of Care* to PHE Canada, our positions and jobs, and each other. I have immense gratitude for circles of trust, and reinforced partnerships. This is a fundamental responsibility that demands vigilance, preparation, and proactivity. This is not always easy, but doing this realizes the potential of PHE in a way that is inclusive, appropriate, and respectful of the diverse needs and backgrounds of all students.
- As we move forward, there is the continuous need to balance tradition and history with the continuing development of PHE and the world around us. In doing so we recognize the foundations upon which we stand and acknowledge that certain practices were exclusionary, biased, or even damaging, marginalizing specific groups, or perpetuating cultural insensitivity. By critically examining our past and addressing systemic issues with actions, we strengthen our commitment to creating inclusive, equitable, and empowering physical and health education programs for all our students as well as for our future members of PHE Canada.
- Appreciation was expressed for the time spent as Board President with PHE Canada.

MOTION 24-11-04 Sylvie Beaudoin / Krista Smeltzer

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

CARRIED

7.02.2 Executive Director & CEO's Report

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

- This meeting is the 92nd AGM for PHE Canada.
- Celebrated the 2024 National Conference in Saskatoon, SK, by partnering with PHE Sask.
- The Equity Diversity and Inclusion Committee was previously struck to ensure that the equity audit was completed and implemented. This committee will now continue as a standing committee to address broader items for PHE Canada.
- The National Office was very busy, travelling across the country to facilitate workshops, and working on exciting initiatives such as Passport for Life 2.0, PHE Campus, and PHE Student Chapters.

- Appreciation was expressed to the Board of Directors, Council of Provinces & Territories, Research Council, and National Office Staff.

MOTION 24-11-05 Allister Smith / Sylvie Beaudoin

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

CARRIED

7.02.3 Finance and Audit Committee Report

(a) 2023-2024 Audited Financial Statements

Melanie Davis presented the 2023-2024 Audited Financial Statements. In summary:

- In the Auditor's opinion, the Financial Statements present fairly, in all material aspects, the financial position of Physical and Health Education Canada as of June 30, 2024, 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.
- Note 7 is a restatement for June 30, 2023, where some deferred revenue should have been realized in the previous year.
- Cash Assets and Deferred Revenue were reduced as the effects of the pandemic receded, as well as removing the one-time \$2M funding from Sport Canada for the CSAI initiative.
- The investments were slightly up, and the PHE Canada Legacy Funds now include the Margaret Eaton School Leadership Fund.
- Schedules of Public Health Agency of Canada and Sport Canada contributions are found on pages 15-16. Everything was in order.
- There was a Net Revenue for the Operating Fund of \$55,553 for 2024.
- Overall, the association's combined Net Assets (worth) as of June 30, 2024, was \$990,032.
- Appreciation was expressed to Jodie Lyn-Harrison (CAO) and Kangming Xu (Lead, Finance & Admin). It takes a lot of work from budgeting to financial controls, oversight, reporting and auditing.
- The organization is in good financial standing, with stable revenues and expenses.

MOTION 24-11-06 Kellie Baker / Mick McMillan

BE IT RESOLVED that the 2023-2024 Audited Financial Statements for the fiscal period of July 1, 2023, to June 30, 2024, be accepted as presented.

CARRIED

(b) Appointment of Auditors for 2024-2025

MOTION 24-11-07 Astrid Kendrick / Allister Smith

BE IT RESOLVED to appoint Ouseley Hanvey Clipsham Deep LLP as the 2024-2025 auditors.

CARRIED

7.02.4 Nominating Committee Report

Kellie Baker presented the Nominating Committee Report. In summary:

- The list of committee members was reviewed.
- The 2024-2026 nomination cycle was reviewed.
- The slate of directors was reviewed.
 - Cyril Indome was missing from the slate of 2024-2026 Directors and was added.

MOTION 24-11-08 Steve McGinley / Krista Smeltzer

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

CARRIED

MOTION 24-11-09 Krista Smeltzer / Steve McGinley

BE IT RESOLVED to accept the following individuals on the Nominating Committee for 2024-2025:

- Past-President: Jo Sheppard, Chair
- Member-at-Large: Lori Munro-Sigfridson
- Administrative Member-at-Large: Jodie Lyn-Harrison

CARRIED

MOTION 24-11-10 Sylvie Beaudoin / Mick McMillan

BE IT RESOLVED to recognize the following individuals to the Board of Directors for 2024-2026:

- Astrid Kendrick, Alberta Representative
- Cyril Indome, Manitoba Representative
- Krista Smeltzer, Quebec Representative
- Joe Crossland, New Brunswick Representative
- Jacinta McGrath, Newfoundland & Labrador

CARRIED

MOTION 24-11-11 Doug Gleddie/ Krista Smeltzer

BE IT RESOLVED to confirm Kellie Baker as President for 2024-2026.

CARRIED

MOTION 24-11-12 Jacinta McGrath / Mick McMillan

BE IT RESOLVED to recognize Joanna Sheppard as Past-President for 2024-2025.

CARRIED

MOTION 24-11-13 Joe Crossland / Jacinta McGrath

BE IT RESOLVED to confirm the election of the following individuals to the Board of Directors for 2024-2025:

- Steve McGinley, British Columbia Representative
- Jennifer Buettner, Saskatchewan Representative
- Rebecca Richardson, Ontario Representative
- Jennifer McKenzie, Nova Scotia Representative
- Allister Smith, Prince Edward Island Representative

CARRIED

MOTION 24-11-14 Sylvie Beaudoin / Jennifer Buettner

BE IT RESOLVED to recognize the following individuals as Appointed Board Members for 2023-2024:

- Sabrina Razack
- Brian McMillan
- Danielle Bates

CARRIED

7.02.5 Approval of Board of Directors Motions

No changes or corrections were made.

MOTION 24-11-15 Colin Pybus / Doug Gleddie

BE IT RESOLVED to approve the 2023-2024 Summary of Motions by the Board of Directors as presented.

CARRIED

8.0 New Business

8.01 Amendments to By-law No. 1 of the Corporation

- Melanie Davis reviewed the briefing note for the By-law amendments.

MOTION 24-11-16 Astrid Kendrick / Allister Smith

BE IT RESOLVED that Bylaw No. 1 clause II.10 Dissolution be amended as follows:

~~It is specifically provided that in the event of dissolution or winding up of the Corporation, any property remaining on liquidation of the Corporation after discharge of liabilities, including and after returning any property given to the Corporation on the condition that it be returned when the Corporation is dissolved, shall be distributed to one or more qualified donees within the meaning of subsection 248(1) of the Income Tax Act (Canada).~~

Upon the dissolution of the Corporation, any funds or assets remaining after the discharge of liabilities will be distributed to one or more qualified donees within the meaning of subsection 248(1) of the Income Tax Act.

CARRIED

MOTION 24-11-17 Doug Gleddie / Mick McMillan

BE IT RESOLVED that Bylaw No. 1 clause VI.07 Voting Rights and Procedures be amended as follows:

Only Directors in attendance at any meeting of the Board of Directors may vote. Proxies are not accepted at meetings of the Board. At all meetings of the Board, every question shall be decided by a majority of the votes cast on the question. ~~The Chair of the meeting of the Board shall not vote except to break a tie vote of the Directors.~~ **The Chair of the meeting shall have the right to vote during any hidden ballot. In the case of an equality of votes, the Chair of the meeting in addition to an original vote shall have a second or casting vote.**

CARRIED

8.02 Awards and Recognition – Naming Policy

Melanie Davis reviewed the briefing note for the Awards and Recognition Naming Policy. In summary:

- PHE Canada's EDI Audit Report identified strengths, gaps, and opportunities to move the organization forward in its EDI efforts and to identify opportunities to address systemic issues with recommended actions.
- One such recommendation was to examine the naming of awards – awards named after historical figures may not have relevance in the current climate of equity, inclusion and social justice. Since 2021, the honorary names on all awards were removed and the award titles were revised to specifically reflect their intent - except for the R. Tait McKenzie Lifetime Achievement Award.
- Historical information coming forward, that was not in keeping with the values of PHE Canada over the past several months resulted in the Board of Directors approving motions to remove all names from PHE Canada awards, and that future awards may not bear names.

- The R. Tait McKenzie Lifetime Achievement Award is now the Lifetime Achievement Award. Dr. McKenzie was a Canadian physician, educator, sculptor, and physical educator who made significant contributions to the field of physical fitness and was a pioneer in physical rehabilitation. He was also involved with the Eugenics movement, which is not in-line with PHE Canada's values and could harm the organization's reputation. Both the Awards Committee and the EDI Committee conducted a review of Dr. McKenzie, and presented their information to the Board.
- This item is important to many members, and the Board thanked everyone for their hard work and the difficult process involved - acknowledging that while not everyone is happy with the decision, many are.

MOTION 24-11-18 Astrid Kendrick / Doug Gleddie
BE IT RESOLVED to extend the meeting by 30 minutes.
CARRIED

Discussion

- Several attendees disagreed with renaming the R. Tait McKenzie Lifetime Achievement Award.
- Concern was expressed about the decision-making process for renaming the R. Tait McKenzie Lifetime Achievement Award.
 - The decision seems to have been made very fast. It should have been slowed down.
 - The transparency of the process was not clear.
 - This was a big decision for the organization and was done without membership consultation.
 - What about those members not in attendance for this meeting? What about the previous award recipients? Where are their voices and opinions on this issue?
 - The Awards and EDI committees' findings on Dr. McKenzie were not shared with the membership.
 - This award has been in place for many years and is the premier award for the organization.
- Concern was expressed for comparing beliefs from 1860 to those in 2020.
 - Everyone has flaws and issues - is it right to judge someone's beliefs and actions from over 100 years ago?
 - We can find something wrong with every historical figure.
 - Eugenics occurred during a time of science and exploration. It started as a study of development and became a horrific movement.
 - What will the belief systems be in the future?
- Concern was expressed about the review of Dr. McKenzie.
 - Was the information from a reliable source?
 - How deep and wide was the research on Dr. McKenzie?
 - More review and investigation should be done.
 - Multiple perspectives and an in-depth historical analysis should be completed to ensure a wholesome decision involving everybody who needs to be involved.
- PHE Canada staff remains open to further discussions, deeper conversations to share the decision-making process and the research that was gathered

8.03 2025-2029 Strategic Plan

Kellie Baker presented the PHE Canada 2025-2029 Strategic Plan. Highlights included:

- Reviewed the process timelines, and thanked the stakeholders who provided their voices for input and feedback.
- The Vision and Mission remain the same.
- This plan provides statements that are reflective of diverse communities and inclusivity.
- The Charter of Rights and Freedom will be noted in this plan.
- There are 3 Guideposts:
 1. Build Pathways for Diverse and Emerging Leadership
 2. Ensure Financial Sustainability
 3. Invest in and Support a Diverse Staff Team
- There are 4 Key Intentions, and 6 Actions within each:
 - Drive Program Innovation & Activation
 - Strengthen Healthy, Active, Educational, and Sustainable Learning Environments
 - Grow Research, Advocate & Mobilize Knowledge
 - Champion Equitable & Holistic
- Note the mention of sport within this plan. There was significant feedback from stakeholders concerning the declining status of school sports. We are looking to create a framework to address staffing/coaching issues, inclusion and accessibility.
- Appreciation was expressed to Kellie Baker for working step-by-step through the strategic planning process.

9.0 Acknowledgements and Adjournment

- **Appreciation was expressed to Jo Sheppard for her dedication, thoughtfulness and energy as President for 2022-2024.**
- Welcome and appreciation was expressed to Kellie Baker as the President for 2024-2026.

MOTION 24-11-19 Doug Gleddie

BE IT RESOLVED to adjourn the meeting at 7:18 pm ET.