



ANNUAL GENERAL MEETING

Thursday, May 16, 2024

16:00 – 17:00 EST

Virtual Meeting

DRAFT MINUTES

1. CALL TO ORDER AND INTRODUCTIONS

The Chair of the Board of Directors, called the Annual General Meeting to order. It was determined that there was quorum, and that appropriate notice had been provided for the Annual General Meeting, as required by the College By-Laws. The agenda and meeting materials were pre-circulated on April 16, 2024, providing members 30 days' notice as required in the College By-Laws. The President and CEO provided the meeting technical details in both languages to ensure proper process for member voting, as well as the process for members to provide comments and questions. The Chair read the Land acknowledgement.

2. APPROVAL OF CONSENT AGENDA

The Chair noted that the approval of the consent agenda included the meeting agenda, the minutes of the May 25, 2023 Annual General Meeting and the Actions of the Board of Directors in 2023. No new items of business were added to the consent agenda.

MOTION 1: It was MOVED by Bernard Leduc and SECONDED by Bryan Herechuk to approve the consent agenda as circulated.

CARRIED

3. APPROVAL OF 2024-2027 BOARD OF DIRECTORS NOMINATION SLATE

The Chair noted that the Board of Directors brought forward four new Board Directors for an initial term of office on the Board (2024 – 2027). Dr. Marc Bilodeau, FCCHL, Region 2 – Quebec, previous appointed Canadian Armed Forces Representative Director on the Board of Directors, Dr. Katherine Chubbs, CHE, Region 4 – Alberta, Mike Nader, Region 4, and Colin Stevenson, CHE, Region 1 – Nova Scotia. The Board also welcomed the newly appointed Brigadier General Marilyn Chenette, CHE as the Canadian Armed Forces Director on the Board of Directors for the College for a three-year term 2024-2027 replacing Dr. Marc Bilodeau who retired from the military earlier this year.

It was also noted that three Board of Directors have completed their first term (2021-2024), Andrea D'Addario, CHE, Region 6 – Northwest Territories, Yukon and Nunavut, Dr. Lynn Stevenson, FCCHL, Region 5 – British Columbia, and Marianne Walker, CHE, Region 3 - Ontario and have agreed to remain on the Board of Directors for a second term (2024 – 2027) pending membership approval.

The College is pleased to share that Board Chair, Brenda Rebman, CHE will be extending her term as Board Chair for one year (2024-2025) and Raj Malik, CHE will be appointed as incoming Vice Chair for the Board of Directors for 2024-2026, pending membership approval.

MOTION 2: It was MOVED by Jennifer Proulx and SECONDED by James Chan to approve the 2024-2027 Board of Directors Nomination Slate as presented.
CARRIED

4. **CHAIR'S REPORT**

The Chair reflected on 2023 and how the College has entered 2024 with strong momentum and a clear sense of purpose. Last year was marked by transition, as we navigated the evolving post-pandemic landscape and established new ways of working and blending virtual and in-person approaches.

The Chair noted that the College achieved record results for the fourth consecutive year in new member acquisition, CHE registrations, and 360 assessments. Additional milestones included increased downloads of the *Healthcare Management Forum*, a rise in individual award nominations, corporate member growth, and high conference satisfaction rates. These accomplishments signal more than just metrics; they reflect meaningful engagement from health leaders nationwide.

The Chair highlighted the successful launch of *Inspire Nursing*, a nurse leadership program developed in partnership with the Canadian Nurses Association. The College also hosting the first in-person *CCHL National Conference* and look forward to welcoming members to Halifax in June 2024.

Guided by the strategic plan, CCHL remain focused on fostering a connected community, amplifying a national voice, and supporting career journeys. Leadership development is resurging across health institutions, and we continue to support this through programs such as the *Aspiring Health Leader* initiative and the *National Mentorship Program*.

Looking ahead, the Chair noted a key priority will be the development of the *CCHL Leadership Organization*—a new concept in organizational leadership. Additionally, the College will take a public step toward addressing Indigenous health inequities through the release of its *Framework for Action* at the June conference, committing to cultural safety and humility across the healthcare system.

The Chair thanked the Chapter volunteers who have continued to support and engage their members through a wide range of events.

The Chair expressed appreciation for the dedication of CCHL's Chapter volunteers and deeply appreciate the continued support of corporate partners. The Chair acknowledged the upcoming retirement of President and CEO, Alain Doucet. A search committee, in partnership with Boyden Canada, has been established to identify his successor, ensuring alignment with CCHL's mission to inspire and support health leaders across Canada.

5. **APPROVAL OF THE 2023 AUDITED FINANCIAL STATEMENTS**

Dr. Marc Bilodeau, Board Treasurer and Chair, Audit & Finance Committee provided an overview of the 2023 Audited Financial Statements noting that the 2023 consolidated statements of College operations show revenues of \$4,730,497 and expenses of \$4,683,740. The net income for the year of 2023 is \$46,757. This is a significant improvement over our 2022 results due to improved revenue from several of our lines of business, cost control and a lower strategic investment budget in 2023 compared to 2022. The initial budget for 2023 showed a loss of \$120,814. Budget for 2024 is a surplus of approximately \$45,000.

The Treasurer noted that our accumulated surplus remains relatively healthy at \$1,345,411 of which \$1,000,000 is held in medium- and long-term reserves. The 2023 strategic investment of

\$185,000 has been fully spent. There is no investment budget for 2024 and therefore no further restricted accounts are disclosed in the notes.

MOTION 3: It was MOVED by Dr. Marc Bilodeau and SECONDED by Raj Malik to approve the 2023 Audited Financial Statements, as circulated.

CARRIED

6. **APPOINTMENT OF AUDITORS FOR 2024**

Dr. Marc Bilodeau noted that in 2022, Raymond Chabot Grant Thornton LLP was approved by the Board of Directors as the College's external auditor for 5-years (2022-2027), subject to satisfactory performance and the College membership annual approval at the Annual General Meeting. The Board of Directors recommends the approval of Raymond Chabot Grant Thornton LLP as the College's auditors for the 2024 fiscal year. No questions or comments were raised.

MOTION 4: It was MOVED by Dr. Marc Bilodeau and SECONDED by Bryan Herechuk to approve Raymond Chabot Grant Thornton LLP as the College's auditors for the 2024 fiscal year.

CARRIED

7. **NEW BUSINESS**

No new business was brought forward by the membership.

8. **DATE AND LOCATION OF 2025 ANNUAL GENERAL MEETING**

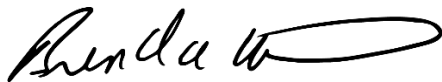
The Chair noted that the College's next Annual General Meeting will occur on May 21, 2025. To maximize transparency and access for all College members we will continue to present the Annual General Meeting virtually.

9. **ADJOURNMENT**

MOTION 5: It was MOVED by Mike Nader and SECONDED by Danica Hamilton to adjourn the 2024 Annual General Meeting.

CARRIED

Signed by:



Brenda Rebman, CHE
Chair, Board of Directors