

THS Board Meeting (#4)

Minutes

Tuesday, March 30, 2021, 6:00 pm
By Teleconference

Present: Malcolm Bernstein, David Bronskill, Martin Buckle, Krista Bulmer, Mark Dilworth, Yusef Hafez, Nicholas Kanhai, Charissa Lai, Kathy McDonald, Peter Newell, Emily Pang, Dominique Rousselle, Josh Shanahan, Stephen Steele, Angela Young

Staff: Jacques Messier, CEO; Tegan Buckingham, Director, Integrated Marketing and Development; Carol Boulding, Director, People & Culture; Subah Chhabra, Diversity, Equity & Inclusion Specialist; Claudette Turner, Recording Secretary

Martin Buckle called the meeting to order at 6:05 pm.

1. Regular Business

1.1 THAT the Agenda be approved.

Moved: Martin Buckle

Seconded: Nick Kanhai

... **Carried.**

1.2 THAT the Minutes of the February 23, 2021 meeting be approved.

Moved: Martin Buckle

Seconded: Krista Bulmer

... **Carried.**

Martin noted that the 2021 budget would be presented at the April meeting after the Audit & Finance Committee has reviewed it.

2. Development Committee

Yusef Hafez reviewed the Terms of Reference for the Development Committee and reported on the work the Committee has performed to date. He indicated that the next piece will be a gift acceptance policy with a focus on reputational risk management, and noted that the Committee will request input from Board members with respect to financial and legal implications. Further information will be provided at the next Board meeting.

The following motion was proposed:

2.1 THAT the Terms of Reference for the Development Committee be approved.

After discussion, the following amended motion was proposed:

THAT the Terms of Reference for the Development Committee be approved, with the Committee to comprise Josh Shanahan, Martin Buckle and Yussef Hafez. The Director of Integrated Marketing and Development was designated as the staff liaison to the Committee.

Moved: Malcolm Bernstein

Seconded: Josh Shanahan

... **Carried.**

3. Diversity, Equity & Inclusion

Carol Boulding, Director, People & Culture introduced Subah Chhabra, who provided an update on the Diversity, Equity & Inclusion (DEI) program. Subah outlined the six-phase program. A survey was conducted that indicated priority areas of racial/ethnic diversity, disability diversity and socio-economic diversity.

The program is currently in its second phase, and strategies will be rolled out over the next several months. Subah offered the Board a link to further information.

The Board thanked Subah for her excellent presentation.

4. Employee Engagement Survey

Carol Boulding reviewed the results of the Employment Engagement Survey in comparison to the previous year. The overall results were positive, especially considering the pandemic situation over the past year. Although there were no new major concerns, responses indicated a need for additional mental health support relating to the pandemic.

Carol indicated that action items are diversity, equity and inclusion, leadership development, compensation review, as well as a continued focus on employee feedback on health and safety and career development.

Carol responded to the Board's questions on various aspects of the Employee Engagement Survey.

The Board expressed its appreciation to Carol for her informative and enlightening presentation.

5. CEO Report

Jacques Messier advised the Board of two human resources matters.

He reported that the Society's financial position is consistent with last year's.

Jacques noted that the 2021 budget will be brought to the Board at the next meeting.

He provided an update on the Foster Survey, the result of which reflected a score of 4.5 out of 5.

The Board discussed the potential for opportunities for shelter medicine arising from veterinary consolidation initiatives.

6. Annual General Meeting

Krista Bulmer updated the Board on the timelines for the September 14, 2021 AGM. She noted that there will be a bylaw amendment.

Krista requested the following motion:

- 6.1 THAT the Society's Members' Town Hall be held during the weekend of August 7 to coincide with this year's virtual Paws in the Park.

Moved: Yusef Hafez

Seconded: Josh Shanahan

... **Carried.**

The Board discussed the composition of this year's Nominating Committee and Martin Buckle, David Bronskill and Kathy McDonald agreed to serve on this Committee to recruit candidates and make recommendations for endorsement to the Board.

7. Committee Reports

Audit & Finance – As Stephen Steele had to leave the meeting early, Martin Buckle reported that the Budget would be presented at the next meeting, the annual audit is beginning, and that the Society's financial position is stable.

Facilities – Dominique Rousselle reported that upkeep on the building has become quite expensive over the past several years. He noted that the next meeting of the Committee will be on April 7.

Governance – The Committee discussed the timing and issues surrounding the AGM and Members’ Town Hall as well as skill sets required for the Board in the 2021-2022 term. Board members were requested to complete the skills matrix.

Animal Welfare – Angela Young reported that the AWC work plan has been updated and the information has been uploaded into the calendar. The Committee has been working on risk management, i.e. covering risks of fire and flood. The next risk management focus, including developing reporting tools, will be shelter admissions and shelter of animals. The Committee is in the process of revamping the operations report to be more user-friendly. Phil Nichols was requested to send the Animal Welfare operations report to the Board for additional input.

8. Next Meetings

Tuesday, April 27, 2021, 6:00 pm.

Tuesday, May 25, 2021, 6:00 pm.

Tuesday, June 29, 2021, 6:00 pm.

9. In-camera

The Board moved in-camera at 8:05 pm and rose at 8:20 pm.

10. Adjournment

The meeting adjourned at 8:20 pm.

Martin Buckle, Chair

Nicholas Kanhai, Secretary

Date

Date