

THS Board Meeting (#3) Minutes

Tuesday, February 23, 2021, 6:00 pm
By Teleconference

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

Regrets: Malcolm Bernstein

Staff: Jacques Messier, CEO; Phil Nichols, COO; Tegan Buckingham, Director, Integrated Marketing and Development; Claudette Turner, Manager, Executive Department (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: Krista Bulmer

Carried.

1.2 THAT the Minutes of the November 24, 2020 meeting be approved as amended.

Moved: Martin Buckle

Seconded: Dominique Rousselle

Carried.

THAT the Minutes of the January 26, 2021 meeting be approved.

Moved: Martin Buckle

Seconded: Josh Shanahan

Carried.

1.3 THAT memberships from January 27, 2021 through February 23, 2021 and all timely renewal memberships be approved.

Moved: Krista Bulmer

Seconded: Martin Buckle

Carried.

Dominique Rousselle kindly offered to call the new members.

2. Use of Teams

Phil Nichols and Nick Kanhai provided an overview of the Teams features and functionality, the information available to Board members, and ways that the Board can optimize the use of Teams. Phil offered to provide “walk-through” assistance to any Board members who request it. The Board thanked Phil for his presentation of the information available to Board members through Teams.

3. CEO Report

Jacques Messier advised that the Society had received an erroneous Government payroll subsidy payment which will be returned. The cash flow adjustment will take place in mid-year. Preliminary results show cash flow projections more favourable at the end of 2020 than at the beginning of 2020. Stephen Steele congratulated Jacques on having managed the Society’s finances extremely well during the pandemic.

In response to a query, Jacques advised that he hopes to have the budget available for the next Board meeting.

People & Culture Director, Carol Boulding will attend the next Board meeting to review the results of the recent Employee Engagement survey.

4. Annual General Meeting

Krista Bulmer advised that the Society can hold its 2021 AGM virtually on Tuesday, September 14, 2021 at 6:00 pm with GetQuorum, and proposed the following motion:

- 4.1 THAT the Society hold its 2021 AGM virtually on September 14, 2021 at 6:00 pm and start work towards that including necessary expense (e.g. technology and communications) related to the AGM.

Moved: Krista Bulmer

Seconded: Martin Buckle

... **Carried.**

Krista invited Board members to offer their insights on required future competencies. Martin Buckle will share information on Teams. Board members whose terms are expiring in 2021 and who are eligible to run again, were asked to confirm their intentions.

Jacques will speak with Tegan Buckingham, Director, Integrated Marketing & Communications with regard to enhancing the appeal of the members’ Town Hall.

5. Executive Committee

Martin Buckle and Krista Bulmer discussed the role of the Executive Committee in accordance with the bylaws and proposed the following motion:

- 5.1 THAT the Chair, President, Vice-President, Treasurer and Secretary form the Executive Committee and that the Committee members' roles and responsibilities be as set out in the Society's bylaw.

Moved: Emily Pang

Seconded: David Bronskill

... Carried.

6. Committee Reports

Facilities – Dominique Rousselle reported that Jacques Messier had done a property review and analysis of what needs to be repaired and the cost of doing so. Accessibility needs are also being factored in to the cost of upgrades. Kathy McDonald will be joining the Facilities Committee. The Committee will meet on March 3. David Bronskill offered to assist the Committee as required.

Audit & Finance – Stephen Steele reported that the Society's audit would begin in the weeks ahead. Emily Pang asked that a meeting be held to review the budget before the next Board meeting.

Volunteer – Angela Young, Chair of the Volunteer Committee, reported that the Committee met in mid-February. She noted that Yussef Hafez has joined the Committee. The foster parent survey was discussed. At the next Board meeting, an update will be provided on both the DEI survey and the foster parent survey. A Town Hall for volunteers is scheduled for March 4, 2021. Angela noted that Volunteer Appreciation Week is April 18-24, 2021.

Governance – The Committee discussed the Teams functionality available to Board members and AGM planning. A telemeeting will be held with Claudette Turner prior to her retirement in March to discuss the Critical Path for the AGM. Potential bylaw changes were discussed as well as compliance with the new Ontario Corporations Act. Peter Newell will contact our legal counsel, John Wilkinson to discuss compliance timelines. A draft Board calendar that was distributed with the Agenda was reviewed and Board members were encouraged to fill in dates of their upcoming meetings. The timing of the Board retreat was discussed, and whether it will be a virtual meeting.

Animal Welfare – Angela Young noted that the AWC met twice in February and are on track with their 2021 work plan. Josh Shanahan has joined the Animal Welfare Committee. Angela advised that Phil Nichols presented an informative sector overview at their first meeting. At their second meeting, Phil and Dr. Karen Ward made a presentation on animal transport, which included intake strategy, risk and opportunities in animal transport.

In accordance with their work plan, the Committee reviewed and updated the Foster Policy and proposed the following motions:

6.1 THAT the revised “Foster Policy” be approved as distributed with the Agenda.

THAT the recommended changes to the “Capacity for Quality Care” and “Animal Socialization, Enrichment and Behaviour” policies be accepted per the artifact review distributed with the Agenda.

Moved: Angela Young Seconded: Martin Buckle ... **Carried.**

Development – Josh Shanahan and Yusef Hafez met with Tegan Buckingham, Director of Integrated Marketing and Communications. Terms of Reference are under development. The Committee’s next meeting is on March 10, 2021 and the Terms of Reference will be available for Board approval at the next Board meeting. Board members were encouraged to provide their input, and welcomed interested Board members to join the Committee.

7. Next Meetings

Tuesday, March 30, 2021, 6:00 pm.

8. In-camera

The Board moved in-camera at 7:45 pm and rose at 8:00 pm.

9. Adjournment

The meeting adjourned at 8:00 pm.



Martin Buckle, Chair

30 March 2021

Date



Nicholas Kanhai, Secretary

05/04/2021

Date