



## 2022-23 Annual General Meeting Package

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### Meeting Agenda

<b>Date</b>	<b>Monday, September 18, 2023</b>
<b>Time</b>	<b>Doors Open: 5PM</b> <b>Meeting time: 5:30 to 6:30 PM</b>
<b>Location</b>	<b>490 Sherbourne Street, Main Floor and virtually over Zoom.</b>
<b>5pm</b>	<b>Our doors will open at 5pm, guests are encouraged to arrive prior to the meetings start time.</b>
<b>5.30pm</b>	<b>Meeting begins.</b>

### 5.30 to 6.30pm

Welcome, Introductions and Orders of the Day.

Traditional Territories Acknowledgement and Statement of Reconciliation.

Approval of the 2022-23 AGM Meeting Agenda (MOTION)

Ratification of the Membership List (MOTION)

Remembrance/Candle Lighting.

Approval of the September 12, 2022 AGM Meeting Minutes (MOTION)

Executive Director's Report.

Board President's Report.

Presentation of the Audited Financial Statements

- Approval of 2022-23 statements (MOTION)
- Appointment of 2023-24 auditors (MOTION)

Election of New Board Members (MOTION)

Date for Next AGM (MOTION)

Other Business.

Adjournment (MOTION)

## ZOOM Meeting Details

**Monday, September 18, 2023 at 5:30 p.m.**

**Hybrid meeting – Zoom/Community Room, 490 Sherbourne**

**Topic:** FH 2022-2023 Annual General Meeting

**Time:** Sep 18, 2023 05:30 PM Eastern Time (US and Canada)

**Join Zoom Meeting:**

<https://us06web.zoom.us/j/88566450622?pwd=UHFFUkxVbTZGQm53Q2U5L0FIOVIDQT09>

**Meeting ID:** 885 6645 0622

**Passcode:** 019309

**Find your local number:** <https://us06web.zoom.us/u/kXiMZchn9>

## Virtual AGM Etiquette:

- Please use your full name.
- Mute your microphone. To help keep background noise to a minimum, please mute your microphone when you are not speaking.
- Be mindful of background noise.
- Position your camera in stable, position focused at eye level. Doing so helps create a more direct sense of engagement with other participants.
- Limit distractions. You can make it easier to focus on the meeting by turning off notifications, closing or minimizing running apps, and muting your cell phone.
- Avoid multi-tasking.
- Review materials in advance. Please review all documents in the AGM package.
- Be mindful and patient with internet disruptions. Many network providers are seeing increases in residential bandwidth use which may result in connectivity issues.

## Voting Procedures:

Due to the virtual nature of the Annual General Meeting, members will vote using polls in the Zoom platform. Those attending in person will vote as per typical practice.

## Biography of Board Candidates

**Robert Rowe** Robert Rowe has over 13 years of experience as a social work professional, including 6 years of experience as a manager and key contributor developing community outreach, life skills, and mentorship programs. He has led community-based initiatives to address disparities among various marginalized communities and worked in policy development geared toward establishing procedural and structural equity within organizations. Robert had worked at Fife House in various roles from front line to management during an 11 year tenure. Currently he works with the City of Toronto, within their Shelter, Support, Housing Administration division.

**Jean-Paul Michael** Jean-Paul Michael is an Addiction Case Manager in the Emergency Department at St. Michael's Hospital in Toronto. Passionate about addiction medicine and harm reduction, he also advises several National Organizations as a Policy Consultant on healthcare reform and social welfare. Alongside Dr. Wiplove Lamba, he co-hosts 'Captain Hooked: The Addiction Project,' a podcast diving deep into addiction and mental health issues. With both professional expertise and lived experience, Jean-Paul is committed to breaking down stigmas and empowering individuals on their recovery journeys. As a board member of Fife House, he is excited to contribute to more inclusive and supportive communities.

## **BIOGRAPHIES OF CURRENT BOARD MEMBERS**

**Kevin Boyce** Kevin Boyce joined Fife House's Finance Committee in 2019. After graduating from McMaster University with a BA in Economics, Kevin's first career was in finance and accounting. Leading accounting and administrative support teams in the construction and insurance industries, Kevin also served as the Director of Finance for ADVOCIS, The Financial Advisors Association of Canada. After a two-year break to attend Le Cordon Bleu Paris cooking school in Ottawa, Kevin embarked on a career in the retail food industry. Kevin

joined Whole Foods Market in 2006 where he eventually progressed to the position of Store Team Leader before retiring in 2018.

**Lisa Crawley** Lisa Crawley graduated in 1992 with a diploma in nursing. Her passion has always been focused on HIV/AIDS, mental health/addictions and supporting the more marginalized members of our community. She completed a Bachelor of Science in Nursing (2004) and Masters of Nursing (2013) from the University of Victoria. Lisa has held a variety of roles progressing into the management field.

Over the last twenty-nine years, she has held positions at Casey House, the Centre for Addiction & Mental Health, St. Michael's Hospital, Ontario Shores Centre for Mental Health Sciences and now in her current role as Nurse Manager of the inpatient psychiatric services at Toronto General Hospital, University Health Network.

**Noorin Karmali** Noorin has worked in the health care industry for over fifteen years, with experience in management consulting, government and ministries, Local Health Integration Networks (LHINs) and academic teaching hospitals. Noorin is currently a Senior Director at Benchmark Intelligence Group (BIG) Healthcare, providing benchmarking analytics and consulting services to over 125 Ontario hospitals. Her skills and experiences include strategic planning, performance measurement and evaluation, clinical and administrative program evaluation and operations improvement. She holds a Masters of Health Administration from the University of Ottawa, and a Bachelor of Science from McGill University.

**Aneeta Lal** Born and raised in Saskatchewan, Aneeta has been a resident of Toronto for over 15 years and a proud member of the LGBTQ2+ community. Aneeta Lal is a registered Pharmacist and works as Product Manager in Pharmaceutical Benefits at Sun Life Financial. Prior to this, Aneeta practiced as an HIV pharmacist for 10 years at Toronto General Hospital's Immunodeficiency Clinic. This role ranged from providing complex pharmaceutical care, to working side-by-side with physicians, nurses, social workers and researchers on issues and programs involving general and LGBTQ2+ health, mental health, addictions, access/coverage to medications, harm-reduction strategies, stigma and privacy. This role also gave Aneeta the opportunity to speak and educate other healthcare professionals and Aids Service Organizations in the GTA about HIV/AIDS treatments and challenges.

**Colleen Lamond** Colleen Lamond serves as Chief Operating Officer for Good Shepherd Non Profit Homes Toronto; an organization with supportive housing, and other community programs. An advocate for accessibility of care and for quality person centred services for all Canadians, Colleen has worked in addictions recovery/harm reduction services and mental health treatment in a variety of capacities since 2001. Colleen has a wealth of experience in behavioural health care administration, organizational operations and clinical management. In addition, she has education in counselling as well as health services administration.

**Adrian Leung** Adrian is a pharmacist by background currently working in a public health agency providing clinical and operational support for the COVID-19 vaccination campaign. His experience spans the care continuum where he most recently advanced various collaborative Ontario Health Team initiatives. As a part of the 2SLGBTQ+ community, he actively supports advocacy organizations and interest groups including Start Proud and Proud Health Leaders. He holds a graduate degree in health administration from the University of Toronto, hoping to leverage learnings and insights gained through the program to help the most vulnerable.

**Stefanie McQuaid** Stefanie McQuaid is a Senior Analyst with the Department of Justice and an active volunteer, supporter and donor in the LGBT+ community. Stefanie has been volunteering in the LGBT community for over 20 years with agencies such as Fife House, the Toronto People With AIDS Foundation (PWA) and the LGBT+ Giving Network. Her volunteerism includes several leadership positions including the past president of Fife House, co-chair of the Friends for Life Bike Rally and chair of the LGBT Giving Network's

Philanthropy Conference. In addition to her Board and Board Committee participation, Stefanie has been a member of the Sunday Meal Program at the Jarvis site.

**Andrew Perez** Andrew Perez is a Toronto-based public affairs strategist, freelance writer, and political activist and commentator. He currently works as a senior consultant at the Toronto office of Hill & Knowlton Strategies, a global communications firm. Over the past decade, Andrew has worked in a variety of diverse public and private sector environments advising senior leaders on communication strategies in their interactions with governments and the media. He has also worked on central party campaign teams advising elected officials and candidates at the provincial and federal levels, and remains active in politics today. Andrew's freelance work has appeared in the Globe and Mail, National Post, Canada's National Observer, Policy Options, and on TVO.org among several other media outlets. He also sits on the non-profit Boards of Toronto's Pride & Remembrance Association and the Canadian Association for Suicide Prevention. Andrew holds a Bachelor of Journalism from Carleton University, and a Master of Public Policy and diploma in strategic public relations, both from the University of Toronto.

**Gary Rogers** Gary is a chartered public accountant with ten years as a tax specialist in the Toronto and national offices of Deloitte followed by 29 years, including as CFO and Senior Vice President, at Credit Union Central of Canada, a federally regulated financial institution and national trade association for Canada's credit unions. Gary chaired the Board of SPRINT (Senior People's Resources in North Toronto) – a provider of home care and community support services for seniors remaining in their homes - and has recently been treasurer of Care Watch Ontario, an advocacy group for better home care for seniors. Now retired, Gary joined the Fife Governance Committee in 2017 and the Finance Committee and Board of Directors in 2018.

**Kwende Thomas** Kwende is a lawyer at a financial institution in Toronto where he advises and supports the capital markets and trading activities of the company. Prior to obtaining his law degree, Kwende received a Bachelor of Science degree in Economics and Accounting and worked for several years in various banking and finance roles. He also practised corporate law in the British Virgin Islands for a few years prior to moving to Toronto. His volunteer involvement includes educational and community organizations in Jamaica, the British Virgin Islands and Toronto.



**ANNUAL GENERAL MEETING**  
5:30 P.M. – Monday, September 12, 2022  
Conducted virtually over Zoom

**Chair:** Stefanie McQuaid

**Executive Director:** Nadine Sookermany

**Call to Order:** 5:35 p.m.

**Regrets:** Gail Sax, Aneeta Lal

1. **Welcome and Introductions** - Stefanie McQuaid
2. **Traditional Territories Acknowledgement and Statement of Reconciliation** - Adrian Leung
3. **Approval of the 2021-2022 AGM Agenda** - Stefanie McQuaid (MOTION)

To approve the 2022 AGM agenda

**Moved:** Adrian Leung

**Seconded:** Kwende Thomas

**Motion carried**

4. **Ratification of the Membership List** - Stefanie McQuaid (MOTION)

2021-2022 Membership List comprised of 29 Fife House members in total; 12 voting members present; quorum reached

To accept the membership list as presented.

**Moved:** Kevin Boyce

**Seconded:** Lyle Clark

**Motion carried**

5. **Remembrance / Candle Lighting** – Nadine Sookermany
6. **Approval of the September 13, 2021 Meeting Minutes** - Stefanie McQuaid (MOTION)  
Amendments - None

To approve the minutes from the meeting of September 13, 2021 as presented.

**Moved:** Gary Rogers  
**Seconded:** Adrian Leung  
**Motion carried**

7. **Executive Director's Report** – Nadine Sookermany

8. **Board President 's Report** –Stefanie McQuaid

9. **Presentation of the Audited Financial Statements** – Gary Rogers

To approve the Financial Statements of Fife House Foundation for the fiscal year ending March 31, 2022, as prepared by Fife House management and audited by KPMG.

**Moved:** Gary Rogers  
**Seconded:** Gail Flintoff  
**Motion carried**

**Motion: Appointment of 2022-2023 Auditors** - Stefanie McQuaid

To appoint KPMG as the auditors for Fife House Foundation for the fiscal year ending March 31, 2023, with fees to be determined and approved by the Finance Committee.

**Moved:** Lyle Clark  
**Seconded:** Kevin Boyce  
**Motion carried**

Question and explanation was provided for the reason KPMG is retained as the auditor for Fife House Foundation.

**10. Election of New Board Members** – Stefanie McQuaid (MOTION)

Presentation of Board Member Nominee

- Colleen Lamond

To close the nominations and appoint the nominee, Colleen Lamond, to the Board of Directors

**Moved:** Kwende Thomas  
**Seconded:** Adrian Leung  
**Motion carried**

**11. Date for next Annual General Meeting** - Stefanie McQuaid (MOTION)

To authorize the Board of Directors to schedule the next annual general meeting in 2023

**Moved:** Gail Flintoft

**Seconded:** Lyle Clark  
**Motion carried**

**12. Other business - Stefanie McQuaid**

No retiring Board members for the year 2021-2022

**13. Adjournment - Stefanie Mc Quaid (MOTION)**

Motion to adjourn

**Moved:** Gail Flintoft

**Seconded:** Dan Newport

**Motion carried**

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**President of the Board of Directors**

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**Secretary of the Board of Directors**