



## **2024 ANNUAL GENERAL MEETING**

**January 28, 2024**

Toronto Airport Marriott Hotel

### **DRAFT MINUTES**

#### **1. Call to Order**

Ian Kamm, RMT, Chair of the RMTAO Board of Directors, provided a land acknowledgement, introduced himself and the head table, and reminded attendees of the CMTO presentation following the conclusion of today's meeting. He called the meeting to order, provided an overview of today's agenda and welcomed members to the 2024 Annual General Meeting. Mr. Kamm advised the membership of the meeting process on motions and voting for clarity of procedure.

With the permission of those present, Mr. Kamm asked Dylan Crake, Secretary of the RMTAO Board of Directors, to act as recording secretary for the meeting.

#### **2. Notice of Meeting**

Mr. Kamm advised the members with respect to the Notice of the Meeting. He advised that in accordance with the By-Laws, the Notice of the Annual General Meeting was issued on November 29, 2023, and sent by email to all Active and Life members of the RMTAO. It was also posted on the RMTAO website and through social media.

#### **3. Meeting Regularly Constituted**

Mr. Kamm advised that on January 12, 2024, at the proxy deadline, the RMTAO had 6,407 Active and Life members. He noted that the by-laws require 1% or 64 members present in person or by proxy. He further advised that 100 valid proxies were received by the deadline of 4:00 PM on January 12, 2024. There were 64 voting members present; thus, there were 164 members at this meeting exceeding quorum requirements.

Mr. Kamm declared that the meeting was regularly called and properly constituted for the transaction of business.

#### **4. Approval of the Minutes of the Annual General Meeting, January 29, 2023.**

Mr. Kamm noted that the draft minutes of the Annual General Meeting held on January 29, 2023, had been posted on the website, and copies of the minutes were also sent to the virtual meeting attendees.

MOTION: For the adoption of minutes of the Annual General Meeting held January 29, 2023.

MOVED: Renata Deforest

SECOND: Darren Nixon

CARRIED.

## 5. Board Chair's Report

Mr. Kamm noted that the 2023 Annual Report had been distributed to members and was available on the RMTAO website prior to the meeting. He presented the highlights of the Chair's Report, noting the challenges and accomplishments of the Board of Directors over the past year. Highlights outlined were in relation to:

- Special thanks to Susan Bessonette who stepped up at short notice to resume her role on the Board.
- Connected with the CMTA in Saskatoon to discuss important issues including tax exemption and Perlinger benefits plan.
- Discussed concerns about changes in Standards of Practice and Quality assurance, and participated in the Sexual Abuse Symposium.
- Last meeting is Board Chair but will continue on the Board.

Questions:

- There were no questions.

MOTION: To accept the Board Chair's Report on behalf of the Board of Directors.

MOVED: Erika Kuehnel

SECOND: Susan Bessonette

CARRIED.

## 6. Executive Director's Report on Operations

Michael Feraday, RMTAO Executive Director and CEO, presented the 2023 Report on Operations. He provided highlights on each of the activities and accomplishments for the year. Some key highlights were:

- New discounts on Noterro, bookkeeping resource through FBC.
- Guideline to Risk Based-Assessment, scripts for difficult practice situations.
- First in-person conference since 2019, focusing on pain.
- New infographics and blog posts, and patient stories videos.
- Highlighted the successes of Massage Therapy Awareness Week activities.
- Community-Based network meetings increased by 17%, and coordinators were provided meeting templates and targeted emails.
- Successful Town Hall meetings across Ontario.
- Advocacy efforts such as successful inclusion of RMTs in West Toronto Community Health Services
- Queen's Park Day February 21, 2024
- Mr. Feraday thanked the staff, volunteers, and partners that helped to make 2023 a success.

Questions:

- Why the decline in funding in massage therapy research, and the shift to management by an American organization?
  - There is a lack of capacity for massage therapy research in Canada. The RMTAO is building capacity by providing a \$10,000 scholarship for an RMT to gain their Master's degree to help contribute to the research base. In addition, the pilot project with

WTCHS is a significant investment in research and a commitment to innovation within the association. We need to build a foundation for research, and one of those steps is a relationship with the CMTA.

- If the Canadian Massage Therapist Alliance is now an “association”, how has its function and scope changed?
  - An alliance is a more loosely associated group of likeminded organizations, and the move to an association gives a lot more definition to the relationship. There are now bylaws, for example, and it shows a much stronger commitment to work together with the other associations.
- Why is the research money being managed by the research agency in the USA?
  - They are an international organization that is much more established and have more expertise and do research projects and other programs to support research that are open to Canadians. It is a resource that isn’t available in Canada, so by partnering with them we are able to extend this resource to our membership.

MOTION: To accept the 2023 Report on Operations.

MOVED: Jonathan Maister

SECOND: Susan Shipton

CARRIED.

## 7. Report on Finances

Mr. Kamm invited Ms. Dylan Crake to present the Report on Finances on behalf of Deborah Coburn, Chair of the Audit and Finance Committee, who was not in attendance.

Ms. Crake noted that excerpts of the Auditor’s Report had been provided to attendees and were made available on the website. Copies of the full Auditor’s Report were available upon request.

Ms. Crake reviewed the Auditor’s Report and the Audited Financial Statements, and the findings of the Board as it reviewed the year-end statements. She noted that the Auditor had found that the statements were representative of the financial condition of the organization and that they had been prepared in accordance with Canadian generally accepted accounting principles. She advised that excerpts from the Auditor’s report could be found alongside the Annual Report and on the website. She also reported that the Board was satisfied based on its review that the activities undertaken were within the limits placed on the Executive Director and in keeping with the Ends Policy and the Ends Priorities.

Questions:

- There were no questions.

MOTION: To accept the Auditor’s Report and the Audited Financial Statements for the period October 1, 2022 to September 30, 2023 as presented.

MOVED: Erin Pierson

SECOND: Vicente Zabala

CARRIED.

## 8. Appointment of the Auditor

Ms. Crake noted that it was the duty of the members to appoint the Auditor of Record for the RMTAO and that the Board of Directors recommended to members that the RMTAO continue with the current Auditor.

MOTION: To appoint Kriens~LaRose Chartered Accountants as the Auditor for the Registered Massage Therapists' Association of Ontario for the fiscal year October 1, 2023 to September 30, 2024.

MOVED: Shannon Marshall

SECOND: Erin Pierson

CARRIED.

## 9. Secretary's Report on Nomination and Election to the Board

Mr. Kamm invited the Board Secretary, Ms. Dylan Crake, to report on the Annual Election of the Board of Directors.

Ms. Crake advised that a Call for Nominations had been issued on October 4, 2023, noting that four (4) Director positions were open for nomination. Seven (7) nominations were received for the four (4) Director positions available for election. As the number of nominations exceeded the number of vacancies, an election was held. Ms. Crake extended her thanks on behalf of the Board, RMTAO members and the profession to the members who came forward for nomination.

The notice of election was sent on November 15, 2023, and voting closed on December 8, 2023. A total of 214 votes were cast. Ms. Crake welcomed the following Directors to the Board for a three-year term:

- Shannon Marshall
- Catherine Roe
- Susan Shipton
- Vicente Zabala

In addition to the four (4) members elected as Directors this year, the Board has several Directors continuing to serve their terms. They are:

- Ian Kamm and Alex Kidd (two years remaining)
- Deborah Coburn, Dylan Crake, and Erin Pierson (one year remaining)

Ms. Crake asked that the members recognize Susan Bessonette, who stepped up on short notice to resume her role on the Board after a drop in Board members earlier this year. Additionally, acknowledging Erika Kuehnel, who has served on the Board of Directors, as she has completed her term and is stepping away from the Board.

MOTION: To accept the Report on the Nominations and Election process for the 2023 Board of Directors as presented.

MOVED: Louis Lau

SECOND: Erika Kuehnel

CARRIED.

## 10. Changes to the RMTAO Consolidated By-Laws

Mr. Kamm informed the membership that changes were required to the By-Laws to bring them into compliance with the new Ontario Not-for-Profit Corporations Act (ONCA).

Mr. Kamm reviewed each By-Law change.

Questions:

- What does it mean to the membership that Article 12- Amendment is taken out of the By-Laws?
  - The membership opportunity to amend the bylaws is available through ONCA, so it was redundancy to have a statement about it in our bylaws.
- Regarding Article 8.1, do people who watch the AGM via Zoom have the right to communicate during the AGM?
  - We have specified that this meeting is live and in person. We are also live streaming it, but because the meeting is not being held electronically, it is not a requirement.

MOTION: To accept the RMTAO By-Laws as amended.

MOVED: Renata Deforest

SECOND: Catherine Roe

CARRIED.

## 11. Other Business

Mr. Kamm asked if there was any other business to properly be brought before the meeting.

There was no other business brought forward.

## 12. Adjournment

There being no other business, Mr. Kamm thanked everyone present for attending and for their support. He asked if there was a motion to adjourn.

MOTION: To adjourn the Annual General Meeting.

MOVED: Renata Deforest

SECOND: Caitlin Jerome

CARRIED.

Dylan Crake, Secretary, RMTAO  
Recording Secretary  
January 28, 2024