

**Registered Massage Therapists' Association of Ontario**

**2020 ANNUAL GENERAL MEETING**

Toronto Airport Marriott Hotel

Toronto, ON

**February 2, 2020**

**DRAFT MINUTES**

**1. Call to Order**

Krystin Bokalo, RMT, Chair of the RMTAO Board of Directors, introduced herself and the head table. She then called the meeting to order and welcomed members to the 2020 Annual General Meeting. Ms. Bokalo advised the membership of regular meeting process on motions and voting for clarity of procedure.

With the permission of those present, Ms. Bokalo asked Jill Haig, Director of Operations of the RMTAO, to act as recording secretary for the meeting.

**2. Notice of Meeting**

Ms. Bokalo asked Ms. Haig to advise the members with respect to the Notice of the Meeting. Ms. Haig advised that in accordance with the By-Laws, Notice of the Annual General Meeting was issued on November 25, 2019 and sent by email to all Active and Life members of the RMTAO. It was also posted on the RMTAO website and through the use of social media on Facebook.

MOTION: To waive the reading of Notice of the Annual General Meeting.

MOVED: Susan Bessonette

SECOND: Andrea Wichmann

CARRIED.

**3. Meeting Regularly Constituted**

Ms. Bokalo asked Ms. Haig whether the required number of members were present for the meeting. Ms. Haig advised that on January 24, 2020, at the proxy deadline, the RMTAO had 6157 Active and Life members. She noted that the by-laws require 1% or 62 members present in person or by proxy. She further advised that 67 valid proxies were received by the deadline of 5:00 PM on January 24, 2020. There were 92 voting members present, thus, there were 159 members at this meeting exceeding quorum requirements.

Ms. Bokalo 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 27, 2019**

Ms. Bokalo noted that the draft minutes of the Annual General Meeting held January 27, 2019 had been posted on the website and printed copies of the minutes were also available at the meeting.

Ms. Bokalo indicated that, with the permission of those present, the reading of the minutes would be waived. None present requested a reading of the minutes.

Ms. Bokalo asked if there were any errors or omissions in the minutes. There were none.

MOTION: For the adoption of minutes of the Annual General Meeting held January 27, 2019  
MOVED: Frances Tregurtha  
SECOND: Heather Urquhart  
CARRIED.

## 5. Board Chair's Report

Ms. Bokalo noted that the 2019 Annual Report had been distributed to the members at the meeting and was available on the RMTAO website prior to the meeting. She 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:

- The RMTAO went through two changes of leadership over the past year and are looking forward to moving on with the vision for the future of the Association.
  - Andrew Lewarne parted with the RMTAO after 5 years and the RMTAO Board of Directors immediately underwent a search for a new Executive Director.
  - Eve Adams was initially hired, however during her probationary period it was determined that she was not the right fit for the Association and the Board moved to terminate her employment.
  - Michael Feraday, who was also a candidate during the initial search, was able to accept the position.
  - The Board of Directors make every decision with the members in mind and appreciate the support from our members during this time of transition.
- We have continued to work hard with the CMTA on national issues, namely tax exemption for massage therapy.
- Massage therapy was regulated in PEI as of March 1, 2019 which means that Massage Therapy is regulated in five provinces in Canada.
  - Federal Ministry of finance requires five provinces before we could begin application for tax exemption.
- We have begun tax exemption process with the CMTA:
  - Launch of RMTACT.ca where we post information and share opportunities for engagements.
    - National initiative that engages with RMTs across Canada and is available in both official languages.
  - Provided tools to bring our case to MPs and candidates in advance of the October 2019 Federal Election
    - The RMTAO took the lead on this initiative but would not be successful without the support of all massage therapy associations in Canada.
    - This can take anywhere from two to five years.
- CMTA moving from an alliance to an association
  - Allows to better meet goals and represent RMTs across Canada.

## Questions:

- Suggested a typo in the Annual Report given to members - states that over 7000 RMTs across Canada but Ontario has over 6000 RMTs
  - This is in reference to the number of RMTs who have signed up for the RMTACT website.

Ms. Bokalo expressed her thanks to members of the Board for their work and enthusiasm for the year to come.

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

MOVED: Jadwiga Brzozowska

SECOND: Stuart Mattila

CARRIED.

## 6. Executive Director's Report on Operations

Jill Haig, Director of Operations, presented the 2019 Report on Operations. She provided highlights on each of the activities and accomplishments for the year. Some key highlights were:

- During the transitional period this year, Ms. Haig served as the Interim Executive Director and CEO.
- 2019 marked the 100-year anniversary of regulation of massage therapy in Ontario.
  - Historical pictures were included in the presentation.
  - This milestone gave the RMTAO the opportunity to look back on the accomplishments of the profession, but also look to where it is going.
- Membership
  - We welcomed 404 new members this year and continue to provide members with what they need to be successful.
- Educational Opportunities:
  - Education Conference on the Biopsychosocial Model of Pain.
    - Nearly 200 RMTs attended
    - Two keynote speakers: Dr. Dacher Keltner and Dr. Melanie Noel.
  - Webinars that focused on two areas:
    - Financial literacy advisor Pamela George to teach Financial Literacy and,
    - Lawyer Lad Kucis taught Record Keeping
- Awards:
  - Professional Service Award - Lori Copeland
  - Educator of the Year – Greg Shortt
  - RMT of the Year – Karyn Hughes
  - Student Case Report Contest:
    - Two prizes were awarded to two teams of students from Humber College.
- CBNs
  - Continue to be more active than ever
  - Have been holding a record number of meetings on a wide range of subjects.
- School Visits:
  - Presented by the school ambassadors have been well received.
- Launch of the New Website and Association Management Software
  - Launched in July
- Advocacy Initiatives:

- Continued to build upon advocacy with MPPs that were contacted during the 2018 Queen's Park Day.
- Continued engagement with the Coalition of Ontario Regulated Health Professional Associations
- Maintaining a strong relationship with the CMTO.
  - Met with them regarding the new Quality Assurance Program.
- Continued Participation in HEAL
- Insurance Industry
- Continued working with the CMTA on tax exemption.

Ms. Haig thanked the staff, volunteers, and partners that helped to make 2019 a success.

**Questions:**

- Is there any follow up with the Queens Park day and how those are translating to tangible outcomes?
  - The RMTAO is scheduling follow up meetings
  - When PEI became regulated our efforts pivoted to national advocacy, so more focus has been placed on those initiatives.
- Question regarding any changes to the insurance industry and how it will directly affect massage therapy in Ontario.
  - CMTA was approached by CHLIA
  - Panel discussion on evidence will be presented in May
- Members Satisfaction Survey – what are the results of that survey?
  - We have compiled the data from that survey and will circulate them in the future.
- Have we talked to the auto insurance industry about the difference between male and female injuries? It was suggested testing has been done primarily on male physiology
  - This has not come up before but will note it to bring it forward at the next meeting.
- Will there be a decision made to bring back to have access to research and the research portal in the RMTAO?
  - Was used by less than 5% of members which far outweighed the cost to have it.
  - Are looking into alternative ways to have access to research.
- RMTACT website – planning on engaging in other forms of social media (tv ads, billboards, Instagram)
  - H&K is currently working on a content calendar for this year.
  - Will go back to the CMTA for all provinces to tailor
- MP meetings in Ottawa?
  - Those will resume in Feb/March 2020.
- Financial Literacy and record keeping webinars – any plans for adding research literacy?
  - Has come up before and is something that we are looking at implementing in the next year or two.

MOTION: To accept the 2019 Report on Operations.

MOVED: Dianna Ernest

SECOND: Shahnaz Suteria

CARRIED.

**7. Report on Finances**

Ms. Bokalo invited Ms. Melanie Levesque to speak as Chair of the Audit and Finance Committee to present the Report on Finances.

Ms. Leveque noted that excerpts of the Auditor's Report had been provided to attendees and would be available on the website. Copies of the full Auditor's Report were available at the meeting.

Ms. Levesque 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.

There were no questions from membership.

MOTION: To accept the Auditor's Report and the Audited Financial Statements for the period October 1, 2018 to September 30, 2019 as presented.  
MOVED: Tracy Lovitt  
SECOND: Stacey Shipwright  
CARRIED.

## **8. Appointment of the Auditor**

Ms. Levesque 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, 2019 to September 30, 2019.  
MOVED: Lillian Meyer  
SECOND: Heather Urquhart  
CARRIED.

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

Ms. Bokalo invited the Board Secretary, Ms. Victoria Johnson, to report on the Annual Election of the Board of Directors.

Ms. Johnson advised that a Call for Nominations had been issued on October 15, 2019, noting that three (3) Director positions were open for nomination. Five (5) nominations were received for the three (3) Director positions available for election. As the number of nominations exceeded the number of vacancies, an election was held. Ms. Johnson extended her thanks on behalf of the Board, RMTAO members and the profession to the members who came forward for nomination.

Ms. Johnson welcomed the following new Directors to the Board for a three-year term:

- Alex Kidd
- Susan Bessonette
- Ian Kamm

In addition to the three (3) members elected as Directors this year, the Board has several Directors continuing to serve their terms. They are:

- Mary Tzianias (two year remaining)
- Melanie Levesque, Stacey Shipwright, Jennifer Hewitt, Krystin Bokalo, and Darren Nixon (one year remaining)

There were no questions from membership.

MOTION: To accept the Report on the Nominations and Election process for the 2019 Board of Directors as presented.  
MOVED: Heather Urquhart  
SECOND: Andrea Wichmann  
CARRIED.

#### **10. Expression of Thanks to Departing Members of the Board**

Ms. Bokalo asked that the members recognize and thank 2 individual(s) who have served on the Board of Directors, as they had completed their term and were stepping away from the Board. The Director(s) leaving the Board are:

- Victoria Johnson
- Darren Stevens

#### **11. Other Business**

Ms. Bokalo asked if there was any other business to properly be brought before the meeting.

#### **12. Adjournment**

There being no other business, Ms. Bokalo thanked everyone present for attending and for their support. She asked if there was a motion to adjourn.

MOTION: To adjourn the Annual General Meeting.  
MOVED: Robyn Dey  
SECOND: Jonathan Kabas  
CARRIED.

Jill Haig, Director of Operations  
Recording Secretary  
February 2, 2020