

## ANNUAL GENERAL MEETING

### Meeting Details

March 14, 2025  
12:00 p.m. – 12:30 p.m.  
The Anvil Centre

### Presenters

Michele Thomson, Board Chair  
Kathrin McMath, Treasurer  
Saleema Dhalla, CEO

## MINUTES OF THE MEETING

### 1. Welcome, Call to Order and Determination of Quorum

Board Chair Michele Thomson called the meeting to order at 12:00 p.m. and welcomed members and guests to the SafeCare BC Annual General Meeting.

Quorum was confirmed.

Notice of the meeting was posted on February 25, and all supporting documents were made available in advance on the SafeCare BC website.

### 2. Approval of Consent Agenda

The Chair explained the voting process, noting that authorized voters and designated proxies had been provided voting cards indicating the number of votes held. Members were asked to raise their voting cards when voting on motions.

The consent agenda included:

- Minutes of the 2024 Annual General Meeting
- 2025 AGM Agenda
- Adoption of Robert's Rules of Order to govern the meeting proceedings

**MOTION:** *Be it resolved that the consent agenda be approved as circulated.*

Moved by: K. McMath      Seconded by: K. Coventry      **APPROVED**

### 3. Report of the Board Chair

The Chair highlighted key achievements from 2024, including:

- Expansion of education and training programs to better support members across the continuing care sector

- Launch of a redesigned website to improve member access to resources and tools
- Development and approval of the 2025–2028 Strategic Plan

The Chair noted a continued decline in workplace injury rates and reaffirmed the organization’s commitment to strengthening workplace health and safety across British Columbia’s continuing care sector.

Appreciation was extended to staff, Board members, facilitators, members, and caregivers for their ongoing dedication and leadership in advancing safer workplaces.

#### 4. Treasurer’s Report

K. McMath presented the Treasurer’s Report and summarized the Association’s financial results for the fiscal year.

The audited financial statements were posted on the AGM webpage in advance of the meeting, and hard copies of the Statement of Operations and Statement of Financial Position were made available.

SafeCare BC reported a net surplus of \$81,000 and remains in a strong financial position. The external audit identified no significant issues, internal controls were operating effectively, and all required charity and tax filings are current and compliant.

**MOTION:** *Be it resolved that the financial statements and auditor’s report be approved as presented.*

Moved by E. Martin      Seconded by K Coventry      **APPROVED**

**MOTION:** *Be it resolved that MNP LLP be appointed as auditor for the 2025 fiscal year.*

Moved by C. Shearer      Seconded by M. Ramdharry      **APPROVED**

#### 5. CEO’s Report

S. Dhalla provided an overview of organizational performance, sector insights, and strategic priorities.

She noted that long-term care workers continue to experience significantly higher injury rates compared to other sectors, and that home care injury rates remain above the provincial average. While rates have steadily declined in recent years, workforce pressures continue to present challenges.

Findings from the 2024 Member Survey were shared, highlighting a record response rate with strong participation from frontline workers. Key areas of concern identified by members included:

- Psychological safety
- Dementia care
- Musculoskeletal injury prevention

These insights will directly inform program development and priorities under the 2025–2028 Strategic Plan.

The CEO emphasized a continued focus on prevention strategies that are measurable, actionable, and embedded in daily operations, supported by collaboration, innovation, and data-informed decision-making.

## 6. Election of Directors

The Chair outlined the Board positions open for election and the nomination process. A call for nominations was issued on January 10, with a closing date of February 4. The Governance Committee reviewed candidate qualifications to ensure alignment with the Board's skills and competency needs. Candidate biographies were posted in advance on the AGM webpage.

**MOTION:** *Be it resolved that the following candidates be elected to the SafeCare BC Board of Directors:*

- *Ethan Martin – candidate for At Large Director (Employer - Home and Community Care)*
- *Kris Coventry – Non-Voting Representative*

Moved by K. McMath      Seconded by N. Donnelly      **APPROVED**

## 7. Recognition of Departing Board of Directors

The Chair recognized and thanked Terry Lake, CEO of BC Care Providers Association, for his service and contributions to the Board. Appreciation was expressed for his leadership and commitment to advancing health and safety in the sector.

## 8. Adjournment

M. Thomson adjourned the meeting at 12:25 p.m.

**MOTION:** *Be it resolved that the Annual General Meeting be adjourned.*

Moved by: K. McMath      Seconded: N. Donnelly      **APPROVED**