

**COLLEGE OF DENTAL HYGIENISTS OF MANITOBA**  
**9<sup>TH</sup> ANNUAL GENERAL MEETING MINUTES**  
**October 22, 2016, Canad Inn Destination Polo Park Winnipeg**  
**9:00 am - 12:00 pm**

**Attendees:** Total: **273 – (831 member total registered)**  
Registered Dental Hygienists Practising: 271  
Registered Dental Hygienists Non-Practising: 2  
Registered Dental Hygiene Students: 5

**Guests:** Mark Jones, Olafson & Jones, Certified General Accountants  
Deanna Williams, BSc Phm, CAE, CDir, President/Director, Dundee Consulting Group

**1. Call to Order at 9:03 am:**

Alayna Gelley, Chair of the College of Dental Hygienists of Manitoba (CDHM), called the meeting to order at 9:03 am

**2. Welcome, Greetings & Introductions:**

Alayna Gelley welcomed attendees to the 9<sup>th</sup> Annual General Meeting of the CDHM:

- Reviewed the agenda
- Quorum was reviewed and confirmed

*Introductions of Staff and Guests:*

Stephanie Gordon, Registrar/Executive Director  
Sheryl Slosower, Deputy Registrar  
Donna Dowie, Executive Assistant to the Registrar/Executive Director  
Deanna Williams, Presenter  
Mark Jones, Accountant

*Council Members:*

Alayna Gelley (Chair)  
Karina Hiebert (Vice-Chair)  
Raymond Wang  
Lisa Grayson  
Joan Todd  
Saima Klippenstein  
Kim Boyce  
Terri Archibald

*Public Representatives of Council:*

Kelly Tye Vallis  
Emily Walker  
Betty Ann Zegarac

Greetings were given by Larissa Bubnowicz – Past President of the Manitoba Dental Hygienists Association (MDHA) on behalf of President Heather Sirkovsky.

**3. Deanna Williams' Presentation:**

**Self Regulation Do We Take it for Granted?**

- Hallmarks of self-regulation, it is a privilege and needs to be preserved (currently only exists in Canada)
- She walked through the issues and explained the cost of self-regulating
- She reviewed colleges that lost their self-regulation
- She reviewed the operational duties and accountability of colleges
- She coined the phrase “Doing the right things and doing them right”
- She discussed current trends: discussed many professions under constant scrutiny now with increase in public knowledge of self-regulation

- Many challenges exist for regulators so it is necessary to keep regulatory body separate from the association but it is important to keep communication between these 2 organizations open
- A unique challenge with smaller membership, is how many registrants do you need to sustain a regulatory college?

**Success for a Regulatory Body is:**

- Ensuring there is enough money for operations
- Your members buy-in and support self-regulation (including having them understand and respect why self-regulation is important)
- public interest has to be at the forefront of decision making

**Where Regulatory Bodies Can Go Off the Track:**

- leadership can be called into question if public interest isn't kept at the forefront of decision making
- blind trust, it is important to trust the leadership, however, there is a responsibility of the membership and Council to ask questions about whether the vision of the organization is being followed
- conflicts in roles and Council and the operations
- is the discussion item relevant to the public's interest, if it is not, then it is the responsibility of the association

**Deanna's perspective:**

- look at what is happening in other jurisdictions
- effective self-regulation doesn't just happen, it needs to be worked towards
- self-regulation is a privilege and can be lost
- reputation and risk do matter

**BREAK at 10:11am, AGM Resumed at 10:34 am**

**4. Meeting Protocol and Vote on Rules of Order:**

The Standing Rules of Order were distributed throughout the room prior to the meeting. The Council Chair, Alayna Gelley, read certain Standing Rules of Order to all attendants. Deanna Williams acted as our parliamentarian. She spoke to the AGM attendee about respect and how it is important to not make the questions or comments arising personal. She encouraged attendees to reflect on their concerns, specifically if an attendee disagrees with a certain point then the attendee must ask his/herself if the question/comment pertains to the public interest.

**Motion:** To accept the 2016 Rules of Order as presented.

**Moved:** Terry Phillips

**Second:** Sheryl Slosower

Motion Adopted.

**5. Approval of 2016 AGM Agenda:**

**Motion:** To approve the 2016 AGM Agenda as presented.

**Moved:** Harriet Rosenbaum

**Second:** Jennifer Schell

Motion Adopted.

**6. Approval of the 2015 AGM Minutes:**

The 2015 AGM Minutes were circulated via email prior to the meeting.

**Motion:** To approve the 2015 AGM Minutes as circulated.

**Moved:** Vivian Dorge

**Second:** Karren Sigurdson

Motion Adopted.

## 7. Annual Reports:

a) **Report of the Chair:** Alayna Gelley (Report filed.)

b) **Report of the Registrar/Executive Director:** Stephanie Gordon (Report filed.)

### c) **Review of the Financial Statements**

Mark Jones from Olafson & Jones CGA was called upon to present the financial review for 2015/2016 fiscal year. As part of his presentation, Mr. Jones described the purpose of a financial review. In addition, the financials, operations, cash flow, members' surplus and notes to financial statements were explained.

### d) **Appointment of the Auditor**

**Motion:** To retain the management review firm of Olafson & Jones, Certified General Accountants to perform the financial review for the College of Dental Hygienists of Manitoba for the May 1, 2016 to Apr 30, 2017 fiscal year.

**Moved:** Karina Hiebert

**Seconded:** Terry Phillips  
Motion Adopted.

## 8. Proposed By-law Changes:

Karina Hiebert (Vice-Chair) presented the by-laws with proposed change (in red) and the rationales for proposed changes.

### **ARTICLE II: MEMBERSHIP**

#### **Obligations of membership**

All members must:

2.1 Notify the Registrar, by editing the member's own profile in the College's software site, or in event that site is inoperative, in writing sent via regular post, facsimile or electronic mail of change in name, home (deleted-mailing) address, email address, phone number, business address and business phone number (deleted-place of employment) or membership status within thirty days of the changes.

2.1 Rationale: Changes were made because we have the new Alinity system and also to be consistent with the wording in the DH Regulations, section 6.

Addition:

2.2 Changes in name must be done on paper copy, notarized in accordance with College requirements, and sent via regular post or hand-delivered within thirty days of the changes.

2.2 Rationale: These changes are consistent with the current policies of the CDHM. When you change your name you change your identification, therefore this needs to be authenticated by a notary public.

**Motion:** To approve by-laws 2.1 and 2.2 as presented.

**Moved:** Diane Girardin

**Second:** Sheryl Slosower  
Motion Adopted.

### **ARTICLE VI: COUNCIL MEMBERS**

#### **Terms of office**

6.4 Each public representative will be appointed to council by the Minister for a three (3) year term, and may thereafter be reappointed for two (2) more full terms. Public representatives may serve a maximum of nine (9) consecutive years.

6.4 Rationale: Consistent with the rest of the by-laws.

### **Return of Property**

**6.11:** Upon request of Council or w(W)hen a council or council committee member resigns, retires, dies or is removed, any property of the college in her possession is to be returned to the Council. Any electronic property of the College is to be permanently deleted from personal computers. The elimination of electronic property and the return of any College property is to be done in a timely manner.

6.11 Rationale: Council is ensuring security of confidential information.

**Motion:** To approve the by-laws 6.4 and 6.11 as presented.

**Moved:** Tara Kinchen

**Second:** Larissa Bubnowicz

Motion Adopted.

### **ARTICLE VII: COUNCIL COMMITTEES**

**Addition:**

7.2 The council may, by special resolution, remove with or without cause, any member from any council committee.

7.2 Rationale: This is a by-law common to other regulatory bodies so we are proposing to add it to the CDHM by-laws. This by-law permits the council to populate and re-populate committees. It is most frequently used by councils in cases where a committee member finds they cannot fulfill their term during long cases.

**Motion:** To add by-law 7.2 as presented to the CDHM by-laws.

**Moved:** Kristin Carter Preston

**Second:** Sheryl Slosower

Motion Adopted.

### **9. Nomination Committee Report and Election of New Council Members:** Betty Ann Zegarac (*Report filed.*)

#### *a) Overview of Council Member Responsibilities*

Betty Ann Zegarac presented the nominations committee report and a brief overview of Council positions, commitment, and financial compensation. (*Report filed.*)

#### *b) Candidate Presentations:*

Betty Ann Zegarac presented the 2016-2019 council candidate slate which included: Joan Todd and Terri Archibald. These 2 RDHs were elected by acclamation to the CDHM Council for three year terms (2016-2019).

### **10. Thank-you to Council:**

Betty Ann Zegarac gave thanks to the departing Council members.

### **11. Adjournment:**

The 2016 CDHM AGM was adjourned at 11:32 am.