



**CANADIAN SOCIETY OF RESPIRATORY THERAPISTS**  
**SOCIÉTÉ CANADIENNE DES THÉRAPEUTES RESPIRATOIRES**

**Minutes**

**CSRT Annual General Business Meeting  
Westin Hotel, Ottawa, ON  
Friday, May 27, 2016**

**1. Welcome and Call to Order**

Jessie Cox, CSRT President, called the meeting to order at 08:00 hours. She welcomed the participants to the 2016 CSRT Annual General Meeting.

**2. Confirmation of quorum**

Carolyn McCoy, CSRT Chief Scrutineer, assisted by Katherine Nollet and Nina Newman, confirmed that quorum was reached as there were more than 50 CSRT voting members in good standing present in person and by proxy.

**3. Introductions**

President Jessie Cox introduced the current Board of Directors:

President	Jessie Cox (St. John's, NL)
Treasurer	Adam Buettner (Saskatoon, SK)
President-Elect	Jeff Dionne (Toronto, ON)
Directors	Louis Phillip Belle-Isle (Montreal, QC) Elizabeth French (Edmonton, AB) Barbara MacDonald (Halifax, NS) Susan Martin (Barrie, ON) David Sheets (Kamloops, BC)
Student Relations	Dave Sahadeo (Kamloops, BC)

Jessie Cox then acknowledged CSRT Past Presidents attending the AGM.

**4. Approval of Agenda**

President Jessie Cox proceeded with a review of the agenda. No items were added and the agenda was approved as presented.

## **5. Approval of Minutes of the CSRT May 2015 Annual General Meeting**

President Jessie Cox invited members to comment and ask questions regarding the minutes of the 2014 Annual General Meeting which was held in Calgary on May 22, 2015. No question and comment were presented.

***A motion presented by Ray Hubble (NB), seconded by Roger Cook (NL) to approve the minutes of the 2015 Annual General meeting.***

***Motion carried.***

## **6. Executive Reports**

### **6.1 President's Report**

President Jessie Cox reported on the CSRT achievements during the past year, including:

- Advocating and promoting the professional
- Working with regulatory bodies on the feasibility of pursuing a degree as entry-to-practice and on the National Competency Framework for the RT profession
- Setting the stage for RRTs in private practice
- Positions statements and best practice statements
- Development of the AA certification process to establish national standards for the practice of anesthesia assistants
- Responding to health care environment and keeping health care stakeholders informed
- Partnering with key stakeholders on important initiatives
- Supporting national projects of importance to Respiratory Therapists
- Representing the professional at provincial, national and international conferences and meetings.
- Professional development opportunities for RRTs
- Enhancing membership services
- CSRT membership reaching highest numbers – 3,695 members in 2015 and 3,909 members in 2016.

Jessie Cox then reviewed the objectives for 2017 which include

- Continue the implementation of initiatives in accordance to the Blueprint for the profession
- Launch AA certification process
- Engage more private payors in providing benefits for patients
- Engage more private payors in providing benefits for patients who consult RTS to manage chronic respiratory conditions
- Investigate the feasibility of certification in other areas of practice
- Continue intra-professional and inter-professional stakeholder consultation to determine the feasibility of degree for entry-to-practice for the RT profession
- Continue participation in provincial, national and international conferences and meetings.
- Succession plan and selection process to replace Executive Director who will be retiring and ensure an appropriate transition process

## **6.2 Treasurer's Report**

### **6.2.1 2014 Financial Statements and Auditors report**

Treasurer Adam Buettner reported on the financial statements for the fiscal year 2015 as per the audit which was completed in March 2015. The audit also included an internal control and risk assessment analysis. Total revenue in 2015 was \$1,225,413. Expenditures for 2015 were 1,184,119. He reported that the excess revenue over expenditures for 2015 is reported as \$41,294.00.

### **6.2.2 2016 Budget**

Treasurer Adam Buettner provided an overview of the 2016 budget which was approved by the Board of Directors. He provided an overview of the anticipated revenue for 2016 of \$1,162,700 and the projected expenditures for 2016 to be \$1,146,350 with an anticipated profit of \$16,350.

He reported that the CSRT's goal is to avoid raising dues and to implement strategies to maximize income and manage expenditures without cancelling initiatives to advance the profession.

### **6.3 Appointment of Auditor (Motion)**

Adam Buettner put forward a request for a motion from the floor to appoint the auditors Ouseley Hanvey Clipsham Deep, LLP for the audit of the 2016 fiscal year.

***A motion was presented by Ray Hubble (NB), seconded by Stephen Chard (SK) to appoint the auditors Ouseley Hanvey Clipsham Deep, LLP for the 2016 fiscal year audit. Motion carried.***

## **7. Introduction**

### **7.1 New Board Members**

President Jessie Cox informed members that a call for nomination was implemented to recruit board members with the following perspective: industry; non-regulated jurisdiction; education; Quebec region. She introduced the following individuals who were elected by the membership:

Scott Viliotti, RRT (Vancouver BC) - brings the practice perspective from industry, and the RTs from Western Canada and non-regulated jurisdictions.

Paul Williams, RRT (London, ON) – brings the perspective from education and the RTs from Ontario.

Patricia Ann Therriault, RRT (Montreal, QC) – brings the perspective from RTs practicing in the province of Quebec.

### **7.2 Outgoing Board member**

President Jessie Cox acknowledged the many contributions of outgoing Board members, including:

Louis Phillip Belle-Isle, RRT (Montreal, QC) – perspective from RTS in Quebec

Barbara MacDonald, RRT (Halifax, NS) – perspective from education and perspective from RTs practicing in the Atlantic region

Susan Martin, RRT (Toronto, ON) – perspective from industry and from Ontario

David Sheets, RRT (Kamloops, BC) – perspective from AA, and perspective from RTs in Western Canada and from non-regulated jurisdictions.

### **8. Confirmation – Board of Directors from May 2016 to May 2017**

President Jessie Cox introduced the 2016-2017 Board of Directors to the membership

President (Leadership – ON)	Jeffrey Dionne
Past-President (AA, Atlantic Region)	Jessie Cox
Treasurer (Neonatal and Pediatric – Western Canada)	Adam Buettner
Director (Québec)	Patricia Ann Therriault
Director (Chronic disease – Western Canada)	Elizabeth French
Director (Educator – Ontario)	Paul Williams
Director (Industry – Western Canada, non-regulated provinces)	Scott Vigliotti
Director (critical care – Western Canada)	Edouard Saade
Director (Student Relations)	Dave Sahadeo

### **9. Introduction of new recipients of the FCSRT and AA-CSRT**

President Jessie Cox introduced the new FCSRT of the CSRT including:

- John Annear – New Brunswick
- Carlie-Ann Brown – Ontario
- Cory Campbell – Manitoba
- Stephen Chard – Saskatchewan
- Eric Cheng – British Columbia
- Andria Darlington – Ontario
- Tammie Fournier – New Brunswick
- Aaron Ladd – Manitoba
- Neil Scott MacKeigan – Nova Scotia
- Kathleen Olden-Powell – Ontario
- Priya Patel – Ontario
- Tracy Simcoe – Manitoba
- James Whitehead – Ontario

She also introduced the new recipients of the AA Certificate, including:

Brian Brucks – British Columbia  
Rhonda Dallaire – Manitoba  
Mylène Gagnon – Ontario  
David Gillette – Alberta  
Sheila Kay – Alberta  
Pheobe Lam – Ontario  
David Moga – Ontario  
Larry Mudge – Manitoba  
David Toth – Ontario  
Peter Triantafillou – New Brunswick  
Terry Tryon – Alberta  
James Whitehead – Ontario

#### **10. Adjournment**

As there was no further business, the meeting was adjourned at 8:45 hours.