

## **CSCT Annual General Meeting Minutes**

**Location: Provinces Ballroom, Westin Ottawa Hotel, Ottawa, ON**

**Date: Saturday, October 29, 2022**

1. President Crystal Shendaruk called the meeting to order at 2:00pm EST
2. Introduction of Board Members
3. Scrutineers report  
The proxy count was as follows  
BC 19      ON 55  
AB 6      NB 0  
SK 31      NS 16  
MB 23      NL 6  
Total Proxy count: 156  
Total number of members in attendance eligible to vote: 53

### **Quorum has been attained**

4. Approval of Agenda

**Motion # 1: Moved by Krista Scheply to approve the agenda. Seconded by Marg Mount. 0 against CARRIED**

5. Minutes from 2021 Annual General Meeting  
5.1 The minutes of the 2021 AGM were read by secretary Gretchen

**Motion #2: Moved by Isabelle Theriault to approve the minutes as amended. Seconded by Rolly de Juan.  
0 against CARRIED**

6. Business Arising from Minutes:

#### 6.1 Questions from 2021 AGM

- 6.1.1 Covid relief from surplus funds – statement read by Sean Freeze on behalf of the CSCT Board of Directors – “There was a suggestion from a member regarding the use of surplus CSCT funds as COVID relief for the membership. As a member-funded body with a responsibility to provide educational opportunities and career development for its membership, the CSCT Board of Directors (BOD) feels strongly that any surplus funds should be channeled towards subsidizing such education and development. The CSCT BOD is currently exploring options for providing improved access to the Canadian Cardiovascular Congress (CCC) curriculum via registration subsidies.”
- 6.1.2 Consideration for buy-in-pension – statement read by Sean Freeze on behalf of the CSCT Board of Directors – “It was suggested by a member that the CSCT should explore the concept of offering and administering a “buy-in pension plan” for its membership. The CSCT Board of Directors (BOD) would like to use this opportunity to emphasize that our society’s purpose is the certification, registration and continued education of its members. The CSCT BOD feels strongly that external individual financial considerations such as insurance and retirement planning investments remain in the domain of the member and their respective employer.”
- 6.1.3 Provincial breakdown of successful candidates – statement read by Emily Coffey, CSCT Education Director – “There was a discussion during last years’ AGM with regards to

displaying exam results broken down by province in addition to being displayed by first timers and rewriters. CSCT's registry exam encompasses all of Canada and therefore the results presented here will always be representative of the country as a whole. After an exam sitting, each province is provided with a list of successful candidates from their province to welcome the new members into their associations. Provincial associations are encouraged to share this information with their members at their respective AGMs."

6.1.4 Discussion points

- When will the CSCT NOCP be reviewed. Accreditation Canada does not have a fixed review cycle. CSCT does not see a need at this time.
- When is the bylaw review expected to be completed? Summer of 2023.

7. Reports:

7.1 The President's report was read by Crystal Shendaruk

Discussion points

- 5 CEUs will be awarded for attendance at the AGM.
- April Forrest and Megan Willette were thanked for organising the presentation by the paramedics for CSCT's Education Day.
- The allocation of CEUs is done provincially based on CSCT's CEU standards.

7.2 The Registrar's report was presented by Cheryl West

**Motion #3: Moved by Cheryl West to approve the Registrar's report as presented. Seconded by Lisa Gowans. 0 against CARRIED**

8. Financial Report

8.1 The Audited Financial Statement was presented by Karen Schaus.

**Motion #4: Moved by Karen Schaus to approve the Audited Financial Statement as presented. Seconded by Cristina Scott. 0 against CARRIED**

8.2 The 2022-2023 Fiscal Year End Budget was presented by Karen Schaus.

Discussion point

- Is a hybrid AGM being planned for 2023. It was noted that 534 members attended last years virtual AGM. This will be brought to the February Board meeting for discussion.

**Motion #5: Moved by Karen Schaus to approve 2022-2023 Fiscal Year End Budget as presented. Seconded by Tonya Morrell. 0 against CARRIED**

**Motion #6: Moved by Karen Schaus to reappoint Deloitte as auditors for the fiscal year ending March 31, 2023. Seconded by Sean Freeze. 1 against CARRIED**

9. The Education Director's report was read by Emily Coffey

10. Committee Reports

10.1 The CEU Committee report was read by Emily Coffey

Discussion points

- CSCT will be moving to 10 CEUs per year (previously 30 CEUs in a triennium) effective January 1, 2023.
- Information on the revised CSCT CEU standards will be sent out to all members – there have been adjustments made to the standards to align with the new timeline.
- There is no change regarding the requirements for inactive/active members. The board will discuss possible options for members on a maternity or medical leave.
- The move to 10 CEUs per years is aligned with most other associations.
- John French (ON) asked when the membership would be voting on this change. He stated that according to the Canada Not-for-Profit Corporations Act, any decision that affected a condition of membership had to be voted on by the membership

There was a brief recess while the President and members of the CSCT Bylaw Committee discussed this issue with John French. The decision to move to 10 CEUs per year is on hold until Crystal Shendaruk consults with legal counsel.

10.2 The Nominations Committee report was read by Gretchen Dunn.

11. Elections:

11.1 Election of Education Director

**Emily Coffey was voted in by the membership for a two (2) year term**

11.2 Election of Director at Large (Who may be appointed Treasurer)

**April Forrest 160 votes Elected as Director at Large for a two (2) year term**

**Tonya Morrell 46 votes**

12. Proxy Issues:

**Motion #7: Moved by Marg Mount to destroy the March 2021 AGM Proxies &/or ballots. Seconded by Deanna Rice. 4 against CARRIED**

**Motion #8: Moved by Alyssa Clark to destroy the October 2021 AGM Proxies &/or ballots. Seconded by Lucy Marchiori. 4 against CARRIED**

13. Old Business:

13.1 Bylaw review – the review of the CSCT Bylaws is continuing with the goal of submitting it to the members for vote at the 2023 AGM.

14. New Business – none

15. Karen Schaus (outgoing Treasurer) was presented with a CSCT Life Membership

16. Next AGM – CCC is scheduled to be held in Montreal, October 2023. The dates of the AGM and the format are to be determined

**Motion #9: Moved by Oksana Czaikowski to adjourn the meeting at 3:42pm EST. Seconded by Marg Mount. 0 against CARRIED**