



# ODAWA NATIVE FRIENDSHIP CENTRE

## DRAFT 46<sup>th</sup> ANNUAL GENERAL MEETING MINUTES

815 St-Laurent Blvd., Ottawa, ON K1K 3A7

Held by Zoom

September 23, 2021, at 6:00 p.m.

Minutes of the Odawa Native Friendship Centre (ONFC) Annual General Meeting (AGM) held on September 23, 2021.

### Attendance

Facilitator: Harold Tarbell

Board of Directors: Amy Nahwegahbow, President Marie-Celine Charron, Director  
Jacques Dalton, Treasurer Michael Lacka, Director  
Vanessa McGregor, Director  
Kevin Morgan, Director

Staff: Randy Mayes, Executive Director Anita Armstrong, A/Director of Operations  
Jenny Linton, Executive Assistant Denise Ann Boissoneau, Traditional Support

Members: Annie Aningmiuq H  l  ne Cayer Belinda Charney  
Irene Compton Catherine Debassige H  l  ne Findlay  
Jonah Keeshig Terry McKay Barb O'Neil  
Terry Sinnet Annie St. George Connie Toulouse

Observers: Peter McKay Rus Pastuch Mia Tremblay

Elder: Irene Compton

#### 1. OPENING PRAYER

Grandmother Irene Compton gave an opening prayer.

#### 2. WELCOME AND CALL TO ORDER

Amy Nahwegahbow, ONFC President, welcomed participants to the 46<sup>th</sup> ONFC AGM and called the meeting to order at 6:17 p.m. The AGM was held virtually again this year due to the ongoing COVID-19 pandemic, with Harold Tarbell, an independent facilitator, acting as Chair.

The Chair reported that quorum was reached with 10 voting members present.

40 **3. AGENDA**

41 The draft agenda was presented to the members.

42

43 **It was MOVED (Jacques Dalton) and SECONDED (Connie Toulouse)**

44 That the members of the Odawa Native Friendship Centre approve the agenda for the 46<sup>th</sup>  
45 Annual General Meeting.

46

**RESOLVED BY CONSENSUS (AGM2021-09-01)**

47

48 **4. MINUTES OF THE 45<sup>TH</sup> ANNUAL GENERAL MEETING, JUNE 30, 2020**

49 The Chair presented the draft minutes from the 45<sup>th</sup> ONFC AGM held on June 30, 2020, to  
50 the members.

51

52 **It was MOVED (Barb O'Neil) and SECONDED (Belinda Charney)**

53 That the members of the Odawa Native Friendship Centre approve the 45<sup>th</sup> Annual General  
54 Meeting minutes held on June 30, 2020, as presented.

55

**RESOLVED BY CONSENSUS (AGM2021-09-02)**

56

57 **5. PRESIDENT'S REPORT**

58 The President reported to the members on behalf of the Board of Directors. The Board and  
59 staff have been working diligently to serve the community, assist those in need, and continue  
60 to provide programming during the global COVID-19 pandemic. Like many organizations, the  
61 impact from enduring the second year of the pandemic has presented significant challenges  
62 to the ONFC.

63

64 The President highlighted some of the work that the Board and staff of the ONFC have taken  
65 on to help grow and secure the organization and move forward with a strong team and  
66 presence in the community. This work includes Board and staff turnover, securing new  
67 leadership in senior management positions, including a new Executive Director, and focusing  
68 on meeting and exceeding goals set in the 2019-23 strategic plan. An Executive Assistant was  
69 also hired to work with the Board and the Executive Director, as well as increase ONFC's  
70 social media presence. Most programming was transitioned to the virtual platform. As well,  
71 the Board approved new personnel policies and procedures and is currently finalizing the  
72 finance policies.

73

74 Food security was enhanced over the past year for many at-risk and in-need community  
75 members. A total of \$50,000 in prepaid grocery cards was secured and distributed to the  
76 community. For the first time, a student bursary was presented to four Indigenous students.  
77 The Early Years space was completed as part of the renovations to the Centre.

78

79 The President thanked the Board, staff and volunteers for all their hard work and dedication.  
80 Without them, the ONFC would not be as successful as it is.

81

82

83 **It was MOVED (Terry Sinnet) and SECONDED (Hélène Findlay)**

84 That the members of the Odawa Native Friendship Centre accept the President's report as  
85 presented.

86 **RESOLVED BY CONSENSUS (AGM2021-09-03)**

87

88 **6. EXECUTIVE DIRECTOR'S REPORT**

89 The Acting Executive Director's report was presented by Randy Mayes on behalf of Anita  
90 Armstrong.

91

92 The ONFC had another challenging year as a result of the COVID-19 pandemic. Throughout  
93 the pandemic, the ONFC continued to provide outreach services and programming to the  
94 community members who were severely impacted by social distancing, job loss, reduced and  
95 lost income, food insecurity and more.

96

97 The Executive Director acknowledged the integral role the Ontario Federation of Indigenous  
98 Friendship Centres (OFIFC) and the City of Ottawa played in funding support throughout the  
99 year. These organizations, along with the Ottawa Aboriginal Coalition, the Ministry of the  
100 Attorney General, the Public Health Agency of Canada and Kagita Mikam Aboriginal  
101 Employment and Training have provided vital financial support as well as personal protective  
102 equipment (PPE) for staff and the community, and supplies to allow program participants to  
103 engage virtually.

104

105 The 510 Rideau Drop-In Centre tackled the many challenges related to serving homeless and  
106 at-risk community members throughout the pandemic. The incredible support from funders  
107 and donations allowed the ONFC to maintain a full team throughout the pandemic and make  
108 the necessary changes to protocols and procedures to ensure the safety of staff and  
109 community members and to prevent the spread of COVID-19.

110

111 **It was MOVED (Terry McKay) and SECONDED (Leanne Hunter)**

112 That the members of the Odawa Native Friendship Centre accept the Executive Director's  
113 report as presented.

114 **RESOLVED BY CONSENSUS (AGM2021-09-04)**

115

116 **7. INDUCTION OF HONOURARY MEMBERS**

117 The Board wanted to honour three members of the community, a First Nations Elder, a Métis  
118 Elder, and an Inuk Elder, who have made significant contributions to the ONFC. The Board  
119 deliberated and reached out to community members for suggestions.

120

121 Amy Nahwegahbow welcomed Annie Smith St. Georges to the meeting as the first honouree.  
122 Annie Smith St. Georges is a well-known Algonquin Traditional Elder, born and raised in  
123 Kitigan Zibi Anishinabeg near Maniwaki. Daughter of a trapper, she has acquired many  
124 teachings from her grandfather, her uncle, the internationally renowned "Grandfather"  
125 William Commanda, and from many aboriginal elders from across North America. Annie's

126 teachings are based on respecting Mother Earth and all its creatures, on spirituality and on  
127 promoting harmony between one other. She also holds a teaching certificate from the  
128 University of Quebec and worked for several years as a federal civil servant. Annie is  
129 honoured to be living in the territory of her ancestors.

130  
131 The second honouree was Elisapee Birmingham. Elisapee was born in Pangnirtung, Baffin  
132 Island. In 1950, Elisapee, her mother, and her youngest sibling went to Quebec City, where  
133 they were diagnosed with tuberculosis. Her mother died there two years later when Elisapee  
134 was just 11 years old, and she was sent to Iqaluit to stay with family. Unable to attend school,  
135 Elisapee taught herself how to sew by watching community members and trying the skills  
136 until she had mastered them. When Elisapee was 20, she had another stay at a sanitarium in  
137 Hamilton, Ontario, for tuberculosis. Recognizing her amazing sewing skills, Elisapee was  
138 asked to sew pajamas and housecoats for the other TB patients. By 1960, she was ready to  
139 work on her own healing from trauma and addiction. While attending the treatment centre,  
140 it was again sewing that helped Elisapee heal, and she began making traditional pieces of  
141 clothing to earn a living. After very hard times left Elisapee a single mother, she married Bob  
142 Birmingham and moved to Dunnville, Ontario, where she worked in a boot and shoe factory  
143 for a year. She was also hired to sew large orders of duffle bags for the army and worked at  
144 an undergarment factory. Eventually Elisapee moved to Ottawa where she continues to work  
145 from home on sewing projects of all types. At 80 years old, Elisapee has not slowed down.  
146 All the participants in the Inuit arts program greatly appreciate her as a teacher because of  
147 her excellent sewing skills, her stories, her great sense of humour and her positive approach  
148 to life!

149  
150 The third honouree was Senator Reta Gordon. Reta Gordon is a Métis Elder and founding  
151 member of the Métis Nation of Ontario (MNO) and has been actively sharing Métis culture  
152 since 1993. She became the Senator for the MNO Ottawa Métis Council in 1999 and was  
153 elected PCMNO Executive Senator in 2002. In addition to her work as a liaison for MNO  
154 Senators, Senator Gordon has, for more than 20 years, represented the MNO at hundreds of  
155 gatherings from small intimate workshops to large conferences and similar events. One of  
156 the most memorable events of her career as Senator was joining then Governor General of  
157 Canada Michaëlle Jean and the Commissioners of the Truth and Reconciliation Commission  
158 at Rideau Hall in 2009 for Witnessing the Future, an event that launched the work of the  
159 Truth and Reconciliation Commission. During the event, Senator Gordon presented the then  
160 Governor General with a Métis sash. Senator Gordon is very proud of her Métis culture and  
161 is always open to sharing her knowledge with audiences young and old. She takes seriously  
162 the need to educate and inform people about Métis culture and governance, and to explain  
163 what makes the Métis distinct among the three Indigenous peoples of Canada recognized in  
164 the Canadian Constitution.

165  
166 **8. AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDING MARCH 31, 2021**  
167 Peter Berry, Welch LLP, presented the audited financial statements for the fiscal year ending  
168 March 31, 2021.

169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179  
180  
181  
182  
183  
184  
185  
186  
187  
188  
189  
190  
191  
192  
193  
194  
195  
196  
197  
198  
199  
200  
201  
202  
203  
204  
205  
206  
207  
208  
209  
210  
211

The auditor stated that in his opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section in the report, the financial statements present fairly, in all material respects, the financial position of the organization as of March 31, 2021.

The auditor highlighted the following items:

- Capital assets, which are major assets including buildings and vehicles, amounted to \$2,088,961 as of March 31, 2021.
- Deferred revenue was \$329,539. This is money that is earmarked for a specific purpose but not yet spent and is a liability until the money is spent.
- Net assets totaled \$204,713 at year-end.
- Revenue increased from to \$3,292,452 in 2020 to \$2,564,062 in 2021.
- The main expenses are salaries and benefits and program supplies. Expenses decreased by \$97,034 in 2021.

**It was MOVED (Jacques Dalton) and SECONDED (Kevin Morgan)**

That the members of the Odawa Native Friendship Centre accept the auditor’s report for the fiscal year ending March 31, 2021, as presented by Peter Berry of Welch, LLP.

**RESOLVED BY CONSENSUS (AGM2021-09-05)**

**9. APPOINTMENT OF AUDITOR**

**It was MOVED (Terry McKay) and SECONDED (Kevin Morgan)**

That the members of the Odawa Native Friendship Centre appoint Welch LLP to conduct the audit for the next fiscal year ending March 31, 2022.

**RESOLVED BY CONSENSUS (AGM2021-09-06)**

**10. ONFC BYLAW NO. 9 UPDATE**

Bylaw No. 9 is the Standard Operating Bylaw. The President noted that the suggested amendments from the lawyer reflect changes to the Non-for-Profit Corporations Act and internal technical staff and lawyer changes. The Board is not seeking approval at this meeting. It will take many hours to review the amendments. The Board will review the changes and the members will have time to review them prior to the next AGM. A meeting can be held with members to review the revisions to the Bylaw No. 9 for transparency and accountability. Bylaws can always be re-reviewed and revised by the membership.

An inquiry was made asking whether there is a bylaw committee which members could be a part of.

At present, there is no bylaw committee however, assistance from the membership would be appreciated. When ready, a call for committee members would be made.

212 **11. NOMINATION/ELECTION OF CANDIDATES**

213 There were six Director positions available on the Board.

214

215 The Chair called for nominations from the floor and noted that members can also self-  
216 nominate.

217

218 The following candidates were nominated:

219

220 1. Amy Nahwegahbow - Nominated by Annie Smith St. Georges and seconded by  
221 Leanne Hunter. Amy Nahwegahbow accepted the nomination.

222 2. Jacques Dalton - Nominated by Amy Nahwegahbow and seconded by Marie-Celine  
223 Charron. Jacques Dalton accepted the nomination.

224 3. Marie-Celine Charron - Nominated by Amy Nahwegahbow and seconded by Michael  
225 Lacka. Marie - Celine Charron accepted the nomination.

226 4. Terry McKay - Nominated by Jacques Dalton and seconded by Terry Sinnet. Terry  
227 McKay declined the nomination.

228 5. Jonah Keeshig - Nominated by Amy Nahwegahbow and seconded by Vanessa  
229 McGregor. Jonah Keeshig accepted the nomination.

230 6. Catherine Debassige - Nominated by Leanne Hunter. Catherine Debassige declined  
231 the nomination due to a potential job conflict.

232

233 There were no further nominations.

234

235 **It was MOVED (Michael Lacka) and SECONDED (Irene Compton)**

236 That the members of the Odawa Native Friendship Centre close the nominations.

237 **RESOLVED BY CONSENSUS (AGM2021-09-07)**

238

239 **Results of Election**

240 Amy Nahwegahbow, Jacques Dalton, Marie-Celine Charron, and Jonah Keeshig were elected  
241 to the Board by acclamation.

242

243 **12. NEW BUSINESS**

244 The Chair opened the floor to new business.

245

246 **Ottawa Food Bank:** The Executive Director thanked the Ottawa Food Bank for the ongoing  
247 support for the community. Members are grateful for the financial support and food. The  
248 need for food has been even greater during the pandemic and it has been difficult to  
249 distribute food in the manner that members are used to due to COVID-19. The support is  
250 greatly appreciated.

251

252 A member inquired about the money from the sale of the building on Scott Street. As well,  
253 many people have helped the community throughout the years and the Board has not been  
254 thanking them properly, including staff members. Staff have left without a proper goodbye.

255  
256 The President responded that the sale predates any members of this Board and senior  
257 management. The Board could follow up on this question by reviewing previous audited  
258 financial statements. The Board plans to consider fundraising for a permanent home for  
259 Odawa.

260  
261 The Executive Director added that members and funders are thanked by e-mail, social media  
262 and by phone. Perhaps the issue is that it is not always visible to members. There have been  
263 staff appreciation lunches, community dinners, and holidays dinners, however, these events  
264 could not take place during the pandemic.

265  
266 A member inquired when in-person meetings will resume.

267  
268 The Chair, indicated that ONFC is following the provincial guidelines and it is not possible to  
269 say for certain at this time. Many organizations are taking additional precautions. There are  
270 liability issues to consider.

271  
272 A member expressed frustration that the phone number provided for the last AGM was not  
273 toll-free and resulted in a \$200 phone bill.

274  
275 The Chair acknowledged the frustration and responded that moving forward, organizers will  
276 be more mindful that any future virtual AGMs will include a toll-free number for members.

277  
278 **ADJOURNMENT**

279 The President thanked the members for their participation and feedback. The Board is  
280 looking forward to in-person meetings resuming again.

281  
282 **It was MOVED (Terry Sinnet) and SECONDED (Kevin Morgan)**

283 That the members of the Odawa Native Friendship Centre close the 46th ONFC annual  
284 general meeting at 8:35 p.m.

285 **RESOLVED BY CONSENSUS (AGM2021-09-08)**

286  
287 Elder Irene Compton closed the meeting with a prayer.

288 \* \* \* \* \*

289  
290 This is a true and correct copy of the minutes of the 2021 annual general meeting of the  
291 Odawa Native Friendship Centre held on September 23, 2021, and incorporates any and all  
292 corrections made at the time of adoption.

293  
294  
295 \_\_\_\_\_  
296 President

\_\_\_\_\_  
Secretary