

**Minutes for**  
**KMFRC Annual General Meeting/ Assemblée générale annuelle du CRFMK**  
**Fiscal Year/ Année financière 2023-2024**  
**11 September 2024/ 11 Septembre 2024**  
**18:00 h**

<b>Name</b>	<b>Position</b>	<b>Attendance</b>
CATHERINE (BETH) MACLEAN	President	PRESENT
ANNA DOWNE	Vice President	PRESENT
JENNIFER MYKOLENKO	Treasurer/Secretary	REGRETS
TANYA DION	Board Member	REGRETS
DENISE DUBOIS	Board Member – On Leave	REGRETS
ROBERT HAMILTON	Board Member	PRESENT
GRACE LAROSE	Board Member	PRESENT
CAROLINE POULIN	Board Member	PRESENT
COLLEEN FAIRHOLME	Executive Director	PRESENT
MAJ. MICHAEL ARNOTT	Base Commander Representative (Ex-Officio)	PRESENT

**Welcome/ Call to Order**

- Welcome and opening remarks by Board President. Meeting called to order at 1803hrs. Quorum confirmed.

**Land Acknowledgement**

- Sgt Galbiati-Bourassa, a representative from the Kingston Indigenous Advisory Group, presented a brief history and land acknowledgement.

**Remarks from Base Command Team**

- Col. John Scott and CWO Lori Flowers addressed the audience, focusing on a few main community concerns and expressing their appreciation for the variety of services the KMFRC offers the community.

**Remarks from KMFRC Board President**

- KMFRC Board of Directors President Beth MacLean directed the audience to how to access the year's annual report and highlighted aspects of the board report including ONCA compliance work, and the KMFRC's 30<sup>th</sup> Anniversary.

**Remarks from the KMFRC Executive Director**

- KMFRC Executive Director Colleen Fairholme highlighted features of the annual report and emphasized that families are the heart of everything we do. KMFRC is striving to adapt to the changing nature of families which has been highlighted in events, programs, and providing virtual options for many of these. The KMFRC recognizes the 3 key stressors of their clients, and focuses their programs around them accordingly (Relocations, Absences, and Transitions).

<b>Additions and Approval of Agenda</b> <ul style="list-style-type: none"> <li>- Motion to approve the agenda by Maj. Heather Paye seconded by Laura Tessier. Motion carried.</li> </ul>
<b>Review/Approval of Minutes from the KMFRC AGM 2023</b> <ul style="list-style-type: none"> <li>- <b>Motion</b> to approve the minutes by Sonja Taylor and seconded by Alexa Waycik. Motion carried</li> </ul>
<b>Introduction of the Current Board of Directors</b> <ul style="list-style-type: none"> <li>- All present board of directors introduced themselves. Request for applications for board directors also provided.</li> </ul>
<b>Board Member Elections</b> <ul style="list-style-type: none"> <li>- Motion by Robert Hamilton to nominate Catherine (Beth) MacLean for re-election to the board. Seconded by Andrea Pritchard. Motion carried.</li> <li>- Motion by Maj. Heather Paye to nominate Caroline Poulin for re-election to the board. Seconded by Sonja Taylor. Motion carried.</li> <li>- Motion by Breanne Lambert to nominate Anna Downe for re-election to the board. Seconded by Andrea Pritchard. Motion carried.</li> <li>- Motion by Laura Tessier to nominate Tanya Dion for re-election to the board. Seconded by Jane Hotner. Motion carried.</li> </ul>
<b>Auditor's Report from Past Fiscal Year</b> <ul style="list-style-type: none"> <li>- Tania Cuerrier from Grant Thornton presented the Auditor's Report.</li> <li>- Motion to accept the audited Financial Statements for the fiscal period ending 31 March 2024 by Laura Tessier. Seconded by Breanne Lambert. Motion carried.</li> </ul>
<b>Auditor Appointment for Next Fiscal Year</b> <ul style="list-style-type: none"> <li>- Motion to appoint Grant Thornton to perform the KMFRC audit for the 2024/2025 fiscal year by Grace La Rose. Seconded by Sonja Taylor. Motion carried.</li> </ul>
<b>Bylaw Revisions</b> <ul style="list-style-type: none"> <li>- Motion to approve the revised Bylaws as in attached documents by Andrea Pritchard. Seconded by Laura Tessier. Motion carried.</li> </ul>
<b>Articles of Amendment</b> <ul style="list-style-type: none"> <li>- Motion to approve changing the KMFRC Letters Patent/Articles of Incorporation as in attached documents by Jane Hotner. Seconded by Sonja Taylor. Motion carried.</li> </ul>

**Other Business**

- Lt. Col. Don Haisell on behalf of The Order of St. George gave remarks and presented the KMFRC with a donation from the Order for \$8,000.

**Staff Recognition**

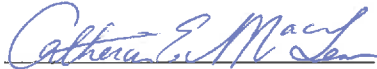
- Staff were recognized for three, five, and 10 years of service.

**Meeting Adjournment**

- Motion to adjourn by Laura Tessier and seconded by Maj. Heather Paye. Motion carried.

**Meeting adjourned at 1844hrs.**

Signed,



Catherine MacLean

President

KMFRC Board of Directors



Jennifer Mykolanko

Secretary

KMFRC Board of Directors

Anna Dawne

Vice-President

