Canadian Mental Health Association Waterloo Wellington | Association canadienne pour la santé mentale Waterloo Wellington

CMHA Waterloo Wellington Board of Directors
Annual General Meeting Minutes

Thursday, September 24, 2026 | 6:30 – 7:00 pm
CMHA WW | 737 Woolwich St, Guelph | Room 132/134

Present:
Irene Thompson, Board Chair
Brooke Billings, Board Treasurer
Julia Borges, Board Member
Danielle Fearon, Board Member
Rob Howe, Board Member
K. Daniel Sirivar, Board Member
Pia Williams, Board Member
Lisa Hood, Board Vice-Chair
Deanne Metzloff, Board Member at Large
Sean Bradley, Board Member
Julia Goyal, Board Member
Somkene Igboanugo, Board Member
Peggy Sweeney, Board Member

Helen Fishburn, CEO
Michael Buchert, Director, Finance
Jennifer Prior, Director, People & Culture
Matt Harrigan, Director of Services
Meredith Whitehead, VP Clinical
Alison DeMuy, Director, Strategy & Community Engagement

Guest: Stacey Stahlmann, Partner KPMG

Recorder: Heather Snider, Manager Administration & Governance

Regrets: Ashton Romany, Board Member

Agenda Item	Discussion and Actions
1.0 Welcome & Introductions	Irene Thompson welcomed everyone and led a round of introductions. Welcome to Stacey Stahlmann, Partner KPMG.
2.0 Call to Order	Irene called the meeting to order.
3.0 Territorial Acknowledgement	Irene shared a territorial acknowledgement and encouraged Board members to reflect upon the Seven Generations Principle, including the impact of our current decisions and actions on the wellbeing of future generations.
4.0 Declarations of Conflict of Interest	Irene asked that if Board members have a conflict of interest related to any items on the agenda, we state this so it is noted in the minutes. Deanne Metzloff, Brooke Billings, Sean Bradley, Rob Howe and Peggy Sweeney noted that they had a conflict of interest for *Item 11.0 Director Elections* and would leave the room during this. No other Board members declared conflicts.
5.0 Approval of Agenda	It was duly **MOVED** and **SECONDED** to approve the September 24, 2026 CMHA WW Annual General Meeting agenda (Deanne Metzloff, Pia Williams). **CARRIED.**
6.0 Approval of 2025 AGM Minutes	It was duly **MOVED** and **SECONDED** to approve the June 24, 2025 Annual General Meeting minutes (Lisa Hood, Deanne Metzloff). **CARRIED.**
7.0 Chair and CEO Report	Irene Thompson and Helen Fishburn reflected on successes and challenges we experienced this year, as well as pride for the support we provide for our community. Helen highlighted CMHA WW's experience through 2025-26, and the Board enjoyed a Year in Review video. Helen thanked the senior team and shared her tremendous gratitude to the Board for their support, insight and dedication this year. Irene highlighted the hard work of the Board through this year, and shared her appreciation for the dedication the Board showed through a challenging year. She thanked committee chairs and departing Board members for their commitment, and commended Helen and her team for their hard work. It was duly **MOVED** and **SECONDED** to receive the 2025-26 Chair & CEO report (Julia Goyal, Rob Howe). **CARRIED.**

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<tr><th>Agenda Item</th><th>Discussion and Actions</th></tr>
<tr><td>8.0 Ratification of Board Decisions</td><td>It was duly MOVED and SECONDED that all acts, contracts, by-laws, proceedings, appointments, elections and payments enacted, made, done and taken in relation to the business carried on by CMHA WW and its officers during 2025-26 – and that the same are hereby – are approved, ratified, confirmed and adopted by the Members and Directors of the Corporation (Deanne Metzloff, Somkene Igboanugo). CARRIED.</td></tr>
<tr><td>9.0 Presentation of Audited Financial Statements</td><td>Michael Buchert presented the 2025-26 Audited Financial Statements.
It was duly MOVED and SECONDED to receive the 2025-26 Audited Financial Statements (Deanne Metzloff, Brooke Billings). CARRIED.</td></tr>
<tr><td>10.0 Appointment of Auditors for 2026-27</td><td>It was duly MOVED and SECONDED to recommend KPMG be appointed as the Corporation's public accountant (auditor) to hold office until the close of the next Annual Meeting of Members, at a remuneration to be fixed by the Board of Directors, and that the Board of Directors be authorized to review the terms of engagement and, if deemed appropriate and in the best interests of the Corporation, undertake a competitive procurement process and recommend the appointment of an alternative public accountant at a future meeting of the members (Deanne Metzloff, Brooke Billings). CARRIED.</td></tr>
<tr><td>11.0 Governance Committee Report – Director Elections</td><td>Deanne Metzloff, Brooke Billings, Sean Bradley, Rob Howe and Peggy Sweeney excused themselves for this item.
2026-27 CMHA WW Board of Directors – Slate
<table>
<tr><th>#</th><th>Candidate Name</th><th>Role</th><th>Reason for Voting</th></tr>
<tr><td>1.</td><td>Deanne Metzloff</td><td>Director/Member</td><td>2nd term: September 24, 2026 – June 28, 2029</td></tr>
<tr><td>2.</td><td>Brooke Billings</td><td>Director/Member</td><td>2nd term: September 24, 2026 – June 28, 2029</td></tr>
<tr><td>3.</td><td>Sean Bradley</td><td>Director/Member</td><td>2nd term: September 24, 2026 – June 28, 2029</td></tr>
<tr><td>4.</td><td>Rob Howe</td><td>Director/Member</td><td>1st term: September 24, 2026 – June 28, 2029</td></tr>
<tr><td>5.</td><td>Peggy Sweeney</td><td>Director/Member</td><td>1st term: September 24, 2026 – June 28, 2029</td></tr>
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It was duly MOVED and SECONDED That the slate of nominees recommended by the Governance Committee be elected to the Board of Directors as presented (Pia Williams, Danielle Fearon). CARRIED.</td></tr>
<tr><td>12.0 Closing Remarks & Thank You to Departing Board Members</td><td>Lisa Hood, Vice-Chair and Board member since 2021, will be stepping down from the Board. During her time with CMHA WW, Lisa has been instrumental in building the Fund Development Committee, including chairing that committee for many years. Lisa has also provided dedicated service through the Executive Committee in her role as Vice-Chair. Irene and Helen thanked Lisa for her commitment and support.
It was duly MOVED and SECONDED to adjourn the meeting (Pia Williams, Lisa Hood). CARRIED.
The meeting was adjourned at 6:57 pm.</td></tr>
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