

FAMILY MEDIATION CANADA
2013 ANNUAL GENERAL MEETING MINUTES
SATURDAY, NOVEMBER 16, 2013

1:00 P.M. (Eastern Standard Time)
Via Telephone Conference

Present: 13 Members Present

FMC Board of Directors Present (12/15):

Mary Damianakis – President	(QC)	(Executive Committee)
Tom Dart – President Elect	(ON)	(Executive Committee)
Linda Bonnell – Secretary	(BC)	(Executive Committee)
Betty Ife – Past President / Treasurer	(BC)	(Executive Committee)
Gerry Schoel – Member at Large	(QC)	(Executive Committee)
Tamara Bodnaruk-Wide – Member at Large	(ON)	(Executive Committee)
Lia Versaevel	(BC)	
Keith Wallis	(NS)	
Karen Stewart	(AB)	
Eric Skoglund	(NL)	
Donalda Halabuza	(SK)	
Ernie Tannis	(ON)	(Honorary Counsel)
Carrie Cekerevac	(ON)	(Staff)

Regrets:

Brenda Arseneault	(AB)
Viola Evans-Murley	(PE)
Kayla MacIntyre	(AB)
Colleen Currie	(ON)

- 1. The meeting was called to order at 1:05 P.M. Eastern Standard Time.**
- 2. Acceptance of Agenda – Betty Ife moved the agenda be accepted as written and Gerry Schoel seconded. The agenda was accepted as presented.**
- 3. Adoption of 2012 Annual General Meeting Minutes – Lia Versaevel moved the adoption of the minutes and Betty Ife seconded. The minutes were adopted as presented.**

4. Election of Directors - Nominations Committee – Betty Ife

The 2013-2014 FMC Board Nomination Slate was read and presented as follows:

Name	Province	Status	Position	Term	Term ending
Kayla MacIntyre	AB	Appointed AFMS	Director	1 st term 2 nd term	2014 2016
Karen Stewart	AB	Elected	Director	1 st term 2 nd term	2013 2015
Brenda Arseneault	AB	Elected	Director	1 st term	2014
Betty Ife	BC	Elected	Past President Director	2 nd year 2 nd term	2013 2015
Eric Skoglund	NF	Elected	Director	1 st term 2 nd term	2013 2015
Keith Wallis	NS	Elected	Director	1 st term 2 nd term	2013 2015
Ernie Tannis	ON		Honorary Counsel		
Tamara Bodnaruk Wide	ON	Elected	Director	1 st term 2 nd term	2013 2015
Pending		Appointed Elder Mediation Committee	Director		
Tom Dart	ON	Elected	President Elect President Director	2 nd year 1 st year 1 st term	2013 2014 2019
Pending	ON	Appointed OAFM			
Mary Damianakis	QC	Elected	President Past President Director	2 nd year 1 st year 2 nd term	2013 2014 2017
Gerry Schoel	QC	Appointed	Director	1 st term 2 nd term	2013 2015
Lia Versaevel	SK	Elected	Director	2 nd term	2014
Donalda Halabuza	SK	Elected	Director	1 st term 2 nd term	2013 2015
Judy McCann- Beranger	NL	Elected	Director	1 st term 2 nd term	2015 2017

Note: Terms as Past President, President and President-Elect do not count towards time served as a Director, which can be a maximum of two terms, each two years in length.

Norm Smookler moved that the election of directors be accepted as read Gerry Schoel seconded. All in favour, No-one opposed, So Passed.

5. Reports

a) President's Report – Mary Damianakis

Family Mediation Canada has had a busy and productive year. I would like to take this moment to acknowledge and thank our members, directors, and devoted volunteers for all the time and effort they have put into our association. There are too many people that I would like to thank - and I cannot name everyone here today.

We are delighted that Family Mediation Canada now has a new website, and I wish to thank everyone who participated in this project, especially Betty Ife. I also wish to acknowledge Carrie Cekerevac for her excellent and dynamic work. I would like to thank Linda Bonnell and the entire certification committee for their diligence and outstanding work with the FMC certification.

Family Mediation Canada and the DR5 offered a two day training event in Toronto which was well received. Family Mediation Canada is a member of the DR5 (Dispute Resolution 5) in Ontario along with the Association of Family and Conciliation Courts-Ontario Chapter, Ontario Association of Family Mediators, ADR Ontario, and the Association of Collaborative Law Professionals. It has been a pleasure to work with these different groups and I hope that the DR5 extends to other provinces to become an example of cooperation and collaboration. This has been an incredibly enriching experience and I want to offer my heartfelt thanks to all these groups.

As well, FMC has been working with the Governance Committee to help transition FMC's by-laws to conform to the Canada Non for Profit Corporations Act which must be completed by October 2014. This is an enormous task, and I would like to acknowledge the excellent work of Gerry Schoel and Andrew Pavey, a former board member.

Connecting in person is very important for the board and for our membership too. The board retreat was held in Toronto this year and was facilitated by Tim Ragan who did an outstanding job. Gerry Schoel highlighted the importance of the transition and explained mandate of the Governance Committee's ongoing work. In addition Ernest Tannis provided the board with training on the new Canada for Non for Profit Corporations Act.

This is the second year that FMC offers different areas of specialization. We are proud to now have national committees such as the Elder section, the Aboriginal section, the Child Protection Mediation section, the Separation and Divorce Committee, and the International Family Dispute section. All these projects and committees have the potential to create a positive impact across Canada and we look forward to seeing them grow.

Earlier this year, one of FMC's Aboriginal Committee members was featured in the Law Times article, on the new federal legislation for native territories. The Aboriginal Committee is new and building bridges and recognizing the traditions of Cultural problem solving, in Native history and their inherit self-governing rights.

Additionally, the Elder Mediation section offers a national accreditation in elder mediation through Family Mediation Canada. I want to thank Colleen Currie and all the members of the Elder Mediation Committee for their outstanding work.

The International Family Dispute section, currently at its embryonic stages, however, still requires more governmental outreach. It is imperative that Justice Canada recognizes that FMC offers trained, experienced, and certified mediators who can assist families experiencing cross border conflicts during a time of difficult family transition. In particular, this area highlights the importance of having access to certified family mediators as well and role they play within global family disputes.

Resolving family conflicts through a gentle and humane process benefits children, parents, elderly, workplaces, schools, and communities. Families are the foundation for our communities, workplaces, and at the heart of Canadian society. Mediation, notably family mediation, has the potential to grow more and in many different sub sections. Our job is to continue to nurture it and acknowledge it as an interdisciplinary profession. With the help of emerging technology, we can now work with parties in an effective manner without compromising ethics and the principles of mediation.

The training process that family mediators undergo takes time. Professionals from different backgrounds take additional courses, follow internships, are mentored and supervised, and undergo an examination process, before being certified. The series of steps are essential and help us serve the public and provide the best possible services. Through my own work experience, I have discovered that mediation and Alternative Dispute Resolution groups must work closely together and begin to have dialogue on self-regulation in Canada. Family Mediation Canada has the potential to become the regulatory body for family mediation- nationally. This would help elevate mediation and would benefit the public. This important work requires us to leave our comfort zone and do more for our profession without compromising established certification. As we share, we learn, grow, and explore the best possible options for moving forward.

Connecting in person is also important for the board and for our membership too. This year the board retreat was held in Toronto and was facilitated by Tom Ragan who did an outstanding

job. Ernest Tannis provided the training on the new Canada for Non for Profit Corporations Act.

In my estimation -a pledge to do no harm is a responsibility we all have to the public and family mediation needs to be promoted as an interdisciplinary profession with standards, accountability and ethics. This is a gift we can pass on to the next generation of family mediators.

My vision for FMC is to celebrate our 30th anniversary in 2015 as the national regulatory body with interdisciplinary and certified family mediators.

It has been a true pleasure to serve as chair of the Family Mediation Canada board for two years. You have made my work pleasant and I have enjoyed meeting, and connecting with many of our members and affiliates. I would also like to thank former board members Dr. Pat Donihee, Andrew Pavey, Joe Pintarics, Aaron Bourque, Viola Evans- Murley, predecessors, past President Betty Ife and welcome our esteemed colleague Tom Dart. I know that FMC will be in good hands, with Tom Dart's leadership, vision and experience.

I would like to extend my gratitude to my friend, colleague and mentor Ernest Tannis. His compassion, care and dedication to the Alternative Dispute Resolution field is an inspiration. Family Mediation Canada has a great team of people and I feel honored to have worked with all of you.

b) Operations Manager's Report - Carrie Cekerevac

It is an honour to be the Operations Manager for Family Mediation Canada.

I manage and oversee all operational aspects of the organization including membership, certification, mediation inquiries, website maintenance, bookkeeping, HST, budgeting, accounting, working with our accountants with respect to our year-end review, government filings, board meeting agenda's, minutes, operational reporting, assisting committees, organizing of and registrations of professional development workshops, webinars and marketing.

FMC allocates \$400.00 annually to me, for professional development and this year I took a course on priority and time management which I know will help me serve the organization better.

My marketing efforts this year have resulted in revenue of \$3,150.00 for new members, reaching out to lapsed members to renew and brochure orders.

FMC continues to send out the “News & Happenings”, an informational email that informs our Members, about the News & Training opportunities across the country and abroad in effort to inform you about what’s occurring in the field of family mediation. 6 News & Happenings emails went out this year.

FMC launched our newly designed website on August 19th, 2013, please stayed tuned as we continue to develop the content to better serve our members, our affiliates and the general public.

The Dispute Resolution Five just wrapped up an Advanced Training opportunity for Family Mediators and Collaborative Professionals in Toronto, Ontario presented by Nina Meierding on the Practical Strategies from Psychology, Communication, and Negotiation Theory. Over 60 professionals gathered to attend this training on November 1st and 2nd and it was a great success. The DR5 being FMC (Family Mediation Canada), OAFM (Ontario Association for Family Mediation), AFCC Ontario (Association of Family and Conciliation Courts-Ontario), ADRIO (ADR Institute of Ontario) and OCLF (Ontario Collaborative Law Federation) is a working group comprised of representatives from each organization. The DR5 was formed with the goal of providing high quality continuing education programs to all five member organizations.

I have been an employee of FMC for almost 11 years and it has been a pleasure to serve you. I look forward my continuous working relationships with all of you and look forward contributing to FMC’s growth. I would like to thank the membership and board of directors of FMC for the opportunity to manage Family Mediation Canada.

c) Treasurer’s Report – Betty Iffe

Family Mediation Canada continues to be in a stable financial position. This year’s financial report for the financial year ending March 31st, 2013 was completed by the offices of MNP LLP out of Waterloo, ON. A copy is available to those attending this meeting. A copy will be posted on our website following this meeting. Should you have any questions arising from their report and financial statements please give us a call, or drop us a line, and we’ll try to answer them as best we can.

FMC continues to operate in the black. As of this writing we have no outstanding debt. Our current balance in our operating account as of this meeting date is \$53,719.47. The balance in our certification account as of this meeting date is \$13,749.00.

FMC has one full-time employee – Carrie Cekerevac, our Operations Manager. We also contracted with one certification assessor -- Kirstin Lund in PEI -- to carry out certification assessments as needed. We contracted our web hosting and maintenance services with Jason Stevens out of Calgary, AB. And we contracted the design and development of our new website with Canister Creative, out of Vancouver, BC. All the rest of our manpower is volunteers.

For the year ending March 31st, 2013 \$55,988 or 57.3% of our income overall came from membership dues. \$19,140, or 19.6% of our income overall came from certification application fees, certification maintenance fees, and license agreement fees to hold certification workshops. Outside of membership dues and certification-related fees we also generated a substantial income from webinars, rebates from the CCRA, and from the sale of publications, and marketing (website ads and ads in *Resolve*), thanks to the ongoing marketing efforts of Carrie Cekerevac. Our expenses remained fairly consistent with the previous year. The one exception was that we increased the amount of financial resources we put into public outreach activities from 5.6% to 12.6% of our expenditures.

FMC is committed to balancing its budget each year. We are committed to serving you, our Members, and to continuing to offer incentives, programs, and opportunities for the collaborative development of family mediation in Canada.

A big thank you to Carrie Cekerevac for the outstanding job she has done this past year in her dual role and Operations Manager and Bookkeeper. Carrie also took on the added responsibilities of processing registrations, processing payments, making deposits, and fielding financial questions from myself and other Board Members related to the Elder Mediation International Summit. Her services to our Financial Committee and to FMC in general, have been invaluable.

i. Review of Financial Statements 2012/2013

The Review of the Financial Statements for 2012/2013 was presented. Betty Ife moved we accept the Accountants report as presented and Lia Versaevel seconded. All in favour, No-one opposed, So Passed.

With respect to the new government regulations that FMC must adopt to by October 2014, FMC's accountants has advised that annual reviews will be sufficient rather than conducting an audit every other year. For accounting purposes, it is best to either conduct reviews every year or audits every year and FMC has decided to conduct reviews annually going forward.

ii. Appointment of Accountants

It was moved by Betty Ife and seconded by Norm Smookler that the existing accountants: MNP LLP, be declared our accountants for the upcoming year's review. All in favour, No-one opposed, So Passed.

d) Certification Committee Report – Linda Bonnell

The FMC certification committee is chaired by Linda Bonnell (BC) and the members are: Cynthia Spratt Goodmundson (MN), Betty Ife (BC), and Judy McCann-Beranger (NF).

As of November 6, 2013 we have a total of 145 certified members: 115 from British Columbia, 13 from Ontario, 5 from Manitoba, 2 from Alberta, 3 from P.E.I., 2 from New Brunswick, 2 from Newfoundland, 1 from Nova Scotia, 1 from Quebec, and 1 from Saskatchewan. Since our last AGM we have 10 new FMC Certified mediators, we currently have 8 candidates in the application process. Last year 10 certified members retired.

The certification committee had several meetings over the last year. The committee focused on aligning the Elder mediation certification program with the two FMC certifications for Family Relations Mediator and Comprehensive Family Mediator. The committee concluded that it was necessary to create a contract position with dual roles to both oversee all new candidate applications, which was formerly known as the Certifying Administrator role, as well as to be trained as an assessor. The committee agreed to create two contract positions with identical roles, one for each program, to administer both certification processes that would adhere to similar procedures, policies and standards. An Expression of Interest for a Certification Registrar was sent to each FMC Comprehensive Family Mediator late last summer. Greg McCann Beranger has been in the role of Elder Mediation registrar and Linda Bonnell is the new Family Certification registrar.

The certification committee also spent time reviewing the need to hire and train other assessors for the Family Relations and the Comprehensive Family mediator certifications. An Expression of Interest was sent out to all of the comprehensive certified mediators. We are pleased to announce that Antoinette Clarke has joined the assessor team and she brings to this work a wealth of experience in the field of family mediation. She is currently one of FMC's PLAR (Prior Learning and Recognition) assessors. The committee would like to thank Kirstin Lund who has provided assessments for FMC all year and who has agreed to work with the training of the two new assessors. We are also pleased to announce that Leanne Shafir, who was on leave from the FMC assessor role last year, has returned to be part of our assessor team.

The committee would like to acknowledge Rick Shields from Ontario who retired from the certification committee this year to focus on the provincial needs of family mediators in Ontario. Carrie Cekerevac, FMC's Operations Manager has been a most valuable assistant with our certification program over the last number of years. She will still remain the first to have contact with our new certification candidates and will refer them to either the Certification Registrar or the Certification Committee for assistance.

e) Governance Committee Report – Gerry Schoel / Ernest G. Tannis

The Governance Committee, made up of Andrew Pavey, Gerald Schoel and Ernest G. Tannis have been working diligently in preparation to meet the new regulations concerning Not for Profit Companies and Charities of which we are. We have met numerous times over the last 2 years and have submitted documents to the Board for their comments. This process is ongoing and we hope to finish it early in the new year so that we may submit our demand to the federal government and receive our new modified Letters Patent.

On November the 3rd we met with the Board and reviewed our obligations and the necessary steps we will have to take as well as good governance procedures. We also discussed the various documents that have to be submitted and a time frame is being established for their finalization.

We expect to have a SPECIAL GENERAL MEETING in early spring and the notification and necessary documents will be sent out 60 days in advance for your, the memberships', comments. As usual the meeting will have phone in capability and we are hoping for a large participation of our members as this is a very important crossroads for FMC.

Some of the Documents that we are reviewing are:

- FMC's mission statement
- FMC's bylaws
- FMC's internal policies
- FMC's board structure
- FMC's letters patent
- The application for revision of incorporation
- as well as others

At the Nov. 3rd meeting we added the following members to the Governance Committee: Eric Skoglund, Karen Stewart, our President Mary Damianakis and our President Elect Tom Dart.

f) Public Outreach Committee Report-Mary Damianakis on behalf of Brenda Arseneault

The Public Outreach Committee wishes to thank FMC's Operations Manager, Carrie Cekerevac for her assistance, along and the FMC Board and all the committee members.

The Public Outreach Committee started the year taking part in a radio program, Dialogue with Diversity with the Ottawa's CHIN radio show. Ernie Tannis and Mary Damianakis spoke on the benefits of mediation while highlighting diversity and inter- cultural awareness issues.

The Public Outreach Committee is continuing to have a working dialogue with Employee Assistance Providers in Canada.

The committee is happy to report that the website has been updated and will require a few minor adjustments. It is now complete needing a few minor additions. We would like to express our gratitude to everyone who worked on this project- especially Betty Ife, Linda Bonnell, Tamara Brenda and Carrie.

g) Membership Committee Report – Carrie Cekerevac

The committee consists of two members: Viola Evans-Murley as chair and myself, Carrie Cekerevac.

As of November 6, 2013 FMC has a total 517 members and the total in each province is as follows:

- Alberta - 68
- British Columbia - 206
- Manitoba - 16
- New Brunswick - 15
- Newfoundland – 8
- Nova Scotia - 17
- Northwest Territories - 2
- Nunavut - 1
- Ontario - 158

- Prince Edward Island - 11
- Quebec - 2
- Saskatchewan - 12
- United States - 1

Of those 517 members, we have 40 new members that have joined our organization this year.

The membership committee conducts renewal retention efforts of its members by sending renewal reminders by regular mail, two email reminders and a phone call.

The Membership Committee promoted membership within FMC this past year, by searching for mediators and like-minded professionals across Canada and sending them a membership information package by email along with a complimentary copy of News & Happenings in an attempt to bring in new members. These efforts resulted in 23 new members.

FMC Members can benefit from the opportunity to seek FMC Certification, the website member listing, website link, referrals, group rates on our Professional Liability Insurance, a reduction on professional development workshops and webinars, discounted rates on our brochures, networking, participation on committees and information on news, events and training opportunities occurring in the family mediation field.

FMC held a membership draw this year for the DR5 training in Toronto, Ontario awarding two members with a complimentary registration for one day. Congratulations to Margot Hallman of Ontario who won a complimentary registration for Friday, November 1st and Congratulations to Marian Gage of Ontario who won a complimentary registration for Saturday, November 2nd.

The committee intends to hold more membership draws in 2014 so stay tuned for your chance to win a complimentary gift from FMC.

FMC continues to offer a referral program, which rewards current members of FMC with \$25 off their next year's membership renewal dues for each new member referred to FMC. Thank you to those of you who have recruited new members for Family Mediation Canada.

h) Elder Mediation Committee Report – Carrie Cekerevac on behalf of Colleen Currie

The Elder Mediation Committee for 2013 was comprised of the following FMC members: Colleen Currie-Co-Chair, Patricia Donihee-Co-Chair, Judy McCann-Beranger, Andrew Pavey, Elizabeth Reagh and Elizabeth Sterritt.

1. The EM Committee focus this past year was on outreach. To this end:
 - We developed a brochure on elder mediation that has now been approved by the FMC Board. We plan to have the brochure available by the end of the calendar year. A special thanks to Greg McCann-Beranger and Andrew Pavey for their hard work and endless patience in getting the EM Committee to a final product.
 - We, together with Mary Damianakis, reached out to the Alzheimer Society of Canada with the hope of creating an on-line link between FMC and the Alzheimer Society websites. We believe it is a natural alignment and a valuable

source of support to link those whose loved ones are suffering from Alzheimer's disease with elder mediators. This is an on-going dialogue.

2. The EM Committee started the process of aligning the certification standards for Elder Mediators with the FMC certification standards. There is much work that needs to be done in this area, both in the written materials and on the website. The EM Committee intends to work with the current Registrar for Elder Mediators, Greg McCann-Beranger, as well as with Linda Bonnell, the new Registrar for Family Relations Mediators and Family Comprehensive Mediators, in order to accomplish this important task.
3. We also looked at some governance aspects for the EM Committee. We agreed:
 - that all motions presented to the FMC Board must be approved by the Committee in advance;
 - that our Committee meeting minutes would be provided to the FMC Board;
 - that it would be helpful to have some corporate memory, particularly as the Chair of the EM Committee rotates annually. To that end, "Notes to the Chair" were developed, which Notes can be built on by each subsequent Chair.

It has been a pleasure working with the Family Mediation Canada Board, whose important work on mediation in all its specializations I whole-heartedly support. I thank Carrie for her positive, 'can-do' attitude and diligence. It was also a privilege to be co-chair of the Elder Mediation Committee. Unfortunately, due to family commitments, I am unable to contribute more to the Board or the EM Committee at this time.

i) Child Protection Mediation Committee Report – Donalda Halabuza

This committee began in the winter of 2013. We have had several telephone conference meetings to determine the purpose and focus of this committee, but have not come to a conclusive decision. We have discussed several possibilities for a direction for this committee such as conducting a survey to determine the use of Child Protection Mediation in Canada. We would need to acquire research grants to hire research assistants to conduct telephone interviews with various Child Protection Agencies in Canada. At present, the Ministry of Social Services in Saskatchewan does not use mediation in child protection even though it is provided for in the legislation. In addition we have collected information on mediation in child protection services, such as AFCC paper on Child Protection Mediation and the special issue of AFCC in 2008.

We put out a call for members and made a decision on how to proceed when we have more members on this committee. It is important that people on this committee have experience in child protection mediation, a background in family violence, addictions, and an understanding of various social problems (ex. the effects of poverty on families, colonization etc.) and cultural sensitivity. Some members of FMC have expressed an interest in being on this committee and contact information was forwarded to the chair. However, we were not able to contact them.

We have discussed several possibilities for a direction for this committee such as conducting a survey to determine the use of Child Protection Mediation in Canada. We would need to acquire research grants to hire research assistants to conduct telephone interviews with various Child Protection Agencies in Canada. At present, the Ministry of Social Services in Saskatchewan does not use mediation in child protection even though it is provided for in the legislation.

j) Aboriginal Committee Report – Mary Damianakis

The Aboriginal Committee began in the winter of 2013 and is trying to connect with the various Aboriginal Communities in Canada.

Earlier this year, one of FMC's Aboriginal Committee members was featured in the Law Times article, on the new federal legislation for native territories. The Aboriginal Committee is new and hopes to build bridges with Aboriginal communities across Canada.

6. Adjourned at 1:54 P.M. Eastern Time.