



Community Health Services (Saskatoon) Association Ltd.
Semi-Annual General Meeting Agenda
Wednesday, January 21, 2026
Call to Order at 6:30 p.m.
Virtual: ZOOM

1. Call to Order, Welcome and Elder's Blessing
2. Adoption of Agenda
3. Adoption of Rules of Order
4. Adoption of 2025 Semi-Annual Meeting Minutes
5. Summary of 2025 Annual General Meeting Minutes
6. [CHSA Report Winter 2025-2026](#): President of the Board
7. Adoption of Voluntary Annual Service Fee
8. Presentation: *Saskatoon Community Clinic Evaluation*, Canadian Centre for Co-operative Studies, Coralie Darcis and Marc-André Pigeon
 - o [Saskatoon Community Clinic: Evaluation Report](#)
 - o [Patient Outcomes by SCC Clinic Site: Downtown and Westside](#)
9. Resolutions
10. Other Business and Announcements
11. Adjournment

Rules of Order for Electronic Meetings

Community Health Services (Saskatoon) Association Ltd.

1. The Chairperson shall call the meeting to order.
- 2.a When a member wishes to speak, they will request to do so via the messaging feature and provide their first and last names and whether are a member.
- 2.b The Board secretary will monitor messages and announce to all those present, the first and last names of the person who wishes to speak.
- 2.c The Chairperson will then recognize the speaker. IT will unmute the person who has been recognized to speak by the Chairperson. The speaker, when recognized by the Chairperson, shall give her/his first and last names and confine all remarks to the question at issue.
- 2.d Only requests to speak will be announced by the Board secretary; comments provided in the Chat will not be announced.
- 3.a A speaker will be permitted to speak for two minutes.
- 3.b This shall not apply to the person presenting a report or resolution when the report or resolution is being presented.
- 3.c The Chairperson may at any time during debate call upon the spokesperson for the Board of Directors or committee to provide an explanation of the report under debate.
- 3.d The Chairperson will inform all present that the speaker's time has reached two minutes either verbally or by a visual or audible signal.
4. A speaker shall not speak more than once per motion, except that the mover or designate, or the person who introduced a report or resolution, may also close the debate.
5. A member shall not interrupt another except to call for a point of order.
6. If a speaker is called to order, the speaker shall yield the floor until the question of order has been decided.
7. Any two members may appeal the decision of the Chairperson by requesting to do so through the messaging feature; one of whom shall state the reasons for the appeal, their name and the name of the second member making the appeal. The Chairperson shall make an explanation of the decision and shall put the question: Shall the decision of the Chairperson be sustained? The question shall not otherwise be debatable.
- 8.a Except for procedural motions (see 8.d) voting on motions will be undertaken electronically using Election Buddy or another program deemed appropriate.
- 8.b Resolutions must be provided in writing 10 days in advance of the meeting and will be included in the meeting package of materials for review by member in advance of the meeting.
- 8.c A vote count will be announced if requested from the floor by any two members.

- 8.d Votes on procedural motions, for example approval of minutes, will be conducted through the messaging feature. The Chairperson will present the procedural motion and ask if there are any objections or abstentions and if so, ask that the objection or abstention be indicated via the messaging feature. Any member who neither objects nor abstains shall be taken as having voted in favour of the motion. The secretary will inform the meeting as to the number of objections and abstentions.
- 8.e The Chairperson will announce the results of all motions.
9. The Chairperson shall not vote on any question, except in the case of a tie where the Chairperson shall cast the deciding vote.
10. Debate can be closed by the Chairperson if no one seeks the floor for further debate, or by a member calling for the question. When a member calls for the question, no further discussion or amendment of the motion is permitted until there has been a procedural vote on the call for the question. If the majority vote that the question now be put, it shall be put without debate. If the motion to put the question is defeated, debate will continue.
11. A motion may be reconsidered provided the mover of the motion to reconsider voted with the majority, and the motion to reconsider is supported by two-thirds of the members present and voting.
12. The hours of the meeting, including any advance registration deadlines, will be established by the Board of Directors.
13. Any of the above rules may be suspended by unanimous consent or may be changed for the members meeting in which such change is made, by a vote of two-thirds of the members present and voting, on a motion moved and seconded by two members.
14. The Agenda may be changed by a specific motion to do so, provided such motion is supported by two-thirds of the members present and voting, on a motion moved and seconded by two members.
15. Election of Directors shall follow the procedures described in Board Policy G-P 22, *Nomination and Election of Directors*
16. Motions to amend the bylaws must follow the procedures outlined in *The Co-operatives Act, 1996*(SK).
17. In all matters not otherwise regulated herein, Robert's Rules of Order shall apply.



Community Health Services (Saskatoon) Association Ltd.

Semi Annual Meeting

Thursday, January 23, 2025 at 6:30 pm, Virtual

The CHSA Semi-Annual meeting took place virtually on Thursday, January 23, 2025. Thirty-seven members and five guests registered.

1. Call to Order

Frank Quennell, President of Community Health Services (Saskatoon) Association Ltd., called the virtual meeting to order at 6:30 p.m., with Hazel Javier as Secretary.

2. Blessing

Mr. Quennell welcomed members and guests and offered the Saskatoon Community Clinic's (SCC's) land acknowledgment. Elder Florence Highway provided a blessing to begin the meeting in a good way.

3. Adoption of Agenda

Dominique Rislund moved that the CHSA Semi-Annual General Meeting agenda dated January 23, 2025 be approved as presented. The motion was carried.

4. Adoption of the Rules of Order

Jason Majid moved that the Semi-Annual Meeting 2025 Rules of Order, prepared for the CHSA Semi-annual general meeting and circulated to the membership, be accepted as presented. The motion was carried.

5. Summary of 2024 Annual General Meeting minutes

A copy of the CHSA Annual General Meeting minutes dated June 19, 2024 was included in the meeting package.

6. Interim Report: Chairperson of the Board

The President's report was presented by Frank Quennell and is appended to these minutes.

7. Approval of voluntary annual service fee rates

Dominique Rislund moved that the 2025-2026 Member Service Fee remain at \$15 for a single membership and \$30 for a joint or family membership. The motion was carried.

8. Resolutions

None received.

9. Strategic Plan presentation

The Strategic Plan was presented by Emmanuel Morin and Lisa Clatney.

10. Announcements

Mr. Quennell announced that registration is open for the following two groups: Families in TRANSition – Group Program and Grief & Loss Support Group

11. Adjournment

Dominique Rislund moved that the be adjourned. That motion was carried and the meeting was adjourned at 7:50 p.m.



Community Health Services (Saskatoon) Association Ltd.

63rd Annual General Meeting Minutes

Thursday, June 12th, 2025 at 7:00pm,

Mayfair United Church, 902-33rd Street West, Saskatoon, SK S7L 0W6

Attendees:

25 Members

9 Guests

1. Call to Order

Frank Quennell, President of Community Health Services (Saskatoon) Association Ltd., called the meeting at Mayfair United Church to order at 7:02 p.m., with Jennifer Draper as Secretary.

2. Welcome and Blessing

Mr. Quennell welcomed members and guests and offered the Saskatoon Community Clinic's (SCC's) land acknowledgment. Elder Florence Highway sent her regrets for the meeting, due to illness.

3. Adoption of Agenda

Janice Paslawski moved that the CHSA Annual General Meeting agenda dated June 12, 2025 be approved as presented. Kim Schmidt Seconded. The motion was carried.

4. Adoption of 2024 AGM Minutes

Evan Thompson moved that the CHSA Annual General Meeting minutes dated June 19, 2024 be approved as presented. Scott Caswell Seconded. The motion was carried.

5. Reports

- a. The President's report was presented by Frank Quennell and is available for viewing at: <https://saskatooncommunityclinic.ca/wp-content/uploads/2025/05/June-12-2025-AGM-Package.pdf>
- b. The Executive Director's report was presented by Lisa Clatney and is available for viewing at: <https://saskatooncommunityclinic.ca/wp-content/uploads/2025/05/June-12-2025-AGM-Package.pdf>
- c. The Medical Directors' report was presented by Dr. Paula Paley. Dr. Paley noted staffing changes in the Medical Group. This included Dr. Sandi Yao and Dr. Cuylar Conly as permanent members of the Medical Group. Dr. Marty Salter has also joined the clinic, working both at the Downtown and Westside locations. Dr. Jessica Harris and Dr. Cassie Pancyr will be returning from maternity leave this Fall. It was noted that we are still recruiting physicians and are currently hoping to assist with the staffing at Westside by hiring more Nurse Practitioners. Dr. Paley's three-year term as Medical Director at the Downtown Clinic is ending on June 30th, 2025.

6. Report of Auditor and Consideration of Financial Statements

Auditor Jesse Radu, assurance practitioner with BDO Canada, presented the financial statements.

7. Discussion, Consideration and Disposal of Reports in agenda item 5.

Mike Chartier moved that the reports laid out in agenda items 5 and 6 be approved as presented. Janice Paslawski Seconded. The motion was carried.

8. Nominating Committee Report

Dominique Rislund, Nominating Committee Chair, reported the make-up and processes of the committee to recruit candidates for the three available three-year board positions. Its members included Andrea Harris, Frank Quennell, Evan Thompson, and Dominique Rislund - with staff members Lisa Clatney (Executive Director) and Danielle Chartier (Member and Public Relations Director) providing support. The committee met to identify and recruit candidates for election to Board of Directors and a call for nominations appeared in the Summer edition of Focus, the members' newsletter, and in printed and electronic AGM materials.

9. Elections of Directors

Following a call for nominations from the floor, and review of submitted candidate statements, Janice Paslawski, Jason Majid, and Riaz Alvi were acclaimed to the three available positions.

10. Elections of Communications Committee

Following a call for nominations from the floor, and review of submitted candidate statements, Carol Glazer and Fran Moran were acclaimed to the two available positions.

Motion to amend agenda to do volunteer presentation prior to coffee break – no objections.

11. Presentation: Volunteer Appreciation Awards

St. John's Ambulance Therapy Dogs and their owners, were presented with awards of appreciation. The volunteers in attendance were: Holly McKenzie (Opal), Joan Gress (Buddy), and Koreen Geres (Mr. Mugz).

12. Appointment of Auditors

Toby Esterby moved that BDO Canada be appointed as auditor for CHSA for the 2025-2026 fiscal year. Janice Paslawski Seconded. The motion was carried.

13. Resolutions

There were no resolutions submitted in advance and no resolutions came forward from the floor.

14. New business

None

15. Announcements

- Thanks was given to Cathy Cole (not in attendance) for her service with the CHSA Board of Directors.
- Community Events listed that SCC will be participating in: Rock Your Roots June 20th and the Pride Parade June 22nd.
- Door Prize Draws were done for attendees.

16. Adjournment

Dave Myers moved that the be adjourned. That motion was carried and the meeting was adjourned at 8:17 p.m.

CHSA Interim Report
By Jason Majid, Board President

It is an honour to submit my first report to members as the new president of our co-operative, the Community Health Services (Saskatoon) Association (CHSA), or as many know it, the Saskatoon Community Clinic (SCC).

I would like to share with you some the work we have undertaken to begin meeting the goals we set for our co-operative in the new strategic plan launched at the 2025 Semi-Annual Members' Meeting held in January.

That plan, our roadmap for the next three to five years, sets ambitious goals while also recognizing the challenges we face with staffing shortages and healthcare system pressures. Although we have a great deal of work ahead, I am happy to report on progress we have made this year so far.

Stabilize and Sustain Our Unique Value to the Healthcare System

This goal focuses on our organization's recovery following pandemic disruptions and our efforts to address healthcare workforce shortages. SCC will strengthen partnerships with the Ministry of Health, Government of Saskatchewan, Saskatchewan Health Authority (SHA) and others to secure operational and capital resources we need to support our work and invest in staff retention and development.

Earlier this year, the Canadian Centre for Co-operative Studies completed its evaluation of SCC's model of care and governance structure. This report will help us make the case for more appropriate funding tied to the work we do and the impact we have. Members will hear from the study's authors who will be presenting their findings at our 2026 Semi-Annual Members' Meeting in January.

SCC is focussed on making its case for support to current and potential funders by connecting with decision-makers in government and community, building relationships and seeking opportunities to communicate the value we bring to the healthcare system.

The Clinic is excited to be moving forward with its newly designed Mel Langer building. Though the 11th Street temporary location has worked out well, staff are looking forward to being back home in the previous building.

Grow Community-Based Wholistic Care

Growing Community-Based Wholistic Care describes SCC's One Roof initiative with SHA and the Saskatoon Tribal Council (STC). One Roof, in the works for a decade, aims to transform care delivery in Saskatoon's core neighborhoods where many face HIV infection, chronic disease, housing insecurity, fragmented care and health inequities. The goal is a single, co-located hub, Indigenous-led and community-driven, and rooted in a patient-centred, team-based approach to primary care focused on patients establishing a personal relationship with a provider and a team that knows them.

To advance *One Roof*, the partners have received funding from the Saskatchewan Medical Association's Innovation Fund for a two-year proof of concept project of *One Roof*. The project's mission is to work collaboratively in providing a seamless continuum of care to address the health, social, and cultural needs and the social determinants of health in the core neighborhoods of Saskatoon, situated within the spirit and intent of the Truth and Reconciliation Commission's Calls to Action.

Currently, the partners are recruiting Innovation Fund (IF) staff including a nurse practitioner, clinical coordinator registered nurse, social worker and outreach worker. This team will be aiming to prove the benefits of assertive engagement and outreach.

SCC continues to work with our partners to finalize agreements and prepare the new building, the former Affinity Credit Union Building on 20th Street and Avenue P, now owned by SCC. Next steps for *One Roof* involve getting the new SCC building ready, clarifying how we will work together in the space with partner agencies, engaging the community and securing capital funding.

Better Patient Access and Outcomes

This third goal emphasizes enabling staff to provide trauma-informed and culturally responsive care to everyone SCC serves and improving access to care for current patients and working to expand capacity for new ones.

When it comes to equipping our staff with the tools they need to provide care in this way, the clinic has undertaken several training and education opportunities thus far. SCC's Truth and Reconciliation Committee hosted a lunch and learn discussing the Four Sacred Medicines; the Clinic held a General Assembly in September discussing gender-affirming care; and the Leadership team and CUPE Local 974 hosted a lunch and learn called Allyship and Anti- Racism in early November and will host a follow-up event on embracing diversity at the end of November. SCC is also working with consulting company Ivy + Dean on building a staff training program to help us be better at providing gender-affirming care.

SCC is working to improve service for current patients by addressing patient concerns about timely access to healthcare appointments. While acknowledging that some challenges stem from system-wide resource shortages beyond their control, SCC is committed to finding solutions within their scope of influence.

To tackle this issue, SCC has been accepted into an 18-month Primary Care Access Improvement (PCAI) project with Healthcare Excellence Canada, a not-for-profit organization funded by Health Canada. The project will help SCC implement the five pillars of Advanced Access, a quality improvement model designed to help primary care teams operate more efficiently and provide timely, appropriate care. An interdisciplinary team including members from across the organization acknowledges this is not a quick fix but remains optimistic about reducing wait times and increasing satisfaction for both providers and staff, with plans to keep everyone informed throughout the process.

SCC continues to make progress on the Baby-Friendly Initiative (BFI) resolution members passed at the 2024 AGM. With the help of a Master of Public Health student, the clinic just completed a project aimed at identifying strengths, gaps and opportunities for enhancing breast/chestfeeding support at SCC. This report will be on the agenda at the AGM in June.

I have thoroughly enjoyed my first few months in this role as president of the CHSA and look forward to meeting more of you at our upcoming Semi-Annual Meeting on January 21.

Baby-Friendly Initiative (BFI) Evaluation and Quality Improvement Project

Saskatoon Community Clinic

Executive Summary

Oladimeji Ayegbusi

July 25, 2025

Executive Summary

This project evaluates current practices supporting breastfeeding/chestfeeding across the three sites of Saskatoon Community Clinic using the Baby-Friendly Initiative (BFI) framework, a global standard developed by the World Health Organization (WHO) and UNICEF to protect, promote and support breastfeeding through evidence-based practices (World Health Organization & UNICEF, 2018; Public Health Agency of Canada, 2019). Using a multi-method approach that included a literature review, environmental scan, staff survey and qualitative interviews, the evaluation identified moderate awareness of BFI principles among staff, a notable absence of a formal infant feeding policy and limited structured breastfeeding/chestfeeding training and support for healthcare providers. Although some practices at the Saskatoon Community Clinic align with the Ten Steps to Successful Breastfeeding, such as providing breastfeeding educational materials to parents during clinic visits, there is no designated prenatal or postnatal education unit offering hands-on sessions or opportunities for parental and postnatal questions, which limits continuity of care and informed decision-making (LeDrew et al., 2024; Breastfeeding Committee for Canada, 2021). Furthermore, there is no clear enforcement of the International Code of Marketing of Breast-milk Substitutes, a key BFI requirement, as identified during the environmental scan (World Health Organization, 2017). Staff interviews reflected a willingness to improve and a recognition of the importance of consistent messaging and policy guidance. Based on these findings, recommendations include implementing staff-wide breastfeeding/chestfeeding training, standardizing education resources for families, creating a comprehensive infant feeding policy, and increasing visibility of breastfeeding/chestfeeding-friendly practices within the clinic setting to align more closely with national and global BFI standards (Public Health Agency of Canada, 2019; Breastfeeding Committee for Canada, 2023).