

Agenda Item	Discussion Points
1 - Call to order:	<p>Meeting called to order by President, Dr Darren Martin at 1:00 pm</p> <p>D. Martin acknowledged the land on which this meeting was held on with a land acknowledgment. He then welcomed all attendees and established some virtual meeting housekeeping guidance for raising/lowering hand, voting for motions, polling and simultaneous translation. These guidelines were practiced with the members.</p> <p>Lastly, D. Martin thanked previous NBCFP presidents for their leadership and acknowledged the presence of Dr Shirley Schipper, Dr Francine Lemire, Lissa Manganaro and Heather Mullen from the College of Family Physicians of Canada. He also acknowledged the presence of Louise Blanchard from Grant Thornton, Natalie Wilson and Jeff Stafland, our simultaneous interpreters, and the new executive administrative assistant for the New Brunswick Chapter, Dominique Gagnon.</p>
2 – Quorum	The quorum, composed of 20 members, was confirmed by Dr Karine Boulay at 1:07 pm.
3 – Declaration of any conflicts of interest	D. Martin declared that there were no conflicts of interest regarding the meeting’s panelists.
4 - Approval of Agenda	<p>D. Martin mentioned a slight change in the agenda, moving the Member’s Forum after the CFPC report and the installation of the President after the 2020 award to accommodate national representatives. He also corrected a previous reference to the financial statement as “audited”, which was incorrect.</p> <p>D. Martin asked members if there were any amendments to the modified agenda. Hearing and seeing none, he then proposed the following motion:</p> <p>To approve the amended agenda with the mentioned changes.</p> <p>The motion was moved by Dr Melissa McQuaid and seconded by Dr Amélie Thériault. The motion was approved by members with the polling function.</p>
5 - Approval of previous Annual Member Meeting minutes	<p>D. Martin asked if everyone received the minutes from the 2019 Annual Member Meeting and if they would like to bring any modifications to it or ask questions. Hearing or seeing no comments or question, D. Martin proposed the meeting minutes as it is.</p> <p>The motion was moved by Dr Julie-Ève Arseneau and seconded by Dr Jean-Pierre Arseneault. The motion was approved by members with the polling function.</p>
6 – Report of the Honorary Treasurer/ presentation of financial statements	Dr. Martin invited Dr Katlyn Stymiest, our honorary treasurer, and Louise Blanchard, CPA & Senior Manager at Grant Thornton, to present us the unaudited financial statements ending December 31,2019.

	<p>L. Blanchard mentioned that the financial documents were available of the NBCFP website. She also mentioned that the 2019 Financial Statements graphics presented where condensed to fit the slides. For examples, Salaries, Benefits, Honorarium and professional Fees are presented as one expense in the graphics, but the financial statement presents them individually. Highlights of the statements includes:</p> <ul style="list-style-type: none"> • Revenues: Total increase of approximatively 20K <ul style="list-style-type: none"> ○ Membership dues slight decrease ○ Transfer from national: increased a bit ○ Mainpro+: Decrease ○ FMC: Consistent. She believes it will change in 2020, depending on how the conference and process goes online ○ Interest rev: 2000\$ relating to the GIT investment held by the NBCFP ○ One small item that contributed in the increase of revenue (indicated in the report as insurance proceed): relating to a claim from 3 years ago • Expenses: Overall decrease <ul style="list-style-type: none"> ○ Awards and grant: Decrease ○ Miscellaneous: Decrease ○ Office supplies: Decrease ○ Expenses related to meeting, board expenses: Increase • Net revenue for 2019: 45 222\$ <ul style="list-style-type: none"> ○ Net income: 51 000\$ (2019), 29 000\$ (2018) ○ Accumulate net income of the college since the beginning: 331 534\$ ○ With income from the years: surplus of 383 539\$ ○ Assets of 370 000\$ <p>She stated that a review engagement report has been made to the unaudited financial statement and invited members to ask question on the chat</p> <p>Hearing or seeing no questions, K. Stymiest took over for the next point on the agenda.</p>
<p>7 – Approval of 2019 audited financial statements</p>	<p>K. Stymiest proposed the following motion:</p> <p>That the unaudited financial statements for the fiscal year ending December 31, 2019 be approved as presented.</p> <p>The motion was moved by Dr. Katelyn Stymiest and seconded by Dr. Melissa McQuaid. The motion was voted and approved by the members.</p>
<p>8 – Approval of Grant Thornton as auditor for 2020</p>	<p>K. Stymiest proposed the following motion:</p> <p>That Grant Thornton be appointed as auditors for the NBCFP for the 2020/2021 fiscal year.</p>



	<p>The motion was moved by Dr. Katelyn Stymiest, seconded by Dr. Theriault (?). The motion was voted and approved by the members.</p>
<p>9 – Report from the President, NBCFP for 2019-2020</p>	<p>D. Martin started by mentioning the amazing work and polyvalence of family doctor during this pandemic. He referred to a survey from CFPC indicating that 1 family doctor out of 4 had changed their work environment du to COVID-19. The pandemic proved that they can quickly adapt and provide quality care to their patient, and that the healthcare system doesn't work without the support of family physicians.</p> <p>He also mentioned the hiring of the new EAA, Dominique Gagnon, who started of June 1st, and Heather Mullen, Health Policy Analyst, to help us build strong relationship with government and partners.</p> <p>D. Martin is also proud of the modernization of the organization. He mentioned that the objective is to adapt our office and our Board so it can become more efficient without increasing membership fees.</p> <p>During his mandate, D. Martin advocated for a number of subjects, such as: the value of family physicians; the Family Doctor Day (may 19th); the protection of family medicine terminology; the importance of the Family Medicine Center and Patient Medical Neighborhood; patients access to mental health services and national medication insurance; billing numbers; and the need for an alternative compensation model. More recently, the NBCFP Board of director made their voices heard in support of family doctors during the COVID-19 pandemic and the importance of the fact that your family doctor is there for you, even virtually.</p> <p>Besides advocacy, D. Martin also mentioned many projects that took place at the NBCFP during the last year, such as: increased presence on social media; free FMC that included renowned Canadian speaker and innovative workshop (canceled du to COVID-19); and the upcoming We Specialize in You campaign to emphasize how family physician are specially trained to assess the complete health picture. To compensate on the canceled FMC, D. Martin mentioned that the Board is working with the Atlantic province to maximize a 30K grant received from CFPC for chapter led CPD.</p> <p>In terms of committee initiatives, the FFYFP committee has continued to be a leader in Canada for the transition into practice website. We also been active on the provincial "Choosing wisely" initiative and have an important role in the primary care taskforce. Their objective is to establish best practices and strategies to increase primary care access.</p> <p>As for the boards' governance, we introduced "NBCFP Updates" and Board of directors' evaluation so that directors can be held accountable for their responsibilities. More so, we added "In the news" standing items on our Agenda to ensure that the Board can be proactive with what is going on in our communities. Finally, key messages are now available on our website so that members to be informed about activities of the College.</p> <p>In order to ensure that members funds are used responsibly, the Board of Directors established a more robust and transparent fiscal and reimbursement policy. They also introduced an overhead replacement policy to be more competitive with other provincial organization when it</p>



	<p>comes to Board recruitments and to replace overhead replacement expenses encountered by Board members while away to fulfill official duties. Today, we are rolling out the New “Board of director composition project”</p> <p>D. Martin then took a moment to thank the important people who significantly helped him in the last few months. First, Lissa Manganaro and Heather Mullen for their help assistant to manage NBCFP and preparing for this AMM. He then thanked the Board of director for their work to improve the family physicians’ profession. He acknowledged the past president, Dr Melissa McQuaid, for her dedication to the NBCFP as she will be stepping down after being on the Board for more than 10 years.</p> <p>D. Martin then expressed his gratitude to NBCFP members for their energy and sacrifices made for their patient’s wellbeing. He then congratulated Dr Ghislain Lavoie for his new role as president and wished success to him and the new board of director.</p> <p>He thanked the attendees for their time and attention and finished with a part of a borrowed quote: Changes will not come if we wait for some other person or some other time. He encouraged attendees to take a small action to be a leader in your community and help improves lives.</p> <p>D. Martin asked if there was any question about his report. Seeing or hearing none, the meeting proceeded.</p>
<p>10 – Report from the CFPC</p>	<p>D. Martin invited Dr Shirley Schipper, President, and Dr Francine Lemire, Executive Director & CEO of the College of Family Physicians of Canada to present their report.</p> <p>F. Lemire thanked D. Martin and everyone who participated to this member assembly virtually. She started by expressing how impress she was by the “quiet bilingualism” that always takes place in NBCFPs’ meeting and the way the chapter is able to implement it.</p> <p>In the same way as the New Brunswick chapter, the CFPC has been able to pivot and adjust very quickly in response to the COVID-19 pandemic. They moved to a complete virtual way of working, have ensured business continuity, is still doing it and will do so in the foreseeable future.</p> <p>CFPC also ramped up its activities to better support its members in theses extraordinary times. Per example, Webinars are offered every Thursday at lunch time and covers clinical and practice management topics, as well COVID-19 related matter. CFPC also created a discussion group on their “Community of Practice Platform” called “TimeRight”. All members are eligible to access it and participate to multiple discussions, including helpful discussions on COVID-19.</p> <p>CFPC increased its advocacy. Pertaining to the supports that are required for family doctors in a COVID-19 era, CFPC is doing so with the lense of family medicine. They have been collaborating with other organization where and when appropriate, notably the Canadian Medical Forum, which regroup all medical organization in Canada in advocacy, particularly</p>



around PPE and advocacy for hazard pay for our resident, and with the Canadian Medical Association for hazard pay for all frontline workers. These examples demonstrate that CFPC is reasonably well, ensuring business continuity and continuing its mission, but changing with changing time.

On an operational standpoint, CFPC had several problems with its membership renewal platform and member database, forcing them to create a “work around” to facilitate membership renewal. She hopes that attendees will promptly renew their membership and that they will be pleased with the changes made. She also remembered attendees that the College moved to a single date system for membership renewal, which is July 1st. F. Lemire specified that the CFPC is very conscious of the difficulties that family doctors are facing during this difficult time, but it is more important than ever for members to support their professional home, because the future of family medicine will change in relation to COVID-19. CFPC is working with the board and senior leadership, as well as other group like the Canadian Medical Association, to think about both the future of family medicine and family medicine of the future.

F. Lemire highlighted that the CFPC has been pleased with a donation from the Canadian medical association foundation. The donation will allow the CFPC to offer some grants to try to capture innovation and impact on family practice in a COVID-19 era. It has been a terrible situation for our society, and yet we are aware right now of innovation taking place in FM that is having a positive impact for population that are cared for.

According to F. Lemire, now and moving forward, proactivity will be the name of the day. Practices who are better able to know who they are looking after, who can proactively reach out to their more vulnerable patients, will be more able to meet the need of their patients. When we think about those two futures: proactivity is going to be more important.

She then congratulated all awards recipients and mentioned how impress she was with the innovative way the NBCFP is approaching awards this year. She then congratulated Darren for his efforts as President and is looking forward to working with Dr Lavoie. She then asked S. Schipper to take the parole.

S. Schipper thanked F. Lemire for her report and the NBCFP for the invitation to attend this virtual event. She mentioned an extraordinary and weird year due to COVID-19 and wished she could have had the chance to meet us in person.

Following the unforeseen events unraveled after George Floyd’s death in the United States, S. Schipper highlighted the anti-racism statement signed by the CFPC, shared on the CFPC website, twitter and Facebook account. The statement mentions that we are not without racism in Canada and it has a systemic impact on our most vulnerable patient.

She followed by saying that the webinars have been captured online and are viewable if any attendees missed them. S. Schipper did one of the webinars with Cath Stringer (Chair family medicine in Dalhousie), Nadia Elem (Past president of the Ontario Medical Association), and

	<p>Jeff Sizzler from CFPC, with over 900 people who turned in live. It shows our value of membership and new and innovative ways of doing things.</p> <p>She also echoed F. Lemire comments about the francophone nature of the NBCFP and NB physicians, and how they work. She mentioned how comprehensive practices are and how much work is being done in different setting. She thanked New Brunswick family physicians for what they do, not only during COVID-19, but by adapting so quickly and change to the needs of community and colleagues.</p> <p>She finished by echoing F. Lemire by thanking D. Martin for all the work he has done as president and prior with the national college.</p> <p>D. Martin thanked both F. Lemire and S. Schipper and asked the attendees if there were any question for both. Hearing and seeing none, we moved forward on the agenda.</p>
<p>11 – Presentation of slate of officers for 2020-2021</p>	<p>D. Martin stated that as a non-profit professional organization, it is the NBCFP duty to ensure the highness level of governance and stewardship for its members interest. Populating committees with appropriate skills, experience and talent is one means to achieving this goal.</p> <p>The following members have submitted their expression of interest and their nomination have been confirmed by the executive committee. They have been presented on the shared screen via Zoom for the voting.</p> <ul style="list-style-type: none"> • President – Dr. Ghislain Lavoie • President Elect – Voted in 2021 • Past President – Dr. Darren Martin • Secretary-Treasurer – Dr. Karine Boulay • Member at large – Dr. Natalie Cauchon • Member at large – Dr. Amélie Theriault • Member at large – 2 vacancies <ul style="list-style-type: none"> • CPD – Vacant • FFYFP – Dr. Roxanne Pelletier • Health and Wellness – Vacant • Member Value – Dr. Darren Martin • Quality Improvement - Vacant • Université de Sherbrooke – Dr. Lise Babin (faculty); Vacancies (resident & student positions) • Dalhousie University – Dr. Sasha Sealy (faculty); Vacancies (resident & student positions) • Memorial – Faculty (TBD); Vacant (Student) <p>D. Martin proposed the following motion:</p> <p>That the 2020-2021 NBCFP Board of Directors be approved as presented.</p>



	<p>The motion was proposed by Dr Jennifer Hall and seconded by Dr Melissa McQuaid. The motion was voted and approved by the members.</p> <p>D. Martin thanked to the new NBCFP Board members for their service to their community.</p>
<p>12 – Members’ Forum</p>	<p>D. Martin invited attendees to join the members’ forum by turning on their camera. He then invited those who had any other questions or comments to contact the Board by email at nbcfp@nbcfp.ca. He also took the opportunity to thank everyone who attended this very first Virtual AMM.</p>
<p>13 – 2020 Awards</p>	<p>D. Martin then announced the 2020 NBCFP Awards winners. He mentioned that the board intend to have a more formal event in 2021 and then asked G. Lavoie and K. Boulay to help with the presentation. The 2020 NBCFP Award winners are:</p> <p>Family Physician of the Year: Dr Jennifer Russell from Fredericton, New Brunswick. Dr. Russell was awarded this year for her impressive work as a Chief Medical Officer of Health and virtually addressed the crowd about the importance of a good mental health and selfcare, especially during this pandemic.</p> <p>Award of Excellence: All New Brunswick Family Physicians. For their constant dedication to their patient and community during this unprecedented pandemic, the award was given to all New Brunswick Family Physicians. A certificate of recognition will be sent by e-Blast to all members so they can print and display it in their work environment.</p> <p>First Five Years in Family Practice Award: Dr Janice Townson from Saint-John, New Brunswick</p> <p>Family Medicine Teacher of the Year: Dr Sarah Caines from Rothesay, New Brunswick.</p> <p>Family Medicine Resident Leadership Award: Dr Lindsay Lovely from New Maryland, New Brunswick.</p> <p>Dr Sharon Northrop Award: Dr Carole Clavette from Edmundston, New Brunswick.</p> <p>Patient’s Medical Home Outstanding Family Practice Award: The Moncton Medical Clinic in Moncton, New Brunswick.</p> <p>The Teddy Bear Grant: Hampton Family Medicine in Hampton, New Brunswick</p> <p>D. Martin ended this note by congratulating every recipient for their awards.</p>
<p>14 – 2020-2022 President installation</p>	<p>As his last official duty as President, D. Martin passed on the power of office to Dr Ghislain Lavoie and gave brief biography, mentioning that he was born in Moncton and raised in Fredericton, graduated the University of Montreal in 2012 and from the University of Sherbrooke in 2014. He is a family doctor at the UMF du Grand Moncton, Head of the local division of Family Medicine at CHUGLD and head of the department of family medicine in Zone B1, as well as a medical director at Faubourg du Mascaret and Clinical Professor at the</p>



	<p>University of Sherbrooke. D. Martin then invited S. Schipper to conduct the official installation ceremony of our new president.</p> <p>S. Schipper then took parole and stated the following:</p> <p>“It is a privilege to conduct the official ceremony of installing the college member that you have chosen as NBCFP President. Dr Ghislain Lavoie, with the acceptance of this office, you become the leader and spokesperson of the New Brunswick chapter of the CFPC. By virtue of the power of authorities vested in me as president of CFPC, I now invest you with the official insignia of the office of the president of the New Brunswick chapter CFPC. Congratulations.”</p> <p>D. Lavoie took parole and first thanked D. Martin and S. Schipper. He then properly acknowledged the land on which this meeting was held and mentioned how important it is in this current climate.</p> <p>After this, G. Lavoie defined the role of a leader and expressed the pride he takes in representing his colleagues, not holding titles. Once more he thanked D. Martin for the work he did in his presidency and thanked all previous, current and futures family doctors and support staff he met during his last 8 years as a member of the college. G. Lavoie then mentioned how truly impress he was with the capacity of family physicians to pivot and function in an essential and important matter during this pandemic.</p> <p>G. Lavoie mentioned a few objectives, first being tackling systematic racism, echoing both the situation faced by Dr Jean-Robert Ngola and the treatment of the First Nations. He also mentioned that as family physicians, they stayed silent for too long. Family physicians deserves a say at the table we are not yet invited. He then thanked his family for their support and called family physicians to action to do their best for all families in New Brunswick.</p>
<p>15 – Adjournment</p>	<p>The meeting was adjourned at 2:32pm by the newly appointed President, Dr. Ghislain Lavoie.</p>