



Independent Living Nova Scotia supports consumers (people with disabilities) to:

- Live their lives the way they want;
- Stay in control of decisions that affect them;
- Find the services and contacts they need;
- Get information that is useful and clear;
- Break through barriers that are in the way; and
- Develop their skills.

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Independent-Living-Nova-Scotia



@ILNS2014

[www.ilns.ca](http://www.ilns.ca)

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L151- 7071 Bayers Road, Halifax NS B3L 2C2

**independent  
living**



**NOVA SCOTIA**

## Staff

Carrie Ernst	Operations Manager
Randy Reede	Information & Outreach Coordinator
Ria Steenweg	Accountant
Nancy Walker	Autism Summer Camp Coordinator

## Board Members

Mike Coady	(2014)	
Sarah Dubé	(2009)	April – November 2016
Louise Gillis	(2011)	Retired 2016
Karla Graves-Smith	(2015)	
Kyle MacDonald	(2016)	
Lois Miller	(2012)	
Matt Spurway	(2016)	
Ian Wilenius	(2016)	

We have enjoyed sharing our office space with Nova Scotia Interpreting Services and being close to so many community partners!

# Operations Report

## Operations Report

**April 1, 2016 – March 31, 2017**

This year has been a year of change, transformation and renewal for ILNS. In June of 2016, we saw the end of the Access to Education and Employment (ACEE) program. With that ending came a new desire to create a different line of programming and the engagement of consumers and new community partners.

In May of 2016 we had for the first time in both the history of the race and the athletes, an elite wheelchair team will be participating in the Bluenose Marathon in support of Independent Living Nova Scotia. Despite their first-time status, the elite wheelchair athletes attracted wide support. With the incredible dedication and efforts of Randy Reede, Information and Outreach Coordinator, ILNS raised just over \$11,000.00 during this fundraising effort.

During this reporting period - ILNS was very fortunate to have a strong team in place. For the final days of ACEE, Carrie Ernst, Jennifer MacNeil and Tracy Spencer worked diligently to ensure that the participants and their families were given exit interviews and a list of referring agencies to help navigate next stages for each person. During August 2016 – ILNS hosted another successful Art of Disability Festival that saw Nicole MacDonald, festival coordinator, do an amazing job of organizing the festival and increased exposure of the artistic ability among the disabled community.

Much of the summer and fall of 2016 was spent researching funding streams, creating programming to fit our mandate and developing funding proposals for submission.

Once again, December brought forward our opportunity to celebrate the year and connect with peers. The 2016 Gala was a great success in spite of the inclement weather. We had the occasion to invite former ACEE participants as honorary guests and took this opportunity to acknowledge their successes throughout their time with the ACEE program and presented certificates of completion to those that attended. We also had Marian Mancini address the audience and of course a visit for Santa for the delivery of door prizes.

The remainder of the year continued to see times of change. With this change we have had the opportunity to examine all the events of the past and focus on the positive events and the building of a new direction while remaining true to our mission and vision of the organization. We remain dedicated to the four guiding principles by which we provide services and advocacy.

## Operations Report

We have seen the development and evolution of the accessibility legalisation happen in the province of Nova Scotia, as well as transformational change within the Department of Community Services and the benefits they administer. While we are in early days of these initiatives, ILNS will continue to offer expertise and first voice experience to the community engagement as we continue to engage ourselves in the move towards a better tomorrow.

“Every day has a new beginning, a new blessing and a new hope”

Respectfully submitted,

Carrie Ernst  
Operations Manager

## Chair's Report

***At ILNS, we support persons with disabilities to make informed choices about how they want to live their lives. We provide this support by offering programs and services that promote independent living.***

Our Association is one of twenty-five Independent Living Centres accredited and supported by Independent Living Canada. IL Canada and its member centres receive core operational funding through Employment and Social Development Canada. ILNS delivers several programs in partnership with the government of Nova Scotia, including the Self-Managers pilot program and the Student Self-Managers program. We thank all of our funders and community partners who helped us succeed in 2016-17.

ILNS is located at L151-7071 Bayers Road. We share office space with Nova Scotia Interpreting Services. 2016-17 saw the renewal of this partnership and it is stronger than ever. We thank NSIS for contributing to a supportive and positive environment for our staff and consumers and look forward to more collaboration in the future.

ILNS hosted several community events for our members, including the Art of Disability festival in July 2016. Despite severe winter weather, ILNS members flocked to Halifax for the annual Holiday Gala, demonstrating the strength of our resolve and our community spirit. A little snow never stopped us from having fun!

2016-17 was sadly the final year of the Access to Community Education and Employment (ACEE) program. Government funding for this program concluded in June 2016. ILNS continued the program until the end of August through its own efforts, to ensure that as many participants could complete the program as possible. We thank all the ACEE participants and parents for their support, and in particular for the thoughtful and emotional engagement session hosted in August of 2016.

The Board's annual strategic retreat was an opportunity to talk about the past, present, and future of ILNS, and about how the board could meet the mission of the organization. The Board came out of the retreat focused and ready to find new ways of promoting our vision of a fully accessible Nova Scotia where people with disabilities can live independently and make informed choices about their lives.

## Chair's Report

The Board welcomed Murray Vandewater and Steve Estey as advisors, and their experience has assisted us through our work. Thank you to Murray and Steve for their continued support to ILNS.

Your Board continues to work on our members' behalf. We welcome questions, feedback, and suggestions about how we can best serve the needs of our consumers.

The tremendous power and strength of this community continues to humble and amaze me. Thank you for the privilege of chairing your Board.

Ian Wilenius

Chair

Independent Living Nova Scotia Association

## Nominating Committee Report

### Nominating Committee Report

November 23, 2017

The Nominating Committee submits this report to the Annual General Meeting of Independent Living Nova Scotia.

First, we remember with fondness Sarah Dubé, who passed away while serving as co-chair in 2016. We miss Sarah and remain thankful for her leadership, her strength and her wisdom. Second, we thank Louise Gillis, who resigned from the board in 2016. Thank you, Louise, for sharing your skills and experience with us.

Next, we present these **motions** to the general membership:

**That ILNS re-elect Mike Coady and Karla Graves-Smith to the Board of Directors. Both Mike and Karla are going into the first year of their second terms.**

**That ILNS elect to the board Patricia Gates, Murray Vandewater and Nancy Walker, all of whom have completed the application process to join the Board of Directors.**

Finally, we thank Kyle MacDonald, Matthew Spurway and Ian Wilenius, who are in the second year of their first terms; and Lois Miller, continuing in the second year of her third term.

From time to time, the board appoints members during the year to fill vacancies. If you wish to volunteer for the board, or know someone who wants to volunteer, please contact me as board secretary, [loisemiller45@gmail.com](mailto:loisemiller45@gmail.com). The Nominating Committee will send you a form to begin the application process.

Respectfully submitted,

Lois E. Miller - Secretary  
Board of Directors  
Independent Living Nova Scotia

# AGM Agenda 2017

Draft Agenda

ANNUAL GENERAL MEETING 2017

November 23, 2017

Independent Living Nova Scotia Association

5:00 pm Welcome from Ian Wilenius, ILNS Chair

Food is served.

5:30 pm **Annual General Meeting**

Call to order and approval of agenda

Approval of minutes from 2016 AGM

Approval of 2016-17 audited financial statements

Appointment of auditor for 2017-18 – Motion to delegate auditor appointment to the Board of Directors

Chair's Report

Operations Manager's report

Report of the Nominating Committee

Election of Directors

6:30 pm Adjournment



# AGM Meeting Minutes 2016

Annual General Meeting  
Independent Living Nova Scotia Association

October 27, 2016, 6 p.m.

## Welcome

Sherry Costa, Executive Director, welcomed everyone and thanked them for coming. On behalf of the organization, she thanked these board members who had stepped down during the past year: Julianne Acker-Verney, Louise Gillis, Allan Wands and Jenna-Leigh Wilson.

## Call to order

Co-chair Sarah Dubé called the meeting to order.

**Attendance:** About 30 people were present, including these who signed the register: Brandon Boyd, Gina Boyd, Alison Brewer, Will Brewer, Annie Bullen, Kim Cicchino, Mike Coady, Perry Costa, Sherry Costa, Sarah Dubé, Carrie Ernst, Isai Estey, Steve Estey, Cameron Frittenburg, Shannon Frittenburg, Donna Locke, Murray Locke, Kyle MacDonald, Nicole MacDonald, Anne MacRae, Mariette McDonald, Lois Miller, Randy Reede, Murray Vandewater. Regrets had been received from Victoria Cutler, Karla Graves-Smith, Matt Spurway, and Ian Wilenius. Sarah Dubé declared quorum.

## Agenda

**Motion: Moved by Murray Vandewater, seconded by Murray Locke to approve the agenda as circulated. Motion carried.**

## Minutes of 2015 Annual General Meeting (AGM)

**Motion: Moved by Lois Miller and seconded by Murray Locke to approve the minutes of the 2015 AGM, as printed in the Annual Report, pages 8-10. Motion carried.** There was no business arising from the minutes.

## Audit

**Motion: Moved by Lois Miller, seconded by Mariette McNaughton, to accept the auditor's Report, as circulated at the meeting. Motion carried.**

## Appointment of auditor

**Motion: Moved by Lois Miller, seconded by Murray Vandewater, to reappoint Mitch Miller, CA as auditor.** Co-chair Sarah Dubé said she was not aware of a proposed increase in the auditor's fees.  
**Motion carried.**

## AGM Meeting Minutes 2016

### Reports

#### Co-chairs' Report

Sarah Dubé spoke to the report of the co-chairs, which is printed in the Annual Report, page 5. She noted this past year has been interesting and said the board is looking ahead to the future.

#### Executive Director's Report

Sherry Costa, Executive Director, spoke to her report which is printed in the Annual Report, page 3. She advised the meeting that ILNS has prepared and submitted a proposal for a new youth transition program which, she promised, "will be better than ACEE."

**Motion: Moved by Gina Boyd, seconded by Perry Costa, to accept the Executive Director's report. Motion carried.**

Gina Boyd commented on the proposed new youth transition program and asked for more information about it. Ms. Boyd said that parents of participants in last year's ACEE program had made a presentation to the provincial Special Education Policy Committee, and promised to share a copy of that presentation with ILNS. She explained that the Special Education Policy Committee includes the Deputy Minister of Education and representatives from the Human Rights Commission, school boards, the teachers' union, and the Department of Community Services.

Ms. Boyd said the ACEE parents' presentation addressed the transition of youth into the community and to further education, and stressed that the current educational system does not adequately meet the needs of youth with disabilities. She said that giving the presentation was a positive way to bring this significant need to the attention of policy makers.

Mike Coady reported he will be attending a national youth conference to provide input into the proposed federal accessibility legislation. He urged those present to contribute to this national discussion through upcoming consultations.

#### Nominating Committee Report

On behalf of the Nominating Committee, Lois Miller gave a report, which is printed on page 6 of the Annual Report.

## AGM Meeting Minutes 2016

**Motion: Moved by Lois Miller, seconded by Will Brewer, to elect three new board members: Kyle MacDonald, Matt Spurway and Ian Wilenius.** All three had been appointed by the board of directors to fill vacancies during 2016. **Motion carried.**

**Motion: Moved by Mike Coady, seconded by Murray Locke, and carried to re-elect Lois Miller to the board.** Lois is going into the first year of her third term.

Members present agreed to accept all reports as printed in the 2015 Annual Report.

### **Proposed by-law changes**

On behalf of the Governance Committee, Mike Coady introduced proposed changes to the by-laws.

### **Proposed change to by-law 6 to correct a typographical error:**

**Motion: Moved by Mike Coady, seconded by Will Brewer, to change the spelling of “honourary” in by-law 6.c.i. Motion carried.**

By-law 6.c.i continues to read, “An Honourary Member is any individual recognized by the Board of Directors for service to the community of persons with disabilities in Nova Scotia, with such privileges as shall be determined from time to time by the Board.”

**Proposed change to by-law 12 to remove the prohibition on proxy voting.** Mike Coady explained that a proxy is someone who votes on your behalf if you give that person authorization to do so.

**Motion: moved by Mike Coady and seconded by Mariette McNaughton to remove the words “and there shall not be proxy voting” from by-law 12. Motion carried.**

By-law 12 will now read, “Every member, subject to by-law 4, shall have one vote and no more.”

### **Creation of new by-law 13:**

**Motion: Moved by Mike Coady, seconded by Murray Vandwater, to add a new by-law 13 which will read, “Any person may act as proxy for no more than one member. Proxies must provide proof that the member authorizes them to act as their proxy.”**

There was extensive discussion on the issue of proxy voting. One member suggested, and Mike Coady on behalf of the Governance Committee agreed, that we should create a proxy authorization form. In response to a question, Mike Coady agreed that proxies could use discretion to vote on issues as they arise at a meeting.

**Motion to add a new by-law 13 was carried with one member not in favour.**

## AGM Meeting Minutes 2016

### **Proposed change to by-law 15:**

**Motion: Moved by Mike Coady and seconded by Murray Locke to amend by-law 15 to provide for a six-month window following fiscal year-end for holding an AGM.** The amended by-law will read, “An annual general meeting shall be held within six months after every fiscal year-end and notice is required....”

There was discussion around this proposed amendment. One member expressed concern that we might be in violation of Canada Revenue Agency rules re: charitable registration.

**The Motion to amend by-law 15 was withdrawn.**

### **Proposed change to by-law 16:**

**Motion: Moved by Mike Coady and seconded by Will Brewer to delete a word from by-law 16.c which will now read: “Consideration of the annual report of the directors.” Motion carried.**

### **Proposed change to by-law 17:**

**Motion: Moved by Mike Coady and seconded by Perry Costa to lower the quorum to 15 members or 20% of the membership from 20 members or 25 % of the membership.** The amended by-law will read, “Quorum shall consist of fifteen (15) members or twenty (20) % of members whichever is less.”

Extensive discussion again followed the introduction of this proposed change. One member pointed out that the board members could constitute much of the quorum. Another member suggested life memberships. Several members recommended a defined membership year, and many persons present agreed with this suggestion. A member recommended a low quorum, based on her experience with another organization in the disability community.

**Motion carried.**

### **Proposed change to by-law 18:**

**Motion: Moved by Mike Coady and seconded by Mariette McNaughton to change by-law 18 to correct an error in by-law numbering.** By-law 18 will now read, “No business shall be conducted at any meeting unless a quorum is present to open the meeting and, upon request, before any vote (a) if a meeting is convened as per by-law 14 (a) or 14 (b).” **Motion carried.**

## AGM Meeting Minutes 2016

### **Proposed change to by-law 41:**

**Moved by Mike Coady and seconded by Will Brewer to amend the wording of by-law 41 to clarify its meaning.** By-law 41 will now read, “Notwithstanding by-law 40, persons without disabilities may be nominated to fill the positions of Chair or Vice-Chair by a special resolution of the Directors.” **Motion carried.**

In response to a question, Mike Coady advised the meeting that the board provides mentoring and support to board members and officers as needed.

### **Other business and announcements**

Several members made announcements about upcoming activities including national consultations on proposed federal accessibility legislation, and social events in the holiday season. In response to a question, Sherry Costa advised the meeting that the planned online auction is still in the building phase.

Steve Estey announced that Halifax is calling for volunteers for the regional accessibility committee; he encouraged those present to consider offering to serve on this committee. Details are on the Halifax Region website, and the ILNS Facebook page.

**Date of the next AGM:** to be determined.

### **Adjournment**

**Motion: Moved by Will Brewer and seconded by Perry Costa to adjourn. Motion Carried.**

Respectfully submitted,

Lois E. Miller, Secretary