

Dear Members of the Board,

We are writing as parents, family members and concerned members of the Community Living Renfrew County South community.

The current strike has now continued for approximately 14 weeks. This prolonged situation is having a significant impact on the individuals with developmental disabilities who depend on Community Living, their families, and the support workers who provide essential care and assistance.

We understand that the labour dispute and negotiations are between management and the union. We are not asking the Board to interfere in those negotiations or to disclose confidential labour-relations information.

However, we believe that the Board of Directors has an important responsibility for the governance, oversight and accountability of the organization, particularly during a situation of this magnitude.

We have been advised that the Board has not met since April 2026 and that the Annual General Meeting expected to take place in May was cancelled or postponed.

Because of the seriousness and length of the current situation, we are asking the Board to provide members and families with clear answers to the following questions.

Board Meetings and Governance

1. **When was the last formal meeting of the Board of Directors held?**
2. **Has the Board conducted any business since April 2026 through electronic meetings, telephone meetings, email, written resolutions or any other method?**
3. If Board business has been conducted electronically or by another method, **on what dates did this occur?**
4. Were all directors properly notified of those meetings or decisions and given an opportunity to participate?
5. Where decisions were made without a formal meeting, were the appropriate written resolutions completed and maintained with the Board's records?
6. Were the required quorum and voting requirements followed for Board decisions?
7. Are minutes being maintained for Board meetings and records being maintained for decisions made by written resolution?

Information Provided to Directors

8. Were directors provided with the information necessary to properly understand and participate in decisions concerning the organization's operations, finances, services and the ongoing strike?

9. If a director did not participate in a particular meeting or decision, how were they kept informed of Board business and decisions?
10. What reporting has the Executive Director been providing to the Board during the ongoing strike?

Annual General Meeting

11. When was the organization's last Annual General Meeting?
12. Why was the 2026 Annual General Meeting cancelled or postponed?
13. What is the new date for the Annual General Meeting?
14. If the AGM has been postponed beyond the normal annual meeting period, what steps have been taken to address this?
15. Will members receive appropriate notice and an opportunity to participate in the next AGM?

Board Oversight During the Strike

We recognize that the Executive Director and management are responsible for the day-to-day operation of the organization and that labour negotiations may appropriately be handled by management and their representatives.

However, the Board remains responsible for appropriate governance and oversight of the organization.

We therefore ask:

16. **How is the Board currently exercising its oversight responsibilities during this prolonged strike?**
17. How is the Board being informed about the effect of the strike on the individuals Community Living serves and their families?
18. How is the Board monitoring the organization's financial position and the financial impact of the strike?
19. What steps is the Board taking to ensure that the needs, safety, dignity and rights of the individuals served by Community Living remain central to the organization's decisions?
20. How can parents, family members and voting members bring concerns directly to the Board rather than having those concerns addressed solely through management?

Members' Rights and Communication

As parents and family members of individuals who depend upon Community Living, we believe we have a legitimate interest in understanding how the organization is being governed during this unprecedented situation.

For many of us, our family members cannot effectively speak for themselves. We therefore feel a particular responsibility to advocate for them and to ensure that their interests are not lost during this dispute.

We are asking the Board to provide members with:

- The date of the most recent Annual General Meeting;
- The date of the most recent Board meeting;
- Confirmation of whether Board business has been conducted electronically or by written resolution since April 2026;
- The current date planned for the next Annual General Meeting; and
- A copy of the organization's current bylaws and information explaining who qualifies as a voting member.

We are not seeking confidential personnel information, confidential legal advice or confidential labour-negotiation information.

We are seeking **transparency about governance and accountability**.

The Ontario Not-for-Profit Corporations Act provides specific requirements concerning directors' meetings, annual meetings and members' rights. We respectfully ask the Board to explain how the organization is currently meeting those governance responsibilities.

We also ask that the Board consider holding a meeting or information session with members and families so that questions can be addressed directly and openly.

Our intention is not to create further division.

Our intention is to ensure that the people at the heart of Community Living, the individuals with developmental disabilities who rely on these services, remain the priority.

After 14 weeks, families deserve communication. Members deserve transparency. And the people Community Living exists to serve deserve strong governance and advocacy.

We respectfully request a written response to these questions and information regarding an opportunity for members and families to meet directly with the Board.

We also respectfully request that you confirm receipt of this email and advise us when we can expect a written response from the Board.

We look forward to receiving confirmation that this correspondence has been received and to receiving a response from the Board.

Sincerely,

Charlene Riopelle

Parent / Family Member and Member
Community Living Renfrew County South

