



2025 APEX Annual General Meeting Meeting Minutes

**Wednesday, October 15th, 2025 – 12:00 p.m.
(by webinar)**

1. Call to Order and Introduction

Geneviève Binet, Chair of the APEX Board of Directors called the meeting to order, acknowledged the indigenous territory of the Anishinaabe from which she was joining the meeting and welcomed members. She welcomed the APEX CEO, Jean-François Fleury to the AGM and noted some of the APEX Board of Directors members present including Vice-Chair Tabitha Stubbs, Secretary Martin Béliveau, Treasurer Kent Estabrooks, Officer-at-Large Christian Bertelsen, and the Chair of the APEX Nominating Committee, Patrick Barthold.

Members were invited to participate in the language of their choice. The Chair turned to the Secretary, Martin Béliveau to lead participants through the agenda for the meeting.

2. Constitution of the Meeting

Martin Béliveau noted that as per the Association By-laws, there is a requirement for notice to be provided to members twenty-one (21) to thirty-five (35) calendar days in advance of the day a meeting will be held. A notification of the meeting was sent by e-mail to all members on September 19, 2025.

3. Establishment of Quorum

Martin Béliveau noted that as required in the by-laws, the active presence of a minimum of 40 regular members had been verified on the webinar and therefore quorum had been achieved.

He informed the membership of bylaw 15.06 which indicates that each regular member present shall have the right to exercise one vote, and he also reminded Associate Members to abstain from voting as per bylaw 5.04 which states that Associate Members have full rights and privileges of membership with the exception of voting.

4. Approval of Agenda (*Resolution AGM-25-04*)

Martin Béliveau invited questions from members (none were raised) and then proposed that the agenda for the meeting be approved. The motion was moved by Jean-Claude Azar and seconded by Christian Bertelsen. The motion was carried, and the agenda was approved as submitted.

5. Approval of the 2024 Annual General Meeting Minutes (*Resolution AGM-25-05*)

Martin Béliveau invited questions from members (none were raised) and proposed that the minutes of the 2024 Annual General Meeting be approved. The motion was moved by Tabitha Stubbs and seconded by Johanne Charest. The motion was carried, and the minutes were approved as presented.

6. 2024-25 APEX Annual Report

The APEX Chair, Geneviève Binet confirmed that a copy of the 2024–2025 APEX Annual Report was shared with members in advance of the meeting as part of the AGM materials. She highlighted several key achievements from the past year.

She also reflected on her tenure on the Board of Directors since 2019 and as Chair since October 2023. She noted that throughout her involvement, she has witnessed firsthand the excellence, resilience, and dedication that define the executive community, the APEX team, and fellow Board members.

Achievements in 2024–2025

The Chair noted that 2024–2025 was a year of significant progress as APEX supported an evolving public service and introduced its 2025–2028 Strategic Plan, renewing its vision to be the trusted voice of an agile and inclusive executive community, and launching new initiatives.

Signature Events

The 2024 APEX Leadership Summit welcomed over 1,300 participants under the theme “Serve with Purpose, Lead with Clarity, Drive Positive Change.”

The Summit brought together leading researchers, inspiring speakers, and senior public service leaders in a series of sessions fostering meaningful learning and reflection on productivity, collaboration, and well-being.

In November 2024, more than 400 participants attended the recognition event for newly appointed senior executives.

APEX Advisory Services

During 2024–2025, APEX Advisory Services provided more than 1,000 confidential advisory sessions to 485 executives.

Of those served, 63% were women and 24% identified as equity-deserving leaders.

Regional Engagement

APEX strengthened its national presence through visits to the Pacific, Quebec, and Atlantic regions.

These in-person engagements provided valuable insight into the unique challenges faced by executives across the country and supported the alignment of APEX services to regional needs.

Executive Work and Health Study (EWHS)

In 2024, APEX launched its annual Executive Work and Health Study, achieving a 51% response rate from executives nationwide.

The study introduced more comprehensive self-identification questions, providing deeper insight into the executive community.

Professional Development

Throughout the year, APEX delivered 19 learning events reaching more than 7,000 executives across Canada, addressing leadership priorities and emerging challenges.

The Chair emphasized that through its services, programming, and engagement efforts, APEX continues to send a clear message to executives: APEX is listening and is here to support you.

Looking Forward

The Chair indicated that the 2025–2028 Strategic Plan will guide APEX's work in the years ahead, ensuring the Association remains agile in the face of shifting priorities and focused on its mission to serve as the trusted voice of the executive community.

She concluded by expressing sincere appreciation to APEX members, the Association's team, and fellow Board members for their dedication to innovation, agility, and leadership excellence, noting that their collective efforts continue to strengthen the Association.

APEX CEO – Key Accomplishments and Highlights

APEX CEO Jean-François Fleury expressed his gratitude to the APEX team, the Board of Directors, and partners across the federal public service as he completed his first year as CEO. He acknowledged the strategic guidance provided by the Board under the leadership of Chair Geneviève Binet and thanked her for her six years of service on the Board, including the last two as Chair.

The CEO noted that executives are leading in increasingly complex and shifting environments, and emphasized the importance of investing in skills development, well-being, and community. He underscored APEX's role in fostering a strong sense of belonging within the executive community and in supporting the development of trusted professional networks.

As APEX implements its Strategic Plan, the CEO indicated that the organization is redefining its value proposition to better meet the needs of executives. Key areas of focus include:

- Launching a new Mentorship Program
- Expanding networking and partnering opportunities
- Increasing representation and specialization within Advisory Services
- Building a trusted network of APEX partners
- Exploring a more sustained national approach
- Enhancing the executive onboarding experience

Key Initiatives in 2025–2026

The CEO highlighted several recent and upcoming initiatives:

- The 2025 APEX Leadership Summit, held in June under the theme *“Building Trusted Connections,”* welcomed over 900 participants and featured researchers, senior leaders, and speakers who combined storytelling with practical guidance.
- The launch of Executive Experience Exchanges, designed to connect executives with peers and subject matter experts to discuss timely topics, including leading in times of austerity.
- Continued regional engagement, including visits to Quebec and the Pacific regions, with a planned visit to the Prairies.
- Ongoing presentations of department- and region-specific findings from the Executive Work and Health Study. The CEO added that copies of the results can be shared upon demand prior to the full results being published.

Upcoming Events and Community Focus

- APEX is piloting a new forum-based approach to welcoming newly appointed executives, in partnership with the Canada School of Public Service, offering a more personalized and agile onboarding experience.
- The dates for the 2026 APEX Leadership Summit have been set for June 2 and 3 at the Rogers Centre in Ottawa.

In closing, the CEO thanked members for participating in the Annual General Meeting and reaffirmed his commitment to strengthening an agile, inclusive, and connected executive community.

7. Report of the Treasurer

The Treasurer, Kent Estabrooks, noted that the APEX Auditor for this year is Baker Tilly and a copy of the Auditor’s Report and the Financial Statements for the year ending March 31st, 2025, were posted on the APEX website as part of the AGM meeting materials. He then provided a few financial highlights related to the 2024-25 fiscal year.

APEX ended the year with an approximate increase in total assets of \$127 000 over last year, and a surplus in revenue over expenses of approximately \$240,634. The increase in assets is mainly the result of an increase in investments in the last fiscal

year, and the surplus was generated by increased revenue from Summit 2024 registrations and sponsorship and reduced expenses.

The Summit event continues to be the most significant revenue generating activity for the organization, contributing \$1,106,000 in net revenue in 2024-25.

The Association continues to maintain a sound overall financial position, with net assets exceeding \$2.7 million, of which \$2.4 million is in cash and investments. In recognition of this, and with the oversight and approval of the Board, the Association continues to look for strategic investment opportunities from its reserve to support priorities for the executive community.

Based on the financial stability established over the past several years and the current overall financial position of the Association, APEX has sufficient management practices and asset reserves to navigate periods of financial uncertainty and cover the operating costs of the organization should an unexpected funding shortfall occur.

The Auditor confirmed that no significant matters arose from the audit but did offer some observations and recommendations to improve the Association's internal controls. More specifically they suggested that additional reconciliations of accounts receivable, accounts payable, tax accounts be performed and that documentation and processes for invoice processing be enhanced. That said, the auditing firm confirmed that the observations and recommendations did not have a material effect on the financial statements and issued a clean, "unqualified" opinion, with no concerns raised regarding fraud or mishandling of funds. The Association's CEO agreed with all findings and committed to implementing all recommendations outlined by the Auditor.

The Treasurer indicated that M. Benoit Giroux from the Auditing Firm Baker-Tilly, and the APEX management team were available to answer any specific questions that members may have. No questions were presented and the Treasurer excused M. Giroux from the meeting.

The APEX Board of Directors Secretary, Martin Béliveau, outlined the "virtual" voting process for the approval of two motions, and reminded Associate Members not to vote.

The APEX Secretariat launched the polling window confirming the number of regular members present at the meeting and announced that there were 43 regular members present.

7.1 Auditor's Report: Motion to Approve the Audited Financial Statements for the period ending March 31, 2025 (*Resolution AGM-25-7.1*)

A motion to approve the audited Financial Statements for the period of April 1, 2024, to March 31, 2025 was proposed by Martin Béliveau. The motion was moved by Marc Barrette and seconded by Jean-Claude Azar.

The APEX Secretariat launched the polling window seeking member approval. The simple majority of votes was confirmed, and the Secretary declared that the motion was carried.

7.2 Motion to approve one-year option to retain the Auditors (*Resolution AGM-25-7.2*)

Following a 2023 request for proposals process for the provision of Audit Services for fiscal-year 23-24, *Baker Tilly* was selected as the successful firm, with the contract providing the option for two additional one-year extensions covering the fiscal years 2024-2025 and 2025-2026. *Baker Tilly* has demonstrated its ability to meet the organization's auditing requirements to a satisfactory standard during the current contract period; and it is recommended by the Board of Directors that the membership authorizes the exercise of the first one-year extension option for the 2025-2026 fiscal year, as outlined in the existing contract with *Baker Tilly*.

The Secretary read the following motion:

WHEREAS, following a 2023 request for proposals process for the provision of Audit Services for fiscal-year 23-24, *Baker Tilly* was selected as the successful firm, with the contract providing the option for two additional one-year extensions covering the fiscal years 2024-2025 and 2025-2026; and

WHEREAS, *Baker Tilly* has demonstrated its ability to meet the organization's auditing requirements to a satisfactory standard during the current contract period;

BE IT RESOLVED that the membership authorizes the exercise of the second one-year extension option for the 2025-2026 fiscal year, as outlined in the existing contract with *Baker Tilly*.

The motion to retain Baker Tilly as the Association's audit services provider for the 2025-26 financial year was proposed by Martin Béliveau, moved by Julie Courchesne and seconded by Luc Sirois.

The APEX Secretariat launched the polling window seeking member approval. The simple majority of votes was confirmed, and the Secretary declared that the motion was carried.

8. Election of Directors (*Resolution AGM-25-08*)

- Patrick Barthold, Chair of the 2025 APEX Nominating Committee, identified the other members of this year's Nominating Committee including: Christian Bertelsen, Cécile Siew and Charan Bhullar.
- A call for applications was launched in May 2025, closing on June 27th, to fill five vacant positions.
- Patrick outlined that three Board members, whose first terms were expiring in October 2025, indicated their intention to seek election to a second term through a written submission outlining their past contributions to APEX as members of the Board. Their submissions to the Nominating Committee were received and evaluated, and the candidates were added to the proposed slate of candidates.
- One Board Member completed her 2nd term, and is therefore ineligible for re-election, creating a vacancy on the board.
- There was also another NCR vacancy on the Board following the resignation of a board member during 2025
- The report of the 2025 Nominating Committee was provided as part of today's meeting materials.
- Voting for the slate occurred between September 22nd, 2025, and October 14th, 2025, with a total of 235 members voting on the proposed slate and 220 voting in favour (93.6% of the total votes cast). As a result, the slate has been deemed approved by the members of APEX.
- Patrick congratulated returning members Tabitha Stubbs, Martin Béliveau, Kent Estabrooks and welcomed new members Nadine Huggins and André Baril. He also acknowledged and thanked the outgoing board members Genevieve Binet and Lilia Trombetti for their contributions.

Board Secretary, Martin Béliveau, also congratulated the elected Board members and thanked the Nominating Committee for its work in overseeing the process.

9. Other Business and Adjournment

Martin Béliveau invited final questions and comments from participants. None were raised. Geneviève Binet thanked all participants for attending, giving a special thanks to the departing Board Members and APEX staff for their efforts and contributions.

The meeting was formally adjourned at 12:43 p.m.

**Beliveau,
Martin**

Digitally signed by Beliveau,
Martin
DN: cn=Beliveau, Martin, c=CA,
o=GC, ou=CAS-SATJ
Date: 2026.02.20 15:29:40 -05'00'

Martin Béliveau
Chair / président

**Bertelsen,
Christian**

Digitally signed by
Bertelsen, Christian
Date: 2026.02.18
13:33:34 -07'00'

Christian Bertelsen
Secretary / secrétaire