

Minutes of the
Annual Meeting of the Algonquin Valley Branch
Held at the Royal Canadian Legion Hall
3583 Petawawa Blvd., Petawawa, ON
On Sunday, March 1, 2015

At 12:30 pm, Branch President Paul Ballantyne welcomed everyone to the afternoon's proceedings. Lunch was served, then the Branch Annual Meeting was held, followed by a presentation on "Estate Planning Considerations" given by Dilia Ayala-Mayost and Heather Richardson of TD Investment Services, Inc.

Branch Annual Meeting (BAM)

1. Welcome and Introductions

President Paul Ballantyne called the BAM to order at 1:12 pm. Presenting a couple of slides showing news items from the early history of the Branch, he noted that the Algonquin Valley Branch (AVB) came into being in 1985. This makes 2015 the Branch's 30th anniversary.

Paul Ballantyne introduced the members of the AVB Board of Directors (BOD) who were present:

President - Paul Ballantyne
Past President - Barrie Hallett
Treasurer - Judith Cloutier
Secretary - Michael Stephens
Membership Secretary - Leo Buckley
Director - John Allen
Director - Ken McDonald
Director - Art Plume
Director - Sham Sunder

Vice-President Ken Phillipose was absent as he was in India.

The Regional Services Officer for the Ottawa-St. Lawrence-Nunavut Region, Greville Price, described recent developments in the Association. In mid-2014 the Association had officially changed its name from "Federal Superannuates National Association" to "National Association of Federal Retirees". The organization had also been restructured into six Districts, each of which has about 30,000 members. The Ottawa Branch, with 34,000 members, became a District of its own. Although AVB now formally belongs to the Ontario District, it made operational sense for AVB to continue its long-standing ties with the Ottawa, Ottawa Valley and Cornwall Branches by retaining the Ottawa – St. Lawrence – Nunavut Region. He noted finally that a major focus of the Association this

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year will be responding in the upcoming federal election to an anticipated move by the federal government to change the pension schemes of Association members from defined benefit plans to some less predictable arrangement.

The President of the Ottawa Branch, Stephen Troy, expressed his pleasure at being able to participate in this meeting. He noted that it is helpful to the Ottawa Branch to continue its working relationship with the three nearby branches in the Ottawa – St. Lawrence – Nunavut Region. The Region has a good balance of large and small branches, and of urban and rural branches that reflects the makeup of the Association as a whole.

2. Establish Quorum

The following Branch members and guests were in attendance:

Curley and Elinor Andrews	Doug and Bev MacLeod
Alice Ballantyne	Heather Martin
Russell and Nancy Barber	Ursula Matchett
Kathy Buckley	Ela McDonald
Ron and Bev Cecil	Lorne and Louise Milani
Brian and Barbara Cheadle	Lorne Nimmons (non-member)
Pierre and Collette D'Aoust	Kathryn Purvis
Rod Delaney	Paul and Marion Reynolds
Audrey Elliott	Robert Rutz
Rick Everett	Jack and Marie Schankula
Paul and Jean Ferrigan	Barb Shaw
Keith and Penny Greenfield	Barbara Stephens
Joan Hallett	Ann Stewart
Bill and Helen Holtslander	Ken Tait
Rick and Della Janzen	Bill Taylor (non-member)
Rodrigo Lakshman	John and Katherine Torok
John and Carolyn Lori	Bill Turner
Lawrence and Cathy Lupton	Ken and Verlie Whitlock.

There being more than 25 Branch members (including the BOD) present, Paul Ballantyne declared that the meeting quorum requirement was met.

3. Approval of the Agenda

Paul Ballantyne invited additions to the proposed agenda. None were proposed. As moved by Lawrence Lupton and seconded by Ken Whitlock, the proposed agenda was adopted.

4. Approval of 2014 AGM minutes

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Paul Ballantyne invited comments on the minutes of the last AVB AGM, which had been held at the Royal Canadian Legion Hall, Deep River, on February 23, 2014. No changes to the minutes were proposed. As moved by Michael Stephens and seconded by Joan Hallett, the minutes were approved.

5. Business arising from the minutes

There were no follow-up actions from the last AGM.

6. Reports

a. President

Paul Ballantyne began his report by noting that the Mission of the Association is to protect the benefits and promote the interests of retired federal employees. Its Vision is that federal public sector retiree benefits are maintained or enhanced over time. Each branch has several roles to fulfill:

1. Communicate with its members through periodic meetings, newsletters, special information meetings and training sessions;
2. Participate in the management of the Association through the active recruitment and retention of members, submission of resolutions to be considered at the national Annual Members Meeting (AMM) and administration of the affairs of the Branch;
3. Provide services to members such as visitations, transportation, and other forms of individual assistance;
4. Participate in local/provincial advocacy, deal with issues of importance to federal retirees and seniors within their community and ensure that local politicians and MPs know about the Association and its policies;
5. Fulfil its responsibilities under the Association's by-laws such as reporting to the National Office its financial statements and minutes of its branch annual meetings;
6. Organize social activities to engage members.

AVB had achieved substantial positive results in these six areas last year. The Branch:

1. submitted quarterly updates in the required new style to SAGE, launched its own website, and emailed information to branch members when warranted;
2. organized three "Lunch & Learn" workshops, and began an annual series of talks on aging issues;
3. conducted its annual membership renewal campaign, joined in events with the Seniors Drop-In Centre in Pembroke and the Seniors Friendship Club in Deep River, participated in three Petawawa Showcases/Trade Fairs and the Deep River Craft Fair, prepared two resolutions for the next national Annual Members Meeting, complied with Association requirements in administering the affairs of the Branch, and would like to restart participating in SCAN retirement seminars at Garrison Petawawa when feasible;
4. provided guidance to members who requested information or raised issues;

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5. met with our Member of Parliament during the “Honour Your Promise” campaign to discuss the Association’s concerns over increases in members’ payments for coverage under the Public Service Health Care Plan;
6. organized the annual branch summer “picnic” social, organized three catered workshops and tried organizing morning coffee sessions.

b. Membership

Membership Secretary Leo Buckley presented his membership report (Attachment 1) for calendar year 2014. He noted that AVB membership trending towards a stable figure of about 2350 members.

c. Treasurer

Treasurer Judith Cloutier presented the AVB Income Statement for 2014 and Budget for 2015 (Attachment 2), and Balance Sheet at the end of 2013 and 2014 (Attachment 3). A deficit budget was again planned for 2015. The goal was to use for Branch members’ benefit more of the funds the Branch had accumulated in recent years when insufficient volunteer effort had been available to carry out a strong program of activities. As moved by Rick Janzen and seconded by Lawrence Lupton, the Treasurer’s report was accepted.

7. New business (Questions)

A member asked whether the Association membership will get to approve the national campaign being developed for the upcoming federal election. Paul Ballantyne noted that the campaign was being developed by the National Office with the assistance of consultants. It was simply not feasible for cost and time reasons to consult the entire membership to elicit their input and approval for the campaign. Greville Price added that the detailed strategy would not be rolled out before the election was called.

8. Vision for the future

Paul Ballantyne introduced the proposed Branch activities in 2015:

- **Improve Communication**
 - Keep improving the Branch web site and keep it up to date
 - Send more timely news to Branch members by email
 - Revive the former expanded Branch report in electronic and paper versions
 - Make good use of the coming new National website and member database
 - Seek member feedback regularly
- **Continue to Enhance the Branch program**
 - Organize more talks and workshops
 - Organize the summer “picnic” and other socials
 - Retry organizing coffee mornings
 - Implement members’ suggestions and requests

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- **Needs for more Volunteers**
 - The ability to run more and better branch activities depends on more members getting involved in organizing and running them. This could involve helping with single short-term single tasks, or joining the Branch Board of Directors or its Committees.
- **Support the National 2015 Election Campaign**
 - Details of what the Branch will be called on to do are yet to come.

9. Election of officers

Past President Barrie Hallett chaired the Nominating Committee for the election of the incoming Branch BOD. The following slate of Branch members had indicated that they were willing to stand for the following BOD positions in 2015:

President – Paul Ballantyne
Vice-President – Ken Philipose
Treasurer – Judith Cloutier
Secretary – Michael Stephens
Membership Secretary – Leo Buckley
Director – John Allen
Director – Ken McDonald
Director – Art Plume
Director – Sham Sunder
Director – Bill Turner

Barrie called for additional nominations; none were forthcoming. Barrie asked for volunteers interested in joining the BOD; Keith Greenfield indicated that he would be willing to join the BOD as a Director. Barrie closed the nomination process. As moved by Curly Andrews and seconded by Verlie Whitlock, the slate including Keith Greenfield was accepted by acclamation. Barrie Hallett remains the immediate Past President.

10. Adjournment

Paul Ballantyne adjourned the AGM at 2:10 pm.

President: Paul Ballantyne

Minutes prepared by Michael Stephens,
Secretary

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Attachment 1

National Association of Federal Retirees Algonquin Valley Branch Membership Report for Calendar Year 2014

The Algonquin Valley Branch membership records are maintained using the National Association of Federal Retirees online database system. Below are the member statistics for the last several years showing the membership is trending towards a stable figure of nearly 2350 members.

Membership Statistics 2007-2014

Year	Members
2007	1945
2008	2028
2009	2240
2010	2262
2011	2434
2012	2365
2013	2388
2014	2339

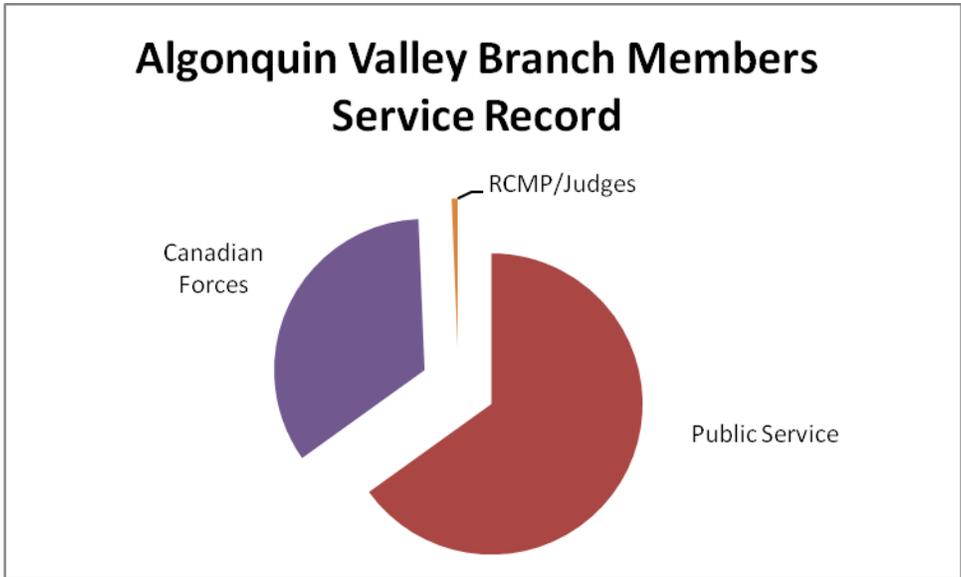
In 2014, there were 18 members who joined while there were 67 members who died, cancelled their membership or transferred their membership to other National Association branches. Of the present Algonquin Valley Branch member households, 65.1% were in the Public Service; 34.2% were in the Canadian Forces; and, the remaining 0.7% were Federal Judges or in the RCMP service. Another look statistically at the membership shows 28.7% live in the Deep River/Chalk River area; 26.4% live in Pembroke; 18% live in Petawawa; 17.2% reside in and around Renfrew, Cobden, Eganville, Golden Lake, Westmeath and other areas of Renfrew County. The remainder of the members (9.7%) live outside Renfrew County.

In 2014 roughly 86% of membership dues were deducted monthly directly from pensions; the rest of the dues are paid annually by cheque, cash or credit card. Renewal notices are sent out in the fall with a recommendation to convert from annual payment to direct deduction from pension. A direct deduction from pension reduces the work load and lessens branch costs associated with printing and mailing of the annual renewal and reminder forms. As of 2014, members who join will be renewed on their anniversary date, rather than at the beginning of new calendar year. The membership dues drive will now take place throughout the year.

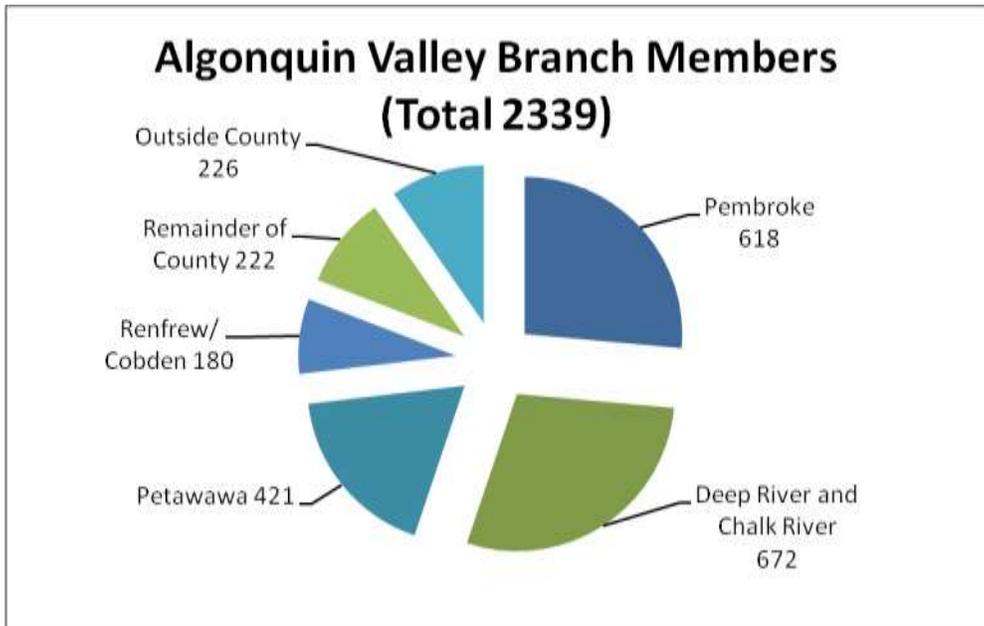
By December 2014, 65 of 212 households paying annual membership dues were outstanding. Reminders were sent out to the delinquent members. Unpaid memberships will be cancelled after the grace period ends March 31, 2015. Cancelled members may rejoin later; they will be included in the next National Office recruitment drive.

Respectfully submitted by Leo Buckley March 1, 2015
Membership Distribution by Past Federal Service Record

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Membership Distribution by Residence Location



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Attachment 2

National Association of Federal Retirees - Algonquin Valley Branch				
Income Statement 2014 & Budget 2015				
	Budget 2015	Budget 2014	Actuals 2014	Variance
Revenues				
Dues	16,000	16,000	14,751	(1,249)
Interest	500	500	600	100
Total Revenues	16,500	16,500	15,351	(1,149)
Expenses				
AGM	2,000	2,000	1,113	887
Executive and Committee Meetings				
- Executive	300	200	241	(41)
- Committee	200	300	-	300
Program				
- Talks/Workshops	4,000	2,000	4,203	(2,203)
- Socials				
- Annual Picnic	3,000	2,500	3,057	(557)
- Volunteer Appreciation	1,000	1,200	427	773
- Member Outreach	1,000	1,000	1,053	(53)
Travel				
- Branch	2,000	2,000	2,431	(431)
- Regional	2,500	1,500	1,142	358
- National	3,500	3,500	4,126	(626)
Communications				
- Mailings	2,000	1,000	-	1,000
- Yellow Pages or equivalent	-	400	-	400
- Telephone	-	1,000	-	1,000
- Webpage & Internet	400	400	195	205
- Brochures/pins	500	200	-	200
- Display hardware, posters, etc	2,000	2,000	699	1,301
Health Benefits Officer Misc Exp	100	100	-	100
Membership Secretary Misc Exp	500	500	475	25
Administration				
- Bank charges	-	150	-	150
- Supplies	400	400	441	(41)
- Office space	-	-	-	-
- Miscellaneous	200	200	613	(413)
Total Expenses	25,600	22,550	20,216	2,334
Income/Loss	(9,100)	(6,050)	(4,865)	(1,185)

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FSNA Algonquin Valley Branch (ON33)

Balance Sheet

Current assets	as at 2013-12-31	as at 2014-12-31	Comments
Cash - Bank account	\$ 18,569	\$ 1,832	
GIC #7	\$ 15,712	\$ 15,712	Due Jan 2015
GIC #9	\$ 20,075	\$ 20,377	Due Dec 2016
GIC #10	\$ 20,950	\$ 21,260	Due Jun 2015
Equipment	\$ -	\$ 27	sound system - 2014
Total assets	\$ 75,306	\$ 69,809	
Current liabilities			
Accrual - Per Capita owed NO	\$ 3,380	\$ 3,200	
Accrual - Web Page fee	\$ 1,500	\$ -	
Outstanding Cheques	\$ 660	\$ 288	cheque #84
Total liabilities	\$ 5,540	\$ 3,488	
Members' Equity	\$ 69,766	\$ 66,321	