



DRAFT Minutes of the
Annual Meeting of the Algonquin Valley Branch
Held at Royal Canadian Legion in Petawawa
on Thursday, April 13, 2023

Branch Annual Meeting (BAM)

The President, V. Hulley, welcomed everyone to the Algonquin Valley Branch Annual Meeting (BAM) held in-person at the Royal Canadian Legion, Petawawa. Following the formal meeting, M. ter Huurne gave a presentation: "The Way: My Camino in Spain". The President called the BAM to order at 1:12 pm and presented the 2022 - 2023 slate of members of the AVB Executive:

President – Vickie Hulley

Secretary - Ela McDonald

Past-President – Ken McDonald

Membership-Secretary – Mary ter Huurne

Treasurer - Julie Mallory

Director – Nancy Gleason

Director – William Turner

V. Hulley thanked the executive members for their support during 2022 -2023 year.

1. Establish Quorum

The President, V. Hulley, declared that the meeting quorum requirement (2x5 executive members +5) was met with 45 members in attendance.

2. Approval of the Agenda

The President invited additions to the proposed agenda.

Motion 2023 - 01: Moved by N. Gleason and seconded by M. ter Huurne, that the proposed agenda be adopted. **Carried**

3. Approval of 2022 BAM Draft Minutes

The President invited comments on the draft minutes of the last AVB BAM, held on April 13, 2022. No changes to the minutes were proposed.

Motion 2023 - 02: Moved by C. Langlais and seconded by R. Christie, that the draft minutes of the 2022 AVB BAM be approved. **Carried**

4. Business arising from the minutes

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

5. Report

a. President

V. Hulley, remarked that N. Gleason took over Advocacy position and her experience added great value to the executive and to the branch. The following activities were initiated, organized or participated in:

- Petawawa Showcase in April 2022
- Annual Picnic last August was the first in-person event since before the pandemic
- Two in-person workshops were organized: “Your Health” (Nov) and “Computer Fraud and Scam” (Feb)
- AVB reports were submitted in Fall 2022 and Spring 2023 issues of SAGE respectfully
- AVB representative, W. Turner, attended the 2022 Annual Members Meeting

b. Membership

Membership Secretary, M. ter Huurne, presented AVB membership report for 2022– 2023. Membership attrition happens with death, departure from the region, or withdrawal; increases are through transfers and public service retirees from Canadian Armed Forces, Royal Canadian Mounted Police, Judges and Federal Government employees. In summary:

- 1,920 members (down 11 since last year)
- 1,236 memberships
 - 685 double memberships
 - 551 single memberships
- Concerns:
 - 3% of members have no mailing address on file
 - 42% of memberships have no email address on file
- Positive news:
 - New members in 2021 trending up – 89 new members in 2021 compared to 208 new members in previous five (5) year period
- The members live in
 - Deep River (25%)
 - Pembroke (26%)
 - Petawawa (18%)
 - Renfrew (6%)
 - Chalk River, Eganville and unknown (3% each)
 - Ontario and other provinces (17%).

c. Advocacy

N. Gleason stated that an effective advocacy brings awareness to priorities, creates public support and influences public policy.

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- Advocacy Info Night was held on December 1, 2022 at Best Western Hotel in Pembroke. A speaker from the National Office gave a presentation on:
 - Advocacy Wins
 - Advocacy Priorities
 - Importance of Advocacy
- N. Gleason met with Cheryl Gallant MP on December 19, 2022 to discuss:
 - C. Gallant's support for NAFR's Recommendations for the upcoming 2023 federal budget.
 - Commit to long-term care standards and a national senior's strategy
 - Invest in and implement pharmacare
 - Support caregivers
 - Action on equitable outcomes for veterans
 - Resolve Phoenix issues fairly by the end of 2023
 - Improve retirement security

Federal Retirees' recommendations are clear: the 2023 federal budget is the time to improve retirement security and health care for Canadians.

- N. Gleason also met with John Yakabuski MPP on January 25, 2023 to secure commitment in transforming older adult care.
 - 80% of the COVID deaths in the 1st wave occurred in long term care facilities.
 - Older adults are the fastest growing segment of our population
 - A study by CSA Group reported, that by 2030 Ontario will need an additional 199,000 long term beds.

Federal Retirees is advocating for governments at all levels to work together to reform older adult care and implement national standards for long-term and home care as part of a comprehensive national seniors' strategy.

- Upcoming Advocacy Information Night with a presentation by National Association of Federal Retirees (Amy Baldry) is scheduled for May 25, 2023 at Towne Suites Place, 160 Town Centre Blvd, Petawawa, ON.

d. Treasurer

The Treasurer, J. Mallory, reviewed the finances

- Excess funds of \$6,905 were returned to National Office in 2022. These funds had resulted from under spending in 2021.
- Underspending continued in 2022 with operating expenses of \$7,589 versus revenues of \$14,848. The 3-year average spends calculation used to determine the allowable unreserved equity has been updated to include 2018, 2019 & 2022 with indexing factors applied.
- No changes to our Reserved Equity Accounts are being proposed at this time

The Reviewed Financial Statement for the year 2022 showing Earnings of \$353.57 was presented. See **Attachment 1**

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Motion 2023 – 03: by J. Mallory and seconded by Judith Cloutier, that the financial statements for the year 2022 showing a surplus of \$6,905.24 be accepted as presented. **Carried.**

Year 2023 Budget showing a balanced budget with \$15,100 of revenues and expenses was presented.

Motion 2023 – 04: by J. Mallory and seconded by Paul Ballantyne, to accept the balanced budget as presented. **Carried**

J. Mallory reviewed the AVB Reserves Template totalling \$29,500. See **Attachment 2.**

Motion 2023 – 05: by L. Buckley and seconded by B. Mallory, to approve the Reserves Template as presented. **Carried**

J. Mallory thanked D. Raman for reviewing the 2022 Financials of the AVB. His efforts were much appreciated. J. Mallory called for volunteer to review the 2023 financials. D. Raman volunteered and was accepted by acclamation.

e. By-laws

At the Annual Members Meeting in 2022, the Association's Regulations 4.3 and 5.1 were updated. To comply with the new wording of the national regulations, Section 9.6 has been updated while subsections 9.6.1, 9.6.2 and 9.6.3 were reviewed and subsequently removed since there is no longer such a reserve in the by-laws and the reference was removed from the revised Regulation 4.3.

- Proposed amendment to the local By-laws states:

"9.6 Reserve Funds

The Branch may establish and maintain reserve funds in accordance with the Association's Regulations. The Branch board has the authority to create, change, or remove such reserves and must present a report on the status of all branch reserves at each annual general meeting as part of the presentation of the Branch's financial statements."

Motion 2023 – 06: by D. Raman, seconded by P. Wegner to accept updated Algonquin Valley Branch By-laws Section 9.6 as presented. **Carried**

f. Communications

The branch Communications Committee under the direction of Vickie Hulley

- Continued to operate in 2022/2023
- The Committee wrote additional information articles that will be published in the local newspapers in the near future
- Wrote and submitted two inserts to Sage Magazine

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- Provided advertising for: “Your Health” and “Computer Fraud and Scam” workshops
- Helped with the preparation of Petawawa Showcase materials

6. Weighted Voting System

N. Gleason explained that, currently NAFR branches have one vote each. The proposal is to increase number of votes of branches based on membership. The issue is the imbalance with respect to branch and their weight in concert with coalitions.

A weighted voting system is a decision-making procedure in which the participants have varying numbers of votes.

Examples:

- Shareholder elections
- Some legislative bodies
- International Monetary Fund

This issue is under review for the upcoming Ontario District Meeting to consider the democratic imbalance and consider reforms to change the weight and increase the voice of the majority of Branches in decisions that affect NAFR.

Members were asked by N. Gleason the following question: “Are you satisfied the proposed voting model represents your vote as a member of the Association?” The result was pretty much split in the middle.

7. Election of Officers

Paul Ballantyne introduced the proposed slate for the AVB Executive for 2023 - 2024 (with the term of office in parentheses).

Paul Ballantyne called for nominations from the floor for the vacant positions.

President – V. Hulley (1 yr)

Vice-President - VP1 – N. Gleason (1 yr)

VP2 - Vacant (2 yrs)

Past-President – K. McDonald (1 yr)

Secretary – E. McDonald (1 yr)

Treasurer - Julie Mallory (1 yr)

Membership Secretary - Vacant (1 yr)

Directors

M. ter Huurne) (1 yr)

J. Cloutier (2 yrs)

B. Hallett (2 yrs)

Vacant (2 yrs)

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Terms are typically for two years (except the President for one year), with staggered terms so about half of the positions are open each year. During the year the Executive may fill any vacant positions by appointment, to be ratified by the Branch membership as required at the next Branch Annual Meeting.

Motion 2022 – 07: by C. Langlais and seconded by P. Wegner, to accept the proposed AVB Executive for the coming year. **Carried**

8. Vision for the future

The president, V. Hulley, presented a Mission statement and Vision for the National Association of Federal Retirees

Mission: "To significantly improve the quality and security of retirement for our members and all Canadians through advocacy and the provision of services" and

Vision: "All Canadians enjoy dignity and security in retirement."

9. New Business

- Volunteer Help Group – V. Hulley described the need for members to assist the AVB Executive with communications, program development and events
- Volunteers were contacted to staff AVB booth at Petawawa Spring Showcase (April 28 - 30). Thank you for your support.
- Advocacy Help Required
- Program feedback from members
- Survey on AVB Branch website: help us select future topics for Lunch n' Learns sessions
- Branch picnic in August will celebrate the Association's 60th anniversary. Stay tuned for details in the coming months
- Effective September 1, 2023 Ontario will be changing eye exam eligibility for seniors:
 - People aged 65 and older will be covered for one eye exam every 18 months, instead of one a year
 - A handout at the registration desk provides more information

10. Adjournment

Motion 2023 – 08: by P. Wegner and seconded by R. Mallory, to adjourn the BAM. Meeting adjourned at 2:27 pm.

President: Vickie Hulley

Secretary: Ela McDonald

Vickie Hulley

Ela McDonald

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Following the formal meeting, Mary ter Huurne did a presentation entitled "My Camino in Spain", where she walked 800 km in 40 days. Throughout her walk Mary carried a 15 lb knapsack, maintained her stamina in all kinds of weather, encountered hundreds of other pilgrims on her way and with a big smile and determination reached her destination point at the Santiago Cathedral. She has a stamped Pilgrims' Card to prove it. Mary emphasized the fact that there are many Caminos around the world including a few in Canada and encouraged members to pick one, long or short, and to do it at least once. It is a very rewarding experience.



National Association
of Federal Retirees

Association nationale
des retraités fédéraux

ALGONQUIN VALLEY

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Attachment 1

AVB Income Statement

	2021 Actual	2022 Budget	2022 Actual	Proposed 2023 Budget
Revenue				
Fees - National (incl. per capita & CC fees)	\$14,080.03	\$14,100.00	\$14,422.06	\$14,500.00
Fees - Adjustments	\$-60.83	0	-\$129.71	0
Interest	\$466.67	\$500.00	\$555.15	\$600.00
	\$14,485.87	\$14,600.00	\$14,847.50	\$15,100.00
Expenses				
Bank Charges / Returned Cheques	\$48.00	\$100.00	\$60.50	\$100.00
Branch Advocacy Event	0	0	\$1,368.19	\$3,000.00
Branch AGM (excludes food & bev)	\$814.73	\$1,200.00	\$787.89	\$1,000.00
Branch Information Sharing Event (excludes food & bev)	\$2,735.74	\$2,500.00	\$214.14	\$500.00
Branch Meeting Expenses (excludes food & bev)	\$226.00	\$250.00	\$226.00	\$500.00
Branch Recruitment Event (includes food & bev)	\$847.50	\$4,100.00	\$2,962.60	\$3,000.00
Branch Volunteer Support & Engagement	\$327.46	\$100.00	\$318.66	\$500.00
Community Activities/Events	\$525.00	\$1,100.00	\$632.89	\$1,000.00
Member Only Event (includes food & bev)	\$1,625.51	\$1,000.00	\$300.00	\$500.00
Office / Rental	0	0	\$382.78	\$2,000.00
Phone / Internet	\$321.49	\$325.00	\$321.49	\$325.00
Reg/Dist/National Meeting Expenses	0	\$3,700.00	0	\$2,500.00
Stationary / Supplies	\$73.45	\$150.00	\$13.55	\$125.00
Branch Financial Management	0	\$75.00	0	\$50.00
Operating Expenses	\$7,544.88	\$14,600.00	\$7,588.69	\$15,100.00
Miscellaneous (non-operating)	\$32,131.40		\$6,905.24	0
Total Expenses	\$39,676.28	\$14,600.00	\$14,493.93	\$15,100.00
Earnings (Loss)	\$-25,190.41	0	\$353.57	0

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Attachment 1 cont.

AVB Balance Sheet

	2021 Actual	2022 Actual
Assets		
Assets - Chequing	\$17,980.48	\$18,276.70
Assets - Investments	\$29,568.67	\$30,123.82
Assets - Other	\$3,846.83	\$4,059.06
	\$51,395.98	\$52,459.58
Liabilities		
Liabilities - Accounts Payable	\$0.00	\$580.32
Liabilities - Future Year Fees	\$1,254.99	\$1,384.70
	\$1,254.99	\$1,965.02
Net Assets	\$50,140.99	\$50,494.56
Reserved		
Reserved Equity - Advocacy	\$10,000.00	\$10,000.00
Reserved Equity - Equipment	\$4,000.00	\$4,000.00
Reserved Equity - Special Events	\$8,000.00	\$8,000.00
Reserved Equity - Recruitment/Communications	\$4,000.00	\$4,000.00
Reserved Equity - Training/Succession Planning	\$3,500.00	\$3,500.00
	\$29,500.00	\$29,500.00
Unreserved		
Unreserved Equity	\$45,831.40	\$20,640.99
Earnings (Loss)	\$-25,190.41	\$353.57
	\$20,640.99	\$20,994.56
Total Equity	\$50,140.99	\$50,494.56

Current year Equity = prior year Net Assets +/- current year Earnings (Loss)

AVB Reserves Template

Action	Name & Amount	Define (To be used for)	Timeline (To be used when)	Justify Amount	Spending authority
Maintain	Reserved Equity – Advocacy \$10,000	Town halls, all-candidate meetings, etc. during provincial and federal elections.	During upcoming provincial, and federal elections.	To cover the cost of hall rentals \$500, advertising \$500 and other associated costs \$1,500 for each town hall or all-candidate event. Assuming 4 in total within the next 5 years (by 2027).	AVB Executive may spend up to \$10,000 without additional member approval.
Maintain	Reserved Equity – Equipment \$4,000	Computers and sound system equipment for volunteer use.	2023	Estimate of ~\$2,000 each.	AVB Executive may spend up to \$4,000 without additional member approval.
Maintain	Reserved Equity – Special Events \$8,000	40th Anniversary celebration.	2025	Allowance of \$1,000 each for facility rental and entertainment and \$30 per head assuming 200 in attendance.	AVB Executive may spend up to \$8,000 without additional member approval.
Maintain	Reserved Equity- Recruitment/ Communications \$4,000	Specific membership drive or special one-time communication strategies.	2023	The cost to set up and operate a billboard along Hwy 17 near Paquette Rd as a military recruitment initiative.	AVB Executive may spend up to \$4,000 annually without additional member approval.
Maintain	Reserved Equity – Training/ Succession Planning \$3,500	Money reserved for special volunteer training & succession planning activities	2023	To cover the cost of course registration \$1,500, accommodations & meals, travel and per diems \$2,000	AVB Executive may spend up to \$3,500 without additional member approval.