



## MINUTES

Of The

**Regular Board of Directors' Meeting No. D21-04**  
**Held on SEPTEMBER 20, 2021**  
**Via ZOOM Meetings**  
***Presiding: Dave LeGallais, President***

**Directors Present:** **Dave LeGallais (President)**  
**John Scherrer (Secretary)**  
**Cheryl Rines (Treasurer)**  
**Jim Abram (Vice-President)**  
**Ron Coe, Jeanne Chislett (1:40 p.m.)**  
**Ann Overington, Nick Senick**

**Staff Members:** Karie Papillon, Adult Programs Coordinator  
Andrew Bailey, Assistant Programmer

**Town Staff:** Brandie Yorg, Assistant Programmer

**ASA Members:** Jane Snape

**Regrets:** **Carol Hedenberg**

**Minutes Recorded by:** Lydia Schuster, Recording Officer

**Call to order:** A quorum being present, President Dave LeGallais declared the meeting open to transact business at 12:34 hours.

**On motion duly moved, seconded and carried it was resolved that:**

**D21-04-01 Approval of Agenda**

a) Moved by: C.Rines/A.Overington  
**That the Agenda be approved as distributed**  
Dave noted he will have one item under President's Report.

**CARRIED**

**D21-04-02 Approval of the Minutes of Previous Meetings**

a) Moved by R.Coe/N.Senick  
**That the Minutes of the Regular Meeting held August 16, 2021**  
**be approved as distributed.**

**CARRIED**

b) Moved by: C.Rines/N.Senick

**That the Minutes of the Special Board Meeting held September 13, 2021**  
**be approved as distributed.**

**CARRIED**

## D21-04-03 PRESENTATIONS/DELEGATIONS – NIL

### BUSINESS FROM PREVIOUS MEETINGS

#### D21-04-04 a) ASA COVID-19 Liability Waiver & Mandatory Vaccination Policy (Attached)

Dave noted that following the September 13/21 Special Board Meeting, the amendments approved had been referred to legal counsel Kim A. Landoni to be incorporated in the respective documents and the attached Liability Waiver and Mandatory Vaccination Policy are the **amended** Policy and Waiver. Dave further noted that both documents will be posted on the ASA Website and e-flashed to members in advance of the October 4<sup>th</sup> reopening of ASA activities at the Seniors Centre.

Ann Overington noted that upon further review of the respective documents she had questions that need clarification – specifically:

- Schedule A of the Liability Waiver - Maintain Social Distancing: “Use a face covering (non-medical mask)” – Directors clarified this refers to using non N-95 masks.
- Mandatory Vaccination Policy – Background and Current Situation section – *“it is imperative that all attendees and participants of in-person activities or events to be fully vaccinated in order to protect themselves against serious illness from COVID-19 and its variants as well as to provide indirect protection to others.”*

Ann noted the latter phrase implies **full** protection to others, whereas current scientific information states that vaccines **may** provide some protection from infection to others.

Directors noted that the policy had been prepared by legal counsel and the specific phrase did not raise concerns.

Ann also had a concern with the Section: Vaccination Requirement – i.e. *“Participants are required to be fully vaccinated with a COVID-19 vaccine series effective immediately”* noting that fully vaccinated is achieved two weeks after the second vaccine.

John noted that an amendment proposal requires a motion for reconsideration of the decision approved at the September 13<sup>th</sup> Special Board Meeting.

Motion by: A.Overington/N.Senick

**That the Board reconsider the Mandatory Vaccination Policy approved with amendments at the September 13/21 Special Board Meeting.**

A vote on the motion failed on a vote of 6 opposed, 2 in favour.

**MOTION  
DEFEATED**

**b) Update re. purchase, price and installation of storage shed security cameras – Ref. Aug. 16 Brd.Minutes - Min.#D21-03-05 (d)**

In Carol Hedenberg's absence, it was agreed that this item would be deferred for a report at the October 18/21 Board Meeting.

**c) ASA participation in Aurora Culture Days**

Dave reported that at the August 16<sup>th</sup> Board Meeting he had confirmed ASA's participation in Aurora Culture Days on September 25<sup>th</sup> with an information booth – sharing the Aurora Museum tent.

In the interim, concerns had arisen around the Delta Variant, insurance issues and with agreement from Jim Abram and Ann & Don Overington, it was decided to cancel ASA's pop-up event. Dave has since confirmed ASA's decision with Alicia Cherayil. Alicia requested Dave to provide her with upcoming ASA events that will be publicized along with other Aurora Cultural events.

**d) Proposed ASA Open House**

Dave noted that a tentative date of November 20/21 had been reserved for the proposed Open House/membership drive. Given the current Provincial protocols and concerns/unknowns relative to the Delta Variant, Dave proposed that this event be deferred to early in 2022. There being no opposition to the proposed deferral, Karie was requested to cancel the November 20<sup>th</sup> reservation.

John suggested that Membership & Volunteer Committee would best be able to assess the need/viability of proceeding with such an event and would be in the best position to recommend same to the Board.

**e) Update re. Proposed Volunteer Memorial Clock**

Ann provided a verbal status update, noting that she and Carol had visited the Supplier – Generational Design Works in Barrie – and had decided on an appropriate model. The supplier is to provide a mock-up of the inscription on the clock to be ready for presentation at the October 18<sup>th</sup> Board Meeting.

**f) Outstanding Committee Chairs/Memberships**

John noted the following committees that have yet to be fully confirmed:

Social Committee – needs a 3<sup>rd</sup> member and decision regarding the Committee Chair  
Carol Hedenberg is the Board Liaison on the Committee

Community Development Committee – needs decision re. Committee Chair

Dave reported that the current membership consists of:

Dave, Jim (Board Liaison) and Shirley Petrie

Given that there are only 3 Committee members, Andrew will contact Shirley and request that she serve as Committee Chair

Membership & Volunteers Committee – Cttee.Membership

John noted that to date, two committee members are confirmed:

Sylvia Gilchrist as Chair and Carol Hedenberg as Board Liaison

The remaining committee members are still to be confirmed

Finance Committee Membership –Committee Chair Cheryl Rines verbally confirmed the names of the Finance Committee Members: **Nick Senick, Board Liaison Ruth Church, Virginia Bodnar, and Anita Freedland**

**D21-04-05 Seniors Adult Programs Coordinator’s Report – Nil Report**

**D21-04-06 Treasurer’s Financial Reports to August 31, 2021 – Attached**

Chery presented the August statements as reviewed by Finance Committee with no concerns raised.

The financial reports for August 2021, as reviewed by Finance Committee include:

- August Balance Sheet
- August Statement of Operations
- January-August Statement of Operations

There being no questions,

Motion by: C.Rines/J. Scherrer

**That the Treasurer’s reports for the period ending August 31, 2021 be approved.**

**CARRIED**

**D21-04-07 COMMITTEE REPORTS -**

The following committees had **Nil reports**:

- Community Development Committee
- Executive Committee
- Membership & Volunteers Committee
- Operations & Activities Committee
- Social Committee
- Senior Affairs & Grants Committee

**D21-04-08 By-Law Review Committee Report**

Committee Chair John Scherrer provided a verbal update on the Committee’s August 31<sup>st</sup> meeting at which Lydia Schuster, Nick Senick and Carol Hedenberg were present. John reported that the Committee, with Carol’s input, deliberated on the best fit for the proposed Fundraising Committee. By-Law Committee agreed this should not be an ad-hoc committee, and might possibly operate as a sub-committee of Special Events. John will contact Joan Brownlow and Ann Overington of Special Events Committee and Cheryl Rines to arrange another meeting to discuss possible logistics and a specific fundraising mandate.

Motion by: N.Senick/R.Coe

**That the Report of the By-Law Review Committee be received.**

**CARRIED**

**D21-04-09 Finance Committee Report (Attached)**

Board Liaison Nick Senick presented and reviewed the report of the meeting held September 10/21, at which the following matters were addressed:

- **Review of Financial Reports for August 2021**
- **ASA Investments** – Finance Committee recommends that due to the financial instability of PACE, that GIC# 237739 with a Maturity date of March 27, 2022 (original investment \$15,000) be cashed in order to secure the capital, despite the possibility of losing some or all of the accrued interest. The funds would be transferred to the ASA chequing account and possibly combined for reinvestment with another maturing GIC in the New Year.

Motion by: N.Senick/J.Abram

**That the PACE G.I.C. #237739 be cashed in advance of the maturity date. CARRIED**

- **Globe P.O.S. Upgrade** installed August 24/21
- **Revenue and Expenses.** User Fees are the largest for the Association. In 2021, the Town agreed to waive the fees for Q1 and Q2. Since ASA did not have use of the Centre during Q3, it is hoped these fees will also be waived. With limited use of the Centre during the last Quarter of 2021 and possibly the first Quarter in 2022, the Board should consider requesting that the fees be pro-rated to keep our costs down.
- The Committee also addressed the Evergreen Choir expense. Currently, the members are singing on Zoom as they cannot sing in person at the Centre and will not be paying their Choir Fees in December for 2022. Finance Committee recommends that the members pay their Choir Fees for 2022 once they are able to sing on-site at the Centre. Since this could be several months into the year, the Committee recommends that the Fee be pro-rated.
- **Addition of Carole Hayes as Administrative Assistant in the ASA Office.**

Motion by: N.Senick/J.Abram

**That the Report of Finance Committee be received.**

**CARRIED**

**D21-04-10 Special Events Committee Report – Attached**

Ann referred to the committee meeting held September 2nd at which the following matters were addressed:

- Upcoming events:
- Trivia Challenge – September 24/21 – 30 members registered
- “Haunted Places Throughout the World – October 29/21 – with Jennifer Merrick at at cost of \$135.00 (approved)
- Christmas Stories and Christmas Music - November 26, 2021 @ 1:00 pm.  
Performed by The Silver Stars Theatre Group

- December 17/21 – “A Winter Wonderland and Yuletide Favourites” – with Daniel Aonso of Circles Enrichment at a cost of \$135. (approved)
- Christmas in a Box - Boxed dinners are going to be prepared by the Centre; staff and volunteers to give out to registered members in December
- “Tea in the Garden” – March 2022
- Potential 2022 Events

Motion by: J.Scherrer/N.Senick

**That the Report of the Special Events Committee be received.**

**CARRIED**

**D21-04-11 Ad-hoc Committees**

Conduct Review Ad-Hoc Committee - Nil Report  
 Renewal of ASA/Town Operating Agreement – Nil Report  
 2021 Director Elections Nominating Committee – Nil Report

**D21-04-12 Seniors Centre Reopening Committee – Attached**

Committee Co-Chair Dave LeGallais reported that the Committee had met on three occasions since the August 16th Board Meeting – August 19, 25 and September 9<sup>th</sup> - and provided a verbal summary of the Committee’s discussions pertaining to the following matters:

**1. Activities to be introduced in October.**

The following activities were confirmed with respective co-ordinators (all having confirmed their commitment to lead respective activities) to be available for the October 4<sup>th</sup> reopening - to be communicated to members via E-Flash, phone calls and ASA Website:

Art Drop-in -

Bingo -

Knotty Knitters -

Let’s Create -

Library -

Pickleball -

Quilt & Sew -

Movies -

Woodcarving -

Woodshop -

Billiards -

Snooker -

+ Silver Stars Theatre Group who will be meeting to prepare for their production of Christmas Stories and Music (Nov. 26)

## **2. Co-ordinators duties.**

- a) Complete/sign Return to Play form (formerly Standard Operating Procedures)- once per session
- b) Post form on wall during activity
- c) Ensure that participant members read document
- d) Ensure that participant members adhere to protocols
- e) Ensure there is an alternate co-ordinator for activity

## **3. Registration for participation in ASA activities will require:**

- a) COVID-19 Liability Waiver\*
- b) Proof of Vaccination\* (may also require photo ID as Mandatory Vaccinations will be required by Province as of Sept. 22<sup>nd</sup>)
- c) COVID-19 Screening Form\*
- d) Confirmation of active (current) membership
- e) Members will have to preregister by phone or e-mail to participate in an activity

\* (Waiver, Mandatory Vaccination Policy and Screening Form will be posted on ASA Website, with hard copies available for pick-up between front doors at the Seniors Centre)

## **4. Methods for obtaining proof of vaccinations**

## **5. Review of draft Liability Waiver and Mandatory Vaccination Policy**

## **6. Face Shields –**

Moved by: N.Senick/R.Coe

**That the report of the Seniors Centre Reopening Committee be received.**

**CARRIED**

### **D21-04-13 Vice-President's Report – Nil**

### **D21-04-14 President's Report –**

Dave raised the matter as to whether Board Meeting should continue via Zoom. Karie noted that there were no spaces at the Seniors Centre that could accommodate an in-person Board meeting, given current distancing requirements. It was accordingly agreed that Board Meetings would continue via Zoom – until the start of 2022.

### **D21-04-15 NEW BUSINESS**

- a) **October Newsletter** – Dave to provide text for the Board Page

**Adjournment: the meeting was declared adjourned at 14:50 hrs.**

**Next Board Meeting will be held MONDAY, OCTOBER 18, 2021 at 12:30 p.m.**