



MINUTES

Of The

Regular Board of Directors' Meeting No. D21-10
Held on MARCH 21, 2022
Via ZOOM Meetings
Presiding: Dave LeGallais, President

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

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

ASA Members: Jo-Anne Bartholomew, Reopenig Committee Co-Chair

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 12:29 hours.

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

D21-10-01 Approval of Agenda

Moved by: J. Chislett/A.Overington

That the Agenda be approved as distributed

Ann requested the addition of the topic of Donations from Businesses under New Business, and Dave noted tat the AGM agenda should be moved to the Report of the AGM Advisory Committee.

The agenda was approved with those changes.

CARRIED

D21-10-02 Approval of the Minutes of Previous Meetings

a) **Moved** by J. Abram/A.Overington

That the Minutes of the Regular Meeting February 14, 2022 be approved as distributed.

Ann requested a correction to Min. # **D21-09-10** to show that Ellie Rudge was appointed as an additional member of the Special Events Committee – not replacing Judy Davidson, who will continue to serve as a Committee member.

The Minutes of February 14, 2022 were approved with that correction. CARRIED

b) Moved by: N.Senick/A.Overington

That the Minutes of the Special Board Meeting held February 24, 2022 be approved.

CARRIED

BUSINESS FROM PREVIOUS MEETINGS

D21-10-03 a) Update re. installation of storage shed security cameras

Carol Hedenberg reported that the security cameras installation is on Bill Hawke's schedule. More information will follow at the April Board Meeting.

b) ASA Large Projector

Andrew reported that Doug Cooper and Bob Hedenberg advised that there is no need to replace the Large Projector at this time. They would be Ok with repairs if necessary. Bill Hawke had agreed with their assessment as the projector is still functioning. He will retain the RAVE quotes for future reference, but no action is recommended at this time.

Moved by J.Abram/C.Hedenberg

That the status of the large projector be removed from future agendas.

CARRIED

c) Reception Desk Microphone

Karie reported that the microphone has been installed and is proving to be helpful.

d) Update re. Request for one-year extension of Town/ASA Operating Agreement to December 31, 2023

Dave reported that he had received an e-mail from Lisa Warth (March 17) confirming the Town's agreement to the extension. The Town's Legal Department will prepare a formal extension document for signature by ASA and the Town.

e) Confirmation of Directors for 2022-2023 Board Term

Directors confirming their commitment to serve through the 2022-23 Board Term:

Dave LeGallais -	YES
Jim Abam -	YES
John Scherrer -	YES
Cheryl Rines -	NO
Carol Hedenberg -	YES
Jeanne Chislett -	YES
Ron Coe -	YES
Ann Overington	YES
Nick Senick	YES

One Director position will remain vacant to be addressed by the 2022-23 Board.

On behalf of Directors, Jim thanked Cheryl for her invaluable service to the Board and ASA and expressed best wishes for the future.

D21-10-04 Seniors Adult Programs Coordinator's Report – Attached

Karie reviewed the topics covered in her report:

- a) Seniors Active Living Fair – Virtual Event, March 23, 2022
- b) OACAO Volunteer Appreciation Event – Monday, April 25, 2022 – requires pre-registration.
- c) Town of Aurora Mask Mandates for Staff and daily screening continuing until at least March 31/22

Motion by: C. Hedenberg/J.Chislett

That the Seniors Centre Program Coordinator's Report be received. CARRIED

D21-10-05 Treasurer's Financial Reports to February 28, 2022 – Attached

a) Cheryl presented the February 2022 statements noting that the Finance Committee had reviewed same at their reports at their March 11th meeting.

The reports for February 2022, include:

- February Balance Sheet
- February Statement of Operations
- January-February Statement of Operations

There being no questions,

Motion by: C.Rines/C. Hedenberg

That the Treasurer's Financial Reports for the period ending February 28, 2022 be approved.

CARRIED

D21-10-06 COMMITTEE REPORTS -

The following committees had **Nil reports**:

- Community Development Committee
- Executive Committee
- Fundraising Committee -
- Operations and Activities Committee
- Social Committee

D21-10-07 BY-LAW REVIEW COMMITTEE – ATTACHED

John presented and reviewed the By-Law Committee Report noting that the committee had met on March 7th to review By-laws **3.02.01, 3.02.05 & 1.11.06**.

The By-law Committee **recommends approval of amendments to those By-laws as follows:**

a) In accordance with By-law 3.02.07 **dissolve the Executive Committee** as a **Standing Committee** removing it from By-law 3.02.01 and remove “the President shall be the chair of the Executive Committee from 3.02.05

b) **Replace Section 1.11.06 of By-Law #1 with:**

1.11.06 Executive Meetings

Meetings of the Executive Officer may be called by any member of the Executive with not less than 24 hours’ notice giving the Date, Time and purpose of the meeting. Any recommendations or actions by the Executive must be agreed to by a majority of the Officers. Additionally, the Officers shall meet when required to address an urgent matter that cannot be delayed or deferred to a full Board meeting.

Moved by: J.Scherrer/N.Senick

That the recommendations of By-Law Committee as set out above be approved and the Committee’s Report be received. CARRIED

D21-10-08 FINANCE COMMITTEE – Attached

Nick Senick presented and reviewed the report of the Committee meeting held March 11, 2022:

a) **Review of Financial Reports for February 2022**

b) **BDO Update** - For 2021, BDO will only prepare The Association’s CRA Charity tax returns. Cheryl notified Andrea Nauss our contact at BDO via email, to let her know.

c) **Investments –**

BMO GIC #57 with a value of \$50,275. matured on March 5. After researching best interest rates, Finance Committee agreed to reinvest the funds and purchase a GIC from Meridian for \$55,000. for an 18-month term at 2.10% interest.

ASA also has a Meridian GIC valued at over \$86,000. maturing in May of this year.

Moved by: J. Scherrer/J.Abram

That the Finance Committee Report be approved.

CARRIED

D21-10-09 Membership & Volunteers Committee – Attached

Carol referenced the Membership Statistics report dated March 8th which showed 568 membership renewals for the 2022 membership year. Carol provided a verbal update, noting that as of March 21, there are 621 active members of which 72% are resident members and 27.1% are non-resident.

Moved by: J.Scherrer/A.Overington

That the Report of Membership & Volunteers Committee be received. CARRIED

D21-10-10 Seniors Affairs and Grants Committee –Verbal

Jim Abram commented on the importance of communicating with all levels of Government (a responsibility of the Seniors Affairs Committee) to ensure that Seniors’ issues are consistently communicated at every opportunity.

Jim further noted the diligence and commitment of Directors, volunteers and staff in developing protocols that have helped maintain members' safety during the 2-year pandemic restrictions.

Moved by: C.Hedenberg/R.Coe

That the verbal report of Seniors Affairs & Grants Committee be received.

CARRIED

D21-10-11 Special Events Committee – Attached

Ann Overington presented the report of the Committee meeting held March 3/22. Ann noted the report details all the topics discussed, and highlighted the following:

- Proposed “Hoedown” event in July – the Mayor and ASA President to be invited.

Motion by: C.Hedenberg/C.Rines

That the Report of Special Events Committee be received.

CARRIED

D21-10-12 Ad-hoc Committees

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

D21-10-13 AGM Advisory Committee -

Dave reported that the Committee had met on February 24th and discussed the logistics for the June 8th Annual General Meeting:

- The AGM will be conducted as a hybrid model – in-person and via Zoom
- Minimum attendance requirement is 50 – including Board Members
- Pre-registration will be required for Zoom participants – so active member status can be confirmed prior to the meeting.
- Andrew, Bill Hawke, Doug Cooper and Bob Hedenberg will work out logistics of virtual attendance/voting.
- Voting will be by show of hands.
- A trial run will be conducted one week prior to the June 8th meeting.
- The agenda for the meeting has been drafted and will be published in the May Newsletter.
- The AGM Advisory Committee will meet again on April 7th.

Moved by: J.Chislett/N.Senick

That the verbal Report of the AGM Advisory Committee be received. CARRIED

D21-10-14 Reopening Committee Report – Attached

Jo-Anne Bartholomew, Committee Co-chair reviewed the decisions/recommendations from the committee meeting held March 15/22:

Jo-Anne addressed the three recommendations from the Committee, noting that the recommendation to increase capacity to 100% had unanimous approval, and that the Vaccination/Waiver and Mask mandates had not had unanimous support.

Jo-Anne suggested the Committee's recommendations be voted on separately.

1. Increasing Capacity to 100%

Reopening Committee recommends increasing capacity to 100% effective April 4, 2022

Motion by: C.Hedenberg/J.Chislett

That the Board approve the recommendation of Reopening Committee to increase ASA Activities capacity to 100% effective April 4, 2022. CARRIED

Removing capacity limits will also remove the need for members to pre-register for in-person participation in ASA activities.

Also, as the Town has transitioned to passive screening (screening questions are posted prominently) active screening for ASA members will no longer be required.

2. ASA Vaccination/Waiver Mandates

Reopening Committee recommends extending the Vaccination and Waiver Mandates for ASA members through April, to be reviewed prior to the month end.

Motion by: C.Hedenberg/J.Chislett

That the Board approve the recommendation of Reopening Committee to extend the Vaccination and Waiver Mandates for ASA members through April, to be reviewed prior to the month end.

Jo-Anne noted that the Committee had engaged in considerable discussion leading to this recommendation and that another survey was to be issued to guide the Committee in deliberations beyond April.

Directors noted that the Province had ceased the requirement to show vaccination passports as of March 1 and that Town programs will not require participants to provide proof of vaccination.

Carol noted that ASA had consistently opted to ensure the safety of members and had proceeded more cautiously when reintroducing activities. She also reported that a survey of Reception Volunteers had provided responses to the following:

15 of 20 volunteers had responded to:

<u>Question</u>	<u>Yes</u>	<u>No</u>
a) Do you think we should continue (at least until the end of April) our current requirement that masks be worn for everything except active exercise?	9	5
b) Will you feel more comfortable volunteering on Reception if everyone is still required to wear a mask until at least the end of April?	10	4

c) Do you feel that we should continue to require that everyone be at least double vaccinated?

12 3

Directors engaged in a discussion noting that

- 98% of ASA members are vaccinated
- The reception area has plexiglass barriers + microphone to facilitate communication
- As of March 31st, anyone coming to the Seniors Centre does not have to show proof of vaccination
- The proposed survey has not been defined
- The GWSA had ceased the vaccination and masking requirements effective March 21

**A vote on the motion resulted in 2 in favour, 6 opposed and the motion was
DEFEATED**

3. Mask Mandates

The Committee also recommends extending the mask mandates through the month of April, to be reviewed prior to month end.

Motion by: C. Hedenberg/J.Chislett

That the Board approve the recommendation of Reopening Committee to extend the mask mandate through the month of April, to be reviewed prior to month end.

Directors again engaged in a lengthy discussion noting that:

- The Town will not require visitors to the Seniors Centre to wear masks
- Town staff will be required to wear masks until March 31
- ASA does not have authority to require Town Program participants to wear masks
- Provincial directive is that masks are optional as of March 21
- Most ASA members have had the third vaccination

A vote on the motion resulted in 3 in favour, 5 opposed – MOTION DEFEATED

New motion by: J. Scherrer/N. Senick

That the Board approve lifting the Vaccination, Waiver and Masks mandates as of March 31, and encourage members to maintain safe health practices and respect individual choices.

**A vote on the above motion resulted in 6 in favour, 3 opposed –
MOTION CARRIED**

An E-Flash is to be issued to communicate the above decisions and to be included in the April Newsletter..

Motion by: C.Hedenberg/J. Scherrer

That the Report of the Seniors Centre Reopening Committee be received.

CARRIED

D21-10-15 Vice-President's Report – Nil

D21-10-16 President's Report – Nil

D21-10-17 NEW BUSINESS

a) **April Newsletter Board Page** – Dave to provide text

b) **First Quarter User Fees to Town (Jan.-March 2022)**

Dave noted that User Fees to the Town will be due at the end of March and that ASA should propose an appropriate percentage based on the use of the Seniors Centre. He noted that with the closure of the Centre from the start of the year until mid February and reduced use (capacity and centre space) his estimate is that the first quarter fees be calculated at 40%.

Cheryl noted that the 4th quarter fees for 2021 had been calculated at 30% and proposed that the same percentage would be reasonable for the first quarter of 2022.

Motion by: J. Scherrer/J.Abram

That the Board propose that the 2022 First Quarter Fees to the Town be calculated at 30%.

CARRIED

c) **Donations from Businesses**

Ann requested clarification on behalf of Special Events Committee regarding donations from businesses as there was no clear policy in the Directors' Manual.

A general discussion arose and **directors agreed the matter should be referred to the By-Law Review Committee to draft an appropriate policy.**

D21-10-18 Adjournment: the meeting was declared adjourned at 14:35 hrs.

Next Board Meeting will be MONDAY, APRIL 18, 2022 at 12:30 p.m.