



document to clean it up. Julia explained that this document is a Guideline (Courtesy document) for committees utilizing the kitchen which details what is required when using the kitchen. The document was sent to Carol and Sonia to review.

Action: Julia to obtain any update/changes to the document and present for information at the February Board meeting

- b) Mandates Sub-Committee Update – Theresa McKenzie shared at the last committee meeting that all seven (7) mandates were reviewed. Six (6) of the seven were declared final. By-Law was pending final sign off with the minor adjustments to the education of board members on ONCA and ASA By-Laws. Message from John Scherrer stated that he did not recognize the document and did not agree. Jim Abram shared that the By-Law meeting that Theresa presented the mandate at went well. No response from Nick Senick on John’s email. Jim endorsed the By-Law Mandate as it covered all the changes requested (remove CRA and put with Treasurers). There is a draft of the IT Committee Mandate. Glen Sharp gave this to Doug Cooper to see if he would be interested in being the Chair. Doug to get back to Glen.

Action: Next steps are to post to the website, communicate to chairs all mandates and share with their committee members, Glen Sharp to include in the upcoming newsletter and will meet again to close on the IT Mandate Committee.

Motion: To approve all seven (7) mandates as written.

Moved by: Jim Abram

Second by: Vern Cunningham

CARRIED

NOTES:

- Glen Sharp shared that he used the Special Events Mandate to explain to a committee member for what the committee is responsible for.
- Addition of the following statement to be added to the Chair manuals, *“It is the responsibility of the Committee Chair to ensure the mandate remains relevant.”*
- If a committee feels adjustments are needed to their mandate, they are required to come to the board with specific edits, the board will review and adjust as needed.

- c) Cairitech update – Glen Sharp shared with the board that the Cairitech agreement has been signed by the ASA board President and is pending a returned executed copy. Once received a copy will be put in the director's manual and on file.

Theresa shared that Frank from Cairitech met with herself, Ruth, Carol and Bob to put the software required on the equipment. Doug Cooper came to meet with Rob Gaby and Shirley Dionne prior to the board meeting to update their computers.

- d) Christmas Lunches – Glen Sharp shared that we received formal and informal positive feedback. See thank you note from Lynette. Glen feels with this great feedback that finance will approve again in 2026 – pending budget request later in the year. Rob Gaby received positive feedback as well.



Moved by: Nancy Spinks

Second by: Julia Jackson

CARRIED

Coin Jar will be discontinued. Fit for You document was shared. It was agreed that due to three (3) missing "Fit for You" documents were not yet complete (Special Events, Membership & Volunteers and By-Law). The team is aiming for a February review and approval of these documents and will be posted to the website once all are approved.

Motion: To approve the Fundraising report

Moved by: Nancy Spinks

Second by: Theresa McKenzie

CARRIED

D25-08-08-d: Membership & Volunteers - Board Liaison **Theresa McKenzie** reviewed the following:

No meeting due to snowstorm - No Report

Next meeting focus will be on the Volunteer Appreciation Event.

D25-08-08-e: Operations and Activities - Board Liaison **Julia Jackson** reviewed the following:

Scott Ryckman came as a guest with questions on Snooker that he took over from Dave Legallais.

Ann Zhang and Steve Parrote are stepping down from the Dance Committee and Les Palenik will take over on an interim basis.

White Board at reception is to be replaced. Under \$500 threshold, the Board gave thumbs up and Andrew will order.

Julia reminded the board of the celebrations for the centre turning 20 – On January 21, beginning at 1:00 p.m., a 20-year celebration will be held in the West McKenzie Room. Mayor Mrakas and former mayor Tim Jones will give opening remarks. All other afternoon activities will be cancelled. Suggestion was made that Charles and Lydia be the cake cutters.

Small lathe purchase did not happen as planned. Don Overrington has priced out the new cost, and it is \$113.00 more than the previous approval

Motion: To approve the increase of \$113.00 for a total spend of \$654.27 for a new small lathe

Moved by: Julia Jackson

Second by: Theresa McKenzie

CARRIED

Motion: To approve the Operations and Activities report

Moved by: Julia Jackson

Second by: Rob Gaby

CARRIED

D25-08-08-f: Senior Affairs, Grants & Donations - Board Liaison **Jim Abram** reviewed the following:

Jim shared that there is an addition of two new voting members, Rob Gaby and Anton Coetzee.

Motion: To approve the Rob Gaby and Anton Coetzee as voting members of the SAGD committee

Moved by: Jim Abram

Second by: Theresa McKenzie

CARRIED

Mandate was reviewed and accepted. Committee members are to reach out to members to get new committee members. No actions on grants at present. Donations were deferred to February pending budget dollars.

Jim shared about the new "Town Community Reflection Space". The new reflection space is not meant as a scheduled space, it will however entertain mainly evening events and raising of flags. Although this is not SAGD responsibility Jim wanted to share his concern about this change. Glen Sharp asked Adrian Wong to share what he knows about this project and how it will impact the seniors centre. Adrian



shared that Karie brought him up to speed on this item prior to her leaving and shared the ASA concerns around parking and how it will affect the centre during construction. The project includes a parking lot reno (north/south) which will change accessibility, not having enough spaces, excavating to change the space including lighting. This is a large project and will be a positive impact for the senior's centre. Nancy asked about the disruption of this change. Adrian shared that this is a 2026 project, and he expected it to take place in the summer months. He will keep the board up dated on schedule dates as soon as he is given them.

Motion: To approve the Senior Affairs, Grants & Donations report

Moved by: Jim Abram

Second by: Nancy Spinks

CARRIED

D25-08-08-g: Special Events – Board Liaison Rob Gaby reviewed the following:

Summary as follows: December 6, 2025 - Tony the Entertainer, after revenue and expenses; there was a net profit of \$ 99.87; January 24, 2026 - Scott Dietrich (magician); February 13, 2026 - George St. Kitts; March 27, 2026 – The Coyotes ; April 2026 – no event (garage sale); May 2026 – Trivia Night; June 2026 – no event; July 17, 2026 – Pacemakers Dance; August 19, 2026 - Ice Cream Social; possible fashion show for the fall and September – no event. Approval for The Coyotes \$550 approved with the acceptance of the report.

Motion: To approve the Special Events report

Moved by: Rob Gaby

Second by: Theresa McKenzie

CARRIED

D25-08-09: Ad-hoc Committees

a) Nominations & Elections - Active

Vern

Vern Cuningham shared all the updated documents for the 2026 election including structure and timing. In February the committee will share the Nominee Handbook and request budget approval for the All-Candidate meeting. The Election Committee Guidelines will be sent to By-Law for review and comments due to re-write by committee members. The addition of the word advance on the April 15th date on the newsletter and poster. The advance voting poll on April 15th directly after the All-Candidates meeting was discussed. It was decided that two (2) tables of 2 would work best with the possibility of 100 members in attendance like previous year. Addition to the volunteer's schedule to be completed by Shirley Dionne. Addition to the Nominee Form to clearly label AGCO as Alcohol and Gaming Commission of Ontario to be updated also by Shirley Dionne. A discussion moving to a 2-year cycle of board members. After a short discussion it was decided that this could be brought forward to the new board to look at. Ballot change was discussed and Jim Abram shared the description of the voting ballot used at the ASA. It was decided that no change to the ballots would be done – leave as is.

Action: Shirley Dionne to send the following two (2) 01-Election Committee Guidelines-ORG and 01-Election Committee Guidelines NEW to the By-Law Committee members for review and comments.



Motion: To approve the Election Committee document package except for the following two (2) documents. 01-Election Committee Guidelines-ORG and 01-Election Committee Guidelines NEW (re-write for clarity) that will be reviewed by By-Law for comments.

Moved by: Vern Cunningham

Second by: Julia Jackson

CARRIED

b) Conduct Review – Non-Active

c) Future Space – Active – No Meeting

Rob

D25-08-10: Secretary’s Report - Verbal

Rob shared that if Board Meetings fall on a statutory holiday, it will be moved to the next Monday, and the executive meetings would be moved to the Tuesday after the holiday

D25-08-11: President’s Report – Verbal

The President provided the following updates:

Glen Sharp thanked the board members for a smooth meeting and clear reporting.

D25-08-13: NEW BUSINESS

D25-08-13a: Newsletter Board Page

Glen to submit February newsletter submission to Brandie by January 26, 2025, at 9 am

D25-08-14: ADJOURNMENT

The Regular Board meeting of January 19, 2026, was declared adjourned at 1450 hours.

Moved by: Glen

Second by: Rob Gaby

CARRIED

Next Board Meeting will be **Monday, February 23, 2026**, at the Town Hall in the Leksand Room.