

 National Association of Federal Retirees Association nationale des retraités fédéraux WINNIPEG & DISTRICT	National Association of Federal Retirees Winnipeg & District Branch National Website: www.federalretirees.ca Branch Website: www.federalretirees.ca/en/Branches/Manitoba/Winnipeg-and-District Branch E-mail: nafrwpg@mymts.net Branch Mailing Address: 526-3336 Portage Avenue Winnipeg, MB R3K 2H9 Phone: 204-989-2061
ANNUAL GENERAL MEETING: April 14, 2021 Via Zoom	

<u>MINUTES</u>
Present: Ceci O’Flaherty, Lionel Guerard, Pam Proctor, Donna Dobson, Barb Higham, Tom Higham, Paula Nygaard, Naomi Ashton, Gwen Schentag, Cynthia Foreman
Attendees: 37
Meeting was called to order at 1:05 p.m.
1. Approval of Agenda: • <i>Motion to approve agenda by Paula Nygaard and seconded by Don Paulus. Carried</i>
2. Introduction of “first-time attendees”: • First time attendees were welcomed. • A moment of silence was held for all loved ones no longer with us.
3. Review of Minutes from the November 19, 2019 General Meeting: • <i>Motion to approve minutes as presented was made by Gwen Schentag and seconded by Barb Higham. Carried</i> • Paula Nygaard outlined general information regarding the zoom meeting, how to vote using the reaction buttons, and to enter questions into the chat function.

4. President's Report – Ceci O'Flaherty

I want to again thank you for participating. This has been an extremely challenging year for everyone personally with all of our plans, gatherings with families, trips to near and far destinations being impacted. The hardest for me is not being able to visit freely with my family in Kenora and not marking traditional celebrations with my 97-year-old mother and my siblings/nieces/nephews. Fortunately for me, my children have both moved back into my house for a while so I went from total isolation to a hopping household. This has also been true for your board members. It has been a very challenging year with no face-to-face meetings, no interaction with you, our members, no lunches, etc. It has been very hard to stay engaged. Earlier in 2021 the National Office recommended that we continue with virtual meetings until at least June of this year but with the 3rd wave hitting with a vengeance, my expectation is that will continue. I personally can't wait until we can all safely meet again. I miss human contact.

Later in the meeting we will have elections to fill several seats on the board of directors. At this time, I would like to formally recognize our board members that are/have stepped down. In the future, when we can meet in person, we will thank them more formally.

Nikki Compton left the board in April 2020 when her term expired. Nikki was a key member of the Board of Directors for many years and was instrumental in establishing and organizing the Speaker Series/Events Committee.

Barb and Tom Higham and Pam Proctor are not standing for re-election and therefore will be stepping down following the election of the new Board. Barb has fulfilled many roles on the Board including Director at Large, Vice-President and Director, Speaker Series and Events Committee. Barb developed a training/resource package for new/existing board members. This document has been used as a best practice and shared with other branches across the country. Tom was the Director/Equipment and supported all of our meetings, special events, outreach, recruitment initiatives and many more always ensuring that the equipment was set up in advance and in good working order. Tom also took the lead on researching and ordering the majority of our promotional materials and has graciously allowed us to take over a portion of his basement.

Pam has been our Treasurer for about 7 years. Even though her term expired in April 2020, she agreed to stay on for an extra year to help us through while we couldn't have elections for replacements. Pam has been instrumental in ensuring that our Branch stay compliant with the Not for Profit Act by establishing the proper reserves and making sure that they were all used appropriately. It is thanks to Pam and her predecessors that our Branch is as financially secure as we are.

Since the last meeting in 2019 we have also had resignations from two other board members, Patrick Cappello and Janine Wilson. Thank you both for sharing your expertise and knowledge and for serving on the board.

I hope that everyone who is able to and comfortable with the Covid 19 vaccine is signing up and getting in line for the first available appointment. Because I have a bit of flexibility, I chose to

book an appointment in Morden because I could get an appointment almost 2 weeks sooner than I could get in Winnipeg. I hope the snow stops and tomorrow turns out to be a good day for a drive.

Here is a brief recap of the year 2020 in review:

- Cancelled the in-person AGM in April as well as the two General meetings scheduled for September and November
- Cancelled the golf tournament and postponed our planned MB 150 celebration
- Some successes
 - Annual Meeting of Members was postponed from June and held virtually in December 2020. The meeting was quite successful with presidents voting virtually. It went very smoothly. One of the significant things for our branch that came out of the AMM is that Connie Kehler was elected to replace Cynthia Foreman on the National Board of Directors. This means that our Branch is looking for someone with website and social media skill to replace Connie
 - The other positive accomplishment was we put in the ability to meet virtually through Zoom. This is not my preferred method of communication or to hold meetings but it is better than nothing.
- 2021
 - Early in the year we put out a newsletter and are hoping for one more before the summer
 - Reach 338 – initiative to reach out to all 338 members of parliament across the country. Our branch has been very active this year with this initiative but I will let Cynthia Foreman as our Advocacy officer tell you more about our accomplishments here.
 - Virtual Speaker Series in February 2021. Barb Higham and her team were instrumental in offering a virtual speaker series. As you can see from the Committee Report, overall the session on Older Canadians and the Pandemic was well received but unfortunately, the participation rate was not very high. We will continue to explore options for presenting virtually in the future.
 - Golf tournament was tentatively scheduled for August 13 but has again been postponed
 - AMM will again be held virtually and is scheduled for June 17 and 29

Looking to the future

- Hoping to be able to host face to face meetings
- Organize a recruitment drive/member celebration for Manitoba 150
- Golf tournament

PSHCP

The information in SAGE was incorrect. The correct information is as follows and will be posted on our website.

Retired member monthly contribution rates: supplementary coverage

Single Rate 2020				Single Rate 2021		
Type of Coverage	EHP	HP	Total	EHP	HP	Total
Hospital Level I	\$59.68	\$0.00	\$59.68	\$62.36	\$0.00	\$62.36
Hospital Level II	\$59.68	\$8.40	\$68.08	\$62.36	\$8.40	\$70.76
Hospital Level III	\$59.68	\$23.22	\$82.90	\$62.36	\$23.22	\$85.58
Family Rate 2020				Family Rate 2021		
Type of Coverage	EHP	HP	Total	EHP	HP	Total
Hospital Level I	\$122.05	\$0.00	\$122.05	\$126.43	\$0.00	\$126.43
Hospital Level II	\$122.05	\$12.14	\$134.19	\$126.43	\$12.14	\$138.57
Hospital Level III	\$122.05	\$29.37	\$151.42	\$126.43	\$29.37	\$155.80

5. New Business:

Financial Statements – Pam Proctor, Treasurer

- Copies of the financial report were sent to each participant and are available on the website. Before reviewing the statements Pam answered a couple questions received by email prior to the meeting: 1. Does NAFR pay any insurance? Either for equipment or meetings? National Office has comprehensive insurance coverage that includes all branches as well. Certain equipment, for example, our cell phone we pay for coverage. 2. In regards to the Financial Statement Earnings/Losses, what are the miscellaneous expenses related to the \$10K in 2019 and \$5K in 2020? These are for Defense of Benefits contributions to National Office. A motion was passed in 2019 to contribute these monies to the Defense of Benefits fund as these activities take place at the national level. They are listed as miscellaneous expenses on the statement as there is nowhere else to capture the information. 3. In regards to the financial

statement earnings/loss, what are the two amounts respectively for phone and for internet for the year 2019 (\$1,136.91) and for 2020 (\$1,448.40)? These are for the cell phone used by the membership director to answer calls from the membership and the internet costs to host our website. Pam reviewed the Reserves Motion Template:

BRANCH Winnipeg & District

For the year ending _December 31, 2020

Name & Amount	Define (To be used for)	Timeline (To be used when)	Justify Amount	Use/Transfer authority
Defense of Benefits Remove 30,000 in equal amounts of \$15,000 per year over a period of 2 years (2022 to 2023)	DOB occurs at the National Level	Over 2 years	Branch cash requirements require spacing out of remittance	Branch Board
Equipment 15,000	Replace existing audio-visual equipment	Within 18 months	Rental required for future townhalls.	Branch Board
Other 8,000	Post-COVID BOD Retreat for the board to develop an operational plan based on the National Strategic Plan and put it into practice with concrete objectives.	Within 2 years	Going forward after pandemic.	Branch Board
Advocacy New, establish at 10,000	Local Advocacy	Within 2 years	Townhalls for both Provincial and Federal elections	Branch Board

Communications/Recruitment New, establish at 15,000	Newspaper and radio campaigns to recoup membership post-COVID	Within 2 years	Loss of membership due to COVID	Branch Board
Special Events Increase from 7,000 to 20,000	Manitoba 150 & Branch 55 Anniversaries	Within 2 years	Manitoba 150 postponed due to COVID, Branch 55 in 2022	Branch Board

Withdrawals from the Defense of Benefits reserve may be made only to support initiatives to promote or protect significant pension or health benefits. It is the view of your board of directors, as well as National Office, that it is at the national office where the bulk of the advocacy efforts take place on our behalf. Our Defence of Benefits reserve fund currently stands at \$30,000 (after the 2021 donation of \$5,000). The BOD has reviewed the existing reserve structure and is proposing the changes detailed on the Reserve Motion Template. Reserves are required to be non-recurring and non-operational. The intent is to use them within the next 2-3 years for the purposes indicated. Questions: Andy Tekauz wondered what was the plan for a Manitoba 150 celebration. We had planned an evening at Celebrations Dinner Theatre. The event would be subsidized for members and used as a recruitment event as well (Bring a friend!). We were just about to advertise when the pandemic shut everything down. We will be looking at hosting a similar event once we are safely able to. Andy agreed it would be a good way to bring members back to the association. Jim Penziwol noted that a paragraph in retirement letters at CRA outlining our association has been removed. Ceci O'Flaherty confirmed that these types of advertising have been removed at the request of Treasury Board who do not want to be seen as giving us preferential treatment over other seniors' associations. This also includes mailers in cheque stubs and participation in retirement seminars. NAFR recently hosted a pre-retirement seminar so we are finding ways of participating in different ways and getting our message out there. Pat Jarrett wondered if the Defense of Benefits funds would be liquidated after the next two years. Yes, it will. **Pam Proctor moved that the Reserves Motion Template be approved. Jim Penziwol seconded. Carried.**

- After a review of the 2019 Financial Statements, **Pam Proctor moved that the 2019 financial statements of the National Association of Federal Retirees (the Association) Winnipeg and District Branch, as reviewed by the Audit Review Committee, and showing a loss of (\$4,080.48) be accepted. Jim Penziwol seconded. Carried.**

- After a review of the 2020 Financial Statements, **Pam Proctor moved that the 2020 financial statements of the National Association of Federal Retirees (the Association) Winnipeg & District Branch, as reviewed by the Audit Review Committee, and showing earnings of (\$35,412.11) be accepted. Gwen Shentag seconded. Carried**
- We reviewed the draft budget for 2021. We are only allowed to keep one year operating revenue in reserve. Membership fees are down due to a loss of members over the past year, hopefully things will increase once we are able to move about freely again. Questions: Are we billed for Zoom licenses? Yes, we chose the zoom license that will allow us the greatest flexibility for meetings and speakers series. National Office is looking at ways of dividing the overall zoom costs equitably. These costs will be captured under branch meeting expenses. Where do we capture audit expenses? We are not audited, we have an audit review committee that choose random transactions and reports to confirm we are following proper accounting procedures. National Office is fully audited yearly, including branch accounts, so an audit review committee is sufficient for our needs. **Pam Proctor moved that the 2021 draft budget be approved. Andy Tekauz seconded. Carried**

6. Reports:

Branch Services Coordinator (BSC): Paula Nygaard

- Recently appointed BSC for Manitoba and Saskatchewan.
- Main focus as BSC is to provide learning opportunities to branches. Unfortunately, that is difficult during the pandemic so they have been put on hold. Should a branch require assistance, Paula is available to help.

Advocacy Program Officer – Cynthia Foreman

- Appointed in January to National Advocacy Program Officer for Manitoba
- There are 14 MPs in Manitoba. Cynthia has been working with the Presidents to meet with each MP. From January to March they have met with 12 and have been discussing topics such as Pharmacare, long-term care, and Veteran's issues. There are still two to meet. Follow-up letters will be going out soon. In Winnipeg, we have met with eight of the nine MPs, Brandon there are two, Pinawa has two and we are planning on meeting with the Portage MP soon.
- Continues to sit on the national committee so we are able to receive first-hand information.

7. Elections:

- The board nominates Denise Galbraith as Director at Large. Hearing no other nominations, she is elected by acclamation.
- The board nominates Paula Nygaard as Director, Golf and Miscellaneous. Hearing no other nominations, she is elected by acclamation.
- The board nominates Cynthia Foreman as Director, Advocacy. Hearing no other nominations, she is elected by acclamation.
- The board nominates Donna Dobson as Secretary. Hearing no other nominations, she is elected by acclamation.

- The board nominates Gwen Schentag as Treasurer. Hearing no other nominations, she is elected by acclimation.
- The board nominates Lionel Guerard as Vice-President. Hearing no other nominations, he is elected by acclimation.
- The board nominates Ceci O’Flaherty as President. Hearing no other nominations, she is elected by acclimation.
- Board terms will run until April 2024.
- We are still looking for board members for Social media/website, Equipment, and Speakers Series.

Motion to Adjourn the Meeting at 2:05 by Gwen Schentag, seconded by Dixie Lee Voll. Carried

Next Meetings

General Meeting Tuesday, September 21, 2021

General Meeting Tuesday, November 23, 2021

We will meet virtually if we are not able to meet face-to-face

SIGNATURES:

Original Signed by:

Donna Dobson, Secretary

Date

Original Signed by:

Ceci O’Flaherty, President

Date