



Town of Fort Frances
**Sister Betty Kennedy Centre Board of
Management Meeting**

February 18, 2021 @ 2:30 PM
Committee Room & Virtual
Microsoft Teams meeting

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Page

1. **CALL TO ORDER**

1.1 Call for Nomination of Chairperson

1.2 Call for Nominations of Vice-Chairperson

2. **Disclosure of Pecuniary Interest:**

3. **Approval of Agenda**

4. **Approval of Previous Minutes**

4.1 Dec 15, 2020 Minutes

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5. **Delegations / Deputations**

6. **Manager's Report**

6.1 Managers Report Feb 18, 2021

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7. **Past Business**

7.1 Board of Management - Lisa Slomke will speak to the Board on this topic

7.2 Sound Proofing - Has been moved to the Capital Budget process and subsequently approved.

7.3 Building Expansion - is part of the 2021 Capital Budget conditional on grants

8. New Business

8.1 Wellness program for Seniors at home

9. Information / Correspondence

10. ADJOURNMENT / NEXT MEETING DATE

Town of Fort Frances Seniors/Sister Kennedy Centre

December 15, 2020 Meeting Minutes

Town Hall Committee Room and Virtual

Present: Wendy Brunetta, Chairperson, John Reader, Wayne Allen, John McTaggart, Cindy Noble (Manager), Debbie McTaggart (online), Aaron Bisson (@3:14 PM online), Cynthia Donald was unable to connect online.

The meeting was called to order at 2:30 PM.

- W Allen – J McTaggart – That the agenda be approved as printed. Carried
- D McTaggart – W Allen – That the minutes be approved as circulated. Carried
- Managers' report – There are presently 3 Tia Chi and 2 Yoga classes in order to keep the class numbers under 10 per class. Bingo is underway each Friday in the auditorium at the Memorial Sports Centre. The Work Shop is presently open every third day. There was no deposit made in the last month.
- W Allen – J Reader – That the managers' report be received as presented. Carried
- W Allen – J Reader – That the bill payments as reported be received. Carried

8.1 – Board of Management – In the New Year ask to have the Clerk speak to the board about the definition of "Board of Management".

8.2 – Sound proofing – This item is being deferred pending more information. This needs to be moved to the 2021 capital budget.

8.3 – Building expansion – A letter needs to be sent to Town Council seeking expansion opportunities. A Bisson will advance this through the Community Services Executive Committee.

8.4 – Program schedule – This was covered in the managers' report.

9.2 – Secretarial duties – I Laing has held the position. Moving forward A Bisson will do the minutes. He has access to I-Compass, all members will be able to view there and it will allow for better transparency.

9.3 – Policy Manual/Orientation Manual – this is to be developed and C Noble, W Brunetta, I Laing and A Bisson have agreed to work on this.

9.4 – Election of Chair / Vice-Chair – To be deferred to the January meeting as 2 board members are not present.

10.0 – A letter of thank you to Brenda Whalen was discussed.

Next meeting date is set for January 19 2:30 PM

W Allen – D McTaggart – That this meeting now be closed at 3:25 PM.

MANAGER'S REPORT FOR THURSDAY FEBRUARY 18TH

I have been taking some of the webinars that OACAO has been offering
They are very good,
1st one was on cleaning for when we are able open and the cleaning requirements, training of staff etc.
2nd was on Technology Information and Knowledge Sharing support and offering classes on-line, and we will talk more about that later,
3rd was on self help for seniors, About stress, exercise, nutrition, and sleep can help,
the 4th was Social Frailty and that was today, the next ones are in March
- 1st one is Managing through Change and the
2nd one is Coffee Tea or the Right Volunteer Board or Committee.
I am looking forward to checking these ones out too.