

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

December 14, 2021 @ 2:30 PM
Committee Room and Virtual



Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 807-701-5975,,765578471#](#) Canada, Thunder Bay

Phone Conference ID: 765 578 471#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

Page

1. CALL TO ORDER/ROLL CALL

2. Election of Secretary

3. Disclosure of Pecuniary Interest:

4. Approval of Previous Minutes

4.1 Nov 9, 2021 minutes

3

5. Outstanding Business

5.1 Budget review/membership fee

4

6. New Business

6.1 Senior Citizen of the year

6.2 Approval of Facility for Liquor License

6.3 Budget input

6.4 Health Symposiums

6.5 Snow Removal

7. Information / Correspondence

7.1 Manager's Report

5 - 7

8. ADJOURNMENT / NEXT MEETING DATE

TOWN OF FORT FRANCES

MINUTES

Sister Betty Kennedy Centre
Board of Management (Senior
Centre)

November 9, 2021

The meeting of Senior Centre Board of the Town of Fort Frances was held in the committee room and virtual on November 9, 2021 from 2:30 p.m. to 3:11 p.m.

PRESENT: John McTaggart - Councilor, Debbie McTaggart - Board Member, Rick Wiedenhoeft - Councilor, Cynthia Donald - Board Member, Wayne Allen - Board Member, Irene Laing - Board Member, John Reader - Board Member

ALSO PRESENT: Randy Thoms - B93, Cindy Nobel - Manager, Aaron Bisson - Recreation and Culture Manager

1. CALL TO ORDER/Roll Call

2. Disclosure of Pecuniary Interest:

3. Approval of Previous Minutes

3.1 October 12, 2021 Minutes - Accepted as presented

4. New Business

4.1 Fort Frances Senior Centre Membership fee - tabled until Dec 14, 2021 meeting

5. Information / Correspondence

5.1 Manager's Report - Volunteers needed or to hire a new position - accepted as presented

5.2 Fort Frances Senior Centre Name Change - Update - discussion took place, seeking clarification from the Clerk

6. ADJOURNMENT / NEXT MEETING DATE - 3:11
Dec 14, 2021 at 2:30

Chair

Recreation & Culture Manager / Board Secretary

	Actual to December 31, 2019	2020 OPERATING FORECAST	Actual to October 31, 2020	2021 OPERATING FORECAST	Actual to October 31, 2021	3 Year Average- 2017, 2018, 2019	Budget Variance 2020 to 2021
Fort Frances Seniors' Centre							
REVENUE:							
Sundry Revenue	-		(130.55)		(937.11)	(468.62)	-
Rental	(1,720.20)	(1,500)	(181.95)		(296.95)	(1,078.08)	1,500
Ministry of Health	(42,699.97)	(51,240)	(10,675.00)	(42,700)	(43,339.41)	(42,013.12)	8,540
Seniors Companion Grant	(3,223.06)	(15,240)	(32,016.94)		(13,328.00)	(4,442.67)	15,240
One Time Funding Grant (Age Friendly Grant)	-		-		-	(2,459.84)	-
Contributions from Seniors	(27,727.65)	(25,000)	(7,779.43)		(4,993.93)	(18,368.18)	25,000
Seniors Fitness Classes	(2,118.55)	(2,500)	(720.00)	(2,400)	(546.00)	(1,571.52)	100
Age Friendly Community Revenue	-		-		-	(505.50)	-
Donations	(4,905.97)	(3,000)	(1,298.28)		(973.95)	(2,894.01)	3,000
	(82,395.40)	(98,480)	(52,802.15)	(45,100)	(64,415.35)	(73,801.54)	53,380
EXPENDITURES:							
Administration							
Wages IFT (refer to Comm Serv)	10,000.00	10,000	7,500.00	10,000	7,500.00	9,166.67	-
Hourly Part-time Salaries/Wages	12,000.00	12,000	5,500.00	6,000	6,000.00	9,333.33	(6,000)
full time	4.78		29.15		-	-	-
Overtime	-		-		253.97	84.94	-
Part Time Salaries- Fitness Instructor	2,870.76	3,588	836.86	7,248	1,131.62	1,036.05	3,660
CPP- Fitness Instructor	37.20	142	9.13	204	31.29	26.01	62
EI- Fitness Instructor	65.66	79	18.55	160	29.12	25.14	81
OMERS- Fitness Instructor	43.81	323	15.24	112	21.55	23.79	(211)
EHT- Fitness Instructor	56.45	70	16.38	141	26.19	21.69	71
Employer Benefits- Fitness Instructor	42.68	-	4.55	205	30.37	19.47	205
WSIB- Fitness Instructor	90.40	115	19.48	168	31.18	31.65	53
Accounting Charges	10,500.00	10,675	8,006.25	10,675	8,006.25	9,485.42	-
Communications	2,557.03	2,500	1,240.83	1,700	1,097.77	2,159.48	(800)
Office Supplies	217.78	1,000	555.85	200	96.22	812.57	(800)
Supplies/Craft	-		-		-	121.88	-
Supplies/Workshop	590.21	800	588.31	800	964.73	959.78	-
Kitchen Supplies	448.28	1,200	383.90		158.59	876.80	(1,200)
Food & Meals	22,989.87	19,000	4,524.30		3,158.36	13,785.85	(19,000)
Contracted Works	508.80	1,000	-	1,000	1,883.06	1,715.91	-
Travel	969.52	600	66.75	100	68.66	767.88	(500)
Conferences & Courses	-		-		-	-	-
Age Friendly Community Project	-		-		-	4,451.19	-
Seniors Compaion Grant Project	3,223.06	17,230	15,739.67	10,000	5,861.25	1,953.75	(7,230)
Advertising & Public Notices	2,184.94	1,000	637.30	1,000	481.33	802.93	-
Pubic Relations/Promotions	731.91	1,000	-		800.35	667.12	(1,000)
Events & Activities	1,223.39	3,000	199.45	500	796.13	1,642.86	(2,500)
Contributions to Capital	-		-		-	-	-
	71,356.53	85,322	45,891.95	50,213	38,427.99	59,972.16	(35,109)
Building & Grounds							
Salaries Full Time	2,211.79	2,021	3,227.19	10,417	4,332.66	2,682.81	8,396
Overtime	-		-		-	-	-
Hourly Part Time	-		-		2,143.80	766.79	-
Employer CPP	107.56		174.59		353.16	180.49	-
Employer EI	41.67		70.18		144.03	76.42	-
Employer OMERS	211.91		326.83		610.84	322.02	-
Employer EHT	43.66		68.59		136.67	71.91	-
Employer Benefits	206.08	655	190.01	4,229	531.32	484.96	3,574
Employer WSIB	70.46		81.63		162.56	97.39	-
Natural Gas Charges	3,065.69	4,500	2,258.64	3,000	1,870.01	3,681.64	(1,500)
Hydro Charges	7,528.74	6,000	3,950.74	6,000	3,280.49	5,748.98	-
Water & Sewer Charges	3,123.21	3,200	1,154.62	400	1,212.07	2,238.26	(2,800)
Janitorial Supplies	732.91	1,000	241.10	100	137.37	1,993.11	(900)
Contracted Services - Janitorial Services	14,080.16	14,000	1,712.45	-	378.55	8,486.29	(14,000)
Equipment Rentals-Own	243.75		1,456.25		468.75	339.56	-
Repairs & Maintenance	2,065.82	5,000	3,672.26	5,000	3,088.39	1,904.14	-
Building Maintenance Service	15,844.98	10,000	12,030.52	1,000	160.17	8,836.17	(9,000)
General Insurance	2,657.42	2,800	2,577.11	3,572	2,904.30	2,552.10	772
	52,235.81	49,176	33,192.71	33,718	21,915.14	40,463.03	(15,458)
Total Revenue	(82,395.40)	(98,480)	(52,802.15)	(45,100)	(64,415.35)	(73,801.54)	53,380
Total Expenditures	123,592.34	134,498	79,084.66	83,931	60,343.13	100,435.19	(50,567)
Total Fort Frances Seniors' Centre	41,196.94	36,018	26,282.51	38,831	(4,072.22)	26,633.65	2,813

Manager's Report Tuesday December 14th 2021

This month has been very busy, and all activities are going well. Masking is getting better but if no-one is watching they still tend to forget. A big THANK YOU to Cynthia, Debbie and John for stepping up and helping, it has helped me immensely. We will be closing on December 23rd at 4:00 o'clock and re-opening on January 4th at 8:00 o'clock.

I have attached the forms for Citizen of the year for your perusal.

Wanting to wish you all a very Merry Christmas and a Happy New Year

Sister Kennedy Centre

Application to sit on the Selection
Committee for S. K. C.'s "Senior of the
year"

If interested please sign and return to Cindy
by September 30th 2017

I _____ agree to let my
name stand for the above committee and
agree to be fair and impartial.

Signed _____

Phone Number _____

Nomination Form

For Sister Kennedy Centre's

Senior Citizen of the Year

Person Nominated _____

Phone Number _____

Reasons Nominated _____

Your name _____

Phone Number _____