

**Kanata Seniors Council Inc.**  
**Minutes of Annual General Meeting – June 17, 2024**

**Present:** Greg Richardson, Rachel McGregor, Liz Tucker, Susan Ditmar, Kay Dubie, David Lee, Jeet Wadehra, Frank Boisvenue, Moe Saleh, Sandra Freeman, Mike McMahon, Arnold Finkelstein, Lianne Dwyer, Sarah Trant (current board members), plus other members of Kanata Seniors Council Inc.

**Guests:** Glen Gower, Ottawa City Councillor (Ward 6 Stittsville); Patsy McCarthy (The Bradley); Cindy Massicotte (Wellings of Stittsville); Maureen Moynahan (City of Ottawa – Kanata Seniors Centre)

**Opening and Call to Order:** Greg Richardson called the meeting to order at 11:00 am, welcoming members and guests and thanking them for their attendance. Greg gave a brief overview of the Kanata Seniors Council Inc. and what we do. He also expressed a thank you to our sponsors for their support.

Councillor Gower was invited to say a few words; he congratulated KSCI on a good year and a good turnout at the meeting. He noted that during covid, people were feeling disconnected from the community and this feeling continued through 2022. People are now coming back into the community, so it is good that KSCI is organizing events for them. KSC provides a focus for councillors in the west end. He wished us good luck for the upcoming year.

Patsy McCarthy (The Bradley Gracious Retirement Living) was also asked to say a few words about sponsorship. Patsy was new to the Bradley during covid, when it was difficult to run events or tours. She slowly got to know seniors in the community, and made lots of friends at the Seniors Center. When she spoke with Sandra Freeman about sponsorship of the Council, it was a “no-brainer” – she is happy to sponsor a “vibrant and exciting” group.

It was noted by the recording secretary that a quorum was present, with 56 voting members in attendance.

**Approval of agenda:**

**Kay Dubie moved that the agenda be approved as distributed; seconded by Rob Hamilton. CARRIED.**

**Approval of minutes of 2023 AGM:**

**Frank Boisvenue moved that the minutes of the June 19, 2023 AGM be approved as distributed. Seconded by Glenson Jones. CARRIED with 1 abstention.**

There were no matters arising from the minutes.

**Receipt of Annual Financial Review for 2023 and report of Public Accountant**

Marsha Kern asked about the short-term investments: what is the value of the GIC? Answer: approximately \$35,000. She also asked if CRA requires us to keep a minimum amount of cash on hand to guard against unforeseen circumstances. Ken Major (former board member) replied that there is no specific requirement by CRA, but they do look at it. We have to file a report to CRA every year, and they could challenge us, but there is no minimum requirement.

**Susan Ditmar moved that the financial review for the 2023 fiscal year and the accompanying Public Accountant's report be accepted as distributed. Seconded by Rob Hamilton. CARRIED with 2 opposed.**

#### **Appointment of Public Accountant for 2024 fiscal year**

**Liz Tucker moved that Kelly Huibers McNeely Professional Corporation be appointed as Kanata Senior Council Inc.'s Public Accountant to conduct a financial review of Council's financial records for the 2024 fiscal year. Seconded by Susan Ditmar. CARRIED (100%).**

Marianne Wilkinson noted that the financial statements circulated did not specify what we spent our money on and where the revenue came from, and how these numbers matched up against budgeted amounts. Greg Richardson explained that there is an open query with the financial reviewers concerning the allocation of some expenses to specific items. At the time of this meeting, the Council was still waiting for a response. Once a reply is received, the entire document will be made available on the Council website.

#### **Thanks to recent (outgoing) Board of Directors**

Greg expressed thanks to Sarah Trant and Gary Underwood, who were on the Board in 2023 but have chosen to resign.

#### **Election of the new Board of Directors**

The following members are staying on the Board to complete the second year of their 2-year term:

Arnold Finkelstein      David Lee      Michael McMahon

The following members have agreed to stand for election to the Board of Directors for new two-year terms:

Frank Boisvenue	Susan Ditmar	Kay Dubie	Lianne Dwyer
Sandra Freeman	John Kern	Rachel McGregor	Doreen McNair
Greg Richardson	Mohamed Saleh	Liz Tucker	Jeet Wadehra

This makes a total of 15 board members; Council by-laws allow for up to 20 Board members.

**Sandra Freeman moved that the elections be closed and that all candidates be appointed by acclamation; seconded by Rob Hamilton. CARRIED (100%).**

Marianne Wilkinson asked if the council was going to look at constructing a strategic plan, as we are an important organization in our community. Greg mentioned that this would be on our agenda at the next Board meeting.

#### **Review of Council activities for 2023/24**

A summary of council activities since the last AGM was circulated, and is attached to these minutes: Greg gave a brief summary, highlighting our growing membership and sponsorships; increased participation in the Travel and Lifestyle team activities; new volunteers; our facebook page; and advocacy.

Carole Seay asked why there was no mention of the Kanata Seniors Craft Group. Greg explained that, while the Council is very appreciative of the donations made over the years by the Craft Group, they are an entirely separate entity and not part of the Kanata Seniors Council.

**New Business** – There was no new business.

**Closing remarks**

In closing, Greg thanked all our volunteers; and those helping during the meeting with registration, organizing the coffee and lunch, and cleaning up. He also thanked the City of Ottawa staff for setting up the room.

**Adjournment**

**Rachel McGregor moved that the meeting be adjourned; seconded by Susan Ditmar.**

The meeting was adjourned at approximately 11:38 am, after which a light lunch was enjoyed.

Rachel McGregor  
Secretary

**Kanata Seniors Council Inc.**  
**Summary of 2023-24 Activities**

**President's Report**

I am pleased to report that our funds on hand at the end of 2023 were triple compared to the previous year, thanks largely to a highly successful sponsorship campaign led by our sponsorship director. With increased funds, we were able to expand our programs, making them accessible to more people while keeping prices in the Café more affordable. Our membership continues to grow, bringing in more volunteers, although additional help, particularly in the Café, is always appreciated. We saw a significant uptick in Travel and Lifestyles events participation this past year, indicating their popularity. Additionally, we were excited to announce the return of free Tech Seminars, providing valuable knowledge and best practices for digital life to all. Our Advocacy and Outreach team has been actively promoting Dementia Awareness and collaborating with Neighbourhood Watch and other agencies to enhance awareness and implement programs in Kanata and other areas of Ottawa.

**Council Travel and Lifestyles Team**

Throughout 2023, the Kanata Seniors Council organized a total of 18 events, consisting of 14 trips and 4 seminars. These events attracted 459 participants, reflecting strong engagement from our senior members. The seminars we hosted covered a range of important topics aimed at enhancing the knowledge and well-being of our members. We offered sessions on protecting seniors from frauds and scams, health seminars focusing on knees and hips, and travel seminars presented by CAA Travel and Ottawa Valley Tours.

In terms of trips, we introduced several new series to diversify our offerings. The International Dining series allowed members to explore various cuisines, while the Residence Series provided insights into different living arrangements. Our \$5 Fridays offered affordable and enjoyable outings, and the Kanata Theatre series combined lunch with a matinee performance. We also organized a wide variety of other trips. Highlights included visits to the Sugar Bush, Rideau Carleton Raceway & Casino, an Ottawa Boat Cruise, a wine tasting tour at Jabulani Vineyards, a tour of the Diefenbunker, and a Christmas Tour of Lights.

One of the main challenges we faced during the year was the availability and cost of bus rentals, which required careful planning and budgeting to ensure our trips could proceed smoothly.

**Looking Forward to 2024**

From January through May 2024, the team has already completed 15 trips and seminars, with a total participation of 362 people. This continued strong interest demonstrates the value and enjoyment our events provide to members. We are excited to have introduced a new series, Discover Small Town Ontario, which has been well-received and will continue to be a focus for us moving forward. Our goal is to maintain an average of approximately three events per month, allowing our members many options to enjoy different types of activities and socialize with others. Thank you for your continued support and participation. We look forward to another successful year ahead.

## **Council Café**

Our cafe has been very busy this spring! Valentine's lunch was very well attended in February. A "Welcome Spring" lunch catered by The Bradley Residence with a guest list of 44 in attendance was held on May 1st. We are currently enjoying the simplicity of our new cash register from which we can obtain all the information required to keep us up to date with item sales. The cafe was opened during both the Marketplace event and the Awesome Garage Sale with good success. Home baked cookies and hot dogs were served so these items will remain on our menu. Themed luncheons will start again in the fall when the cafe re-opens.

## **Volunteer Management**

During 2023, our volunteers put in an amazing 10,228 hours, including over 3,000 hours worked by our wonderful café volunteers! We are on target to reach about the same total in 2024, as we have collectively logged over 3,800 hours as of the end of April. We gained over 100 new members in 2023, and already have 48 new members in the first 4 months of 2024. We gained 17 new volunteers between January 2023 and April 2024. Thank you to everyone who volunteered over this period; we could not do everything we do without our volunteers!

## **Technology and Website**

Computer Training Stats: 2023 (full year) Lessons Sold 203, Revenue \$1735; compared to 2019 (full year) Lessons Sold 243, Revenue \$1660. While the number of lessons is less than 2019, there continues to be strong demand and interest. This interest is supported by the number of lessons sold in 2023 from May-December at 111 compared to 101 in the same period in 2022. We provided training services to a total of 81 students in 2023. Also last year we held 4 technical seminars, 2 each on Computing Security and Internet TV. They were well attended and there was a total of 60 attendees at the 4 seminars. Our website continues to provide a wealth of information to users. In 2023 the site averaged over 500 unique visitors each month. The website is scheduled for a major overhaul in 2024.

## **Sponsorship Program**

Your Kanata Seniors Council Board is always looking for opportunities to enrich the services and programs for our membership. To this end, a Sponsorship Program was introduced in 2023 following the three years of the COVID lockdowns which had inflicted, as it had on many businesses, such disastrous damage to resources. The Program has proved to be a resounding success and has enabled the Council to continue its traditional programs as well as introduce new events, expand others, and subsidize meals in the Council Café so that our members could enjoy good food at very reasonable cost. All six of our original sponsors have renewed their levels of sponsorship for 2024 with an additional seven new sponsors who joined in the first few months of this year, totaling \$12,500 of new income for 2024.

## **FaceBook**

Our Facebook page is a public site, so anyone can visit and get to know about us. We have grown in numbers each month, and we are at currently connecting with 283 visitors. We have posted the Travel and Lifestyle events (30 in all) and have had many responses of people being interested in attending. We have also posted posters from our sponsors announcing their events; public health announcements; general information pertaining to seniors; and pictures and comments for most of our activities in order

for the public to see what we do and how much fun we have. We also have quizzes and contests on a regular basis for visitors to participate in.

## **Health**

The health team grew during 2023/24. We worked to present several free health related seminars to the membership; including Fall Prevention (November), Staying Connected (January), Should I stay, or should I go (February), Arthritis (March), and a Diabetic clinic (April). Plans are in the works for fall seminars, as well as a Health Fair planned for October. We have a dedicated team working on bringing knowledge and information to the Seniors of our community.

## **Advocacy and Outreach**

### **DEMENTIA AWARENESS, A SENIORS MENTAL HEALTH ISSUE**

Advocating for the assistance of the Neighbourhood Watch volunteers (NW) to contribute to the safety and security of Dementia sufferers, especially the single ones, in and around their homes, came to a successful conclusion when The NW Board and OPS (Ottawa Police service) accepted the KSCI Proposal that was strongly supported by the local politicians and the major non-profit organizations that are interested in Mental Health. The undertaking of KSCI is continuing until today, in its bid to see that this proposal is fully implemented across Ottawa. KSCI mobilized its A&O resources, political partners and others in urging the NW and OPS to fully implement this proposal. KSCI made sure that needed resources to implement are available to NW; including offering much needed financial support. We are confident that full implementation of this popular proposal will be completed in 2024.

### **A&O COMMITTEE, REVITALIZE ADVOCACY**

The off-site exercise held by the KSCI board on October 5, 2023 recommended that A&O forms a working Committee (A&O Committee) to: Set Objectives and Processes of the A&O Committee, Develop Terms of Reference, Deals with Politicians and Public and Define who else is doing this and investigate if we can we join up with them. A&O completed the requested Terms of Reference document titled "PROPOSAL-FORMATION OF AN A&O COMMITTEE" on November 28, 2023. This document was used to recruit volunteers to form the committee from the KSCI membership. The kick-off meeting was held on April 15, 2024 comprising: the Chair, Alumni (2), and Members (5). We recommended further investigation of several initiatives to be adopted by the Committee in the fields of Seniors Financial Security, Long Term Care, Housing and Mental & Physical Health. The direction formed after the first meeting is under assessment.

### **OUTREACH, THE GATE TO EFFECTIVE ADVOCACY**

#### **Seniors This Week (Outreach 101)**

A&O recognizes that the support of our direct membership in advocating issues is of utmost importance. Open and frequent dialogue with the membership is certainly a proven tool of ensuring the cohesiveness needed for timely response to advocacy call when warranted. A&O submitted a proposal to augment the KSCI Monthly Newsletter with another (hopefully weekly) simple email message titled "Seniors This Week". This proposal is currently being pursued further by A&O.

## Other A&O Activities

### **Workshops, Seniors organizations and Exhibitions**

- Contact with Nepean Seniors Recreation Board and Advocacy was established in November 2023
- KSCI Market Place 13 April 2024
- Clean the Capital 26 April 2024
- KSC Garage Sale 04 May 2024
- KSCI is participant of the Annual Volunteer Ottawa Expo Spring 2024 the is held Thursday, May 23 between 2:00 PM – 5:00 PM in the Rideau Hub cafeteria, 815 St. Laurent Blvd

### **Communications**

The Telephone Train was established in January 2024. We initially began with a list of approximately 104 members without email. With a team of volunteers, we called everyone on the list. The team worked from a script, to inform everyone they spoke to about upcoming events, available contact numbers, and generally just to chat to see if they had been receiving the newsletter, and if they were interested in receiving a monthly call from the KSC. This led to many of those contacted to giving us their email address, in order to receive the newsletter and keep up to date with what was happening. Some contacted, or their family, told us that this member was not able to be involved so wasn't interested in future calls. Some we never were able to contact, with no answer, or no service any longer. After three monthly calls with no answer, we remove them from the list. We have heard from a few that they appreciate the calls and look forward to them. Our remaining working list is now down to 45 and we will continue to call as long as we have names and numbers that are connectable.

A monthly information blast is sent out each month. The purpose is to connect to members who are not members of the Kanata Seniors Centre, and do not pick up our Newsletter. A link to the Newsletter is included in the blast along with events and activities for the current month. Also included is any information regarding our future plans, changes to venues, or closures of the Centre.