

**MINUTES  
28TH ANNUAL GENERAL MEETING (AGM)**

National Association of Federal Retirees - Outaouais Branch  
Buffet des continents, Gatineau  
Thursday, April 11, 2019

**Directors:**

Donald Déry, President  
Odette Simard, 1<sup>st</sup> Vice President  
Josée Laurin, 2<sup>nd</sup> Vice President  
Claude Tremblay, Treasurer  
Jacques Lecompte, Secretary  
Pierre Laflamme, Director

Absent for cause: Mr. Gérard Goyette, Director.

**Welcoming remarks and appointment of chairperson and secretary of the meeting**

Mr. Déry welcomes the participants and asks the assembly if there is any interest to act as chairman and secretary of the meeting. Mr. Claude Tremblay proposes Mr. Pierre Laflamme as chairman of the meeting, seconded by Mrs. Murielle Allain. Mrs. Josée Laurin proposes Mr. Jacques Lecompte as secretary of the meeting, seconded by Mr. Guy Gaumont. Mr. Déry asks the assembly if other persons wish to submit their names. After a brief moment of silence, he declares the nominations completed and Mr. Laflamme and Mr. Lecompte elected by acclamation.

**Attendance, quorum and opening of the meeting**

Mr. Laflamme thanks the President and the members of the Board of Directors for organizing the AGM. He mentions that there are 66 members present in the Assembly and consequently, quorum having been established, the AGM may now begin at 9:35 a.m.

**Reading and Adoption of the Agenda**

Mr. Laflamme asks for approval of the agenda and asks the assembly if there are any proposed changes. Ms. Anne Patricia Gareau-Legault moves its adoption without change, seconded by Mr. Robert Leduc. No changes being suggested, the agenda is adopted unanimously.

**Reading and approval of the minutes of the 2018 AGM**

Mr. Laflamme suggests that members review the content of the 2018 minutes and identify any changes, comments or corrections required. Mr. Michel Gaudreau and Mr. Guy Gaumont both request a correction to the spelling of their name. There being no other changes, Mr. Laflamme asks for its adoption. Mr. Gaudreau moves the adoption with the requested corrections, seconded by Mr. Ken Graham. Mr. Laflamme asks if there were any objections. The motion was carried unanimously.

Mr. Laflamme asks those who joined the meeting after it had started to come to the front and sign the attendance book to confirm their presence at this meeting.

## **Outaouais Branch Annual Report**

Mr. Laflamme invites the Branch president to present the Annual Report. Mr. Déry presents a summary of the report highlighting the following points:

- **On the national and provincial scene**  
Preferred Partners Directive, 2019-2024 Strategic Plan, Advocacy, Annual Membership Meeting (AMM) and Branch Accounting.
- **On the regional and NCR scene**  
The development of partnerships with the Ottawa Branch and the “Corporation des aînés de la Cabane en bois rond”, among others, as well as collaboration with other Quebec branches in the process of negotiating partnership agreements with our regional partners.
- **2019-20 Challenges**  
Membership recruitment and retention, upcoming federal elections, the national accounting system, information sessions and social events, analysis with the national office of additional payment methods for fee-based activities, translation of our publications and updating members profile missing email addresses (36% of our members)
- **Resources required**  
Eight director positions are available, and more than ten volunteers are needed for membership recruitment and retention, translation, photography and phone calls.

Mr. Déry opens the floor to questions from members.

Mr. André Bonin asks if the District President had been invited to attend the Assembly. Mr. Déry confirms that he had not, but that the Board would ensure that an invitation was extended to him for the next annual meeting in 2020.

Ms. Gareau-Legault asks for more information regarding the volunteers needed for phone calls.

Mr. Laflamme, Chair of the meeting, points out that in accordance with the Canadian Code for Volunteer Involvement, the Branch covers the professional fees related to the training of its volunteers.

He also mentions the Board's success in getting recognition for two important members of our Branch, namely the outstanding volunteer commitment of Ms. Odette Simard, who was recognized at the 2018 Seniors' Tribute Award at the provincial level, and Mr. Pierre Cousineau, who won the National Association of Federal Retirees Volunteer Award in 2018.

## **Financial statement presentation**

Mr. Laflamme invites the Treasurer, Mr. Claude Tremblay, to present the financial statements.

Mr. Tremblay introduces Mr. Marc-André Monette (CPA/CA) of the firm Monette Fortin Tremblay Inc. and invites him to present the results of the review engagement for 2018. Mr. Monette proceeds to read the report for the fiscal year ended December 31, 2018, a copy of which was attached to the annual report distributed to members at registration.

An assembly member, Mr. Bonin, asks why the completed financial audit was only a review engagement rather than an audit. Mr. Monette explained that the cost of a review engagement is less

than that of a full audit and that the "small business" type operations of the Branch, coupled with the National Office oversight, more than justified sticking with a review engagement. Mr. Tremblay mentions that the financial transactions for the next year will be fully accounted for through the financial system managed by National. This should reduce the scope and cost of the financial audit.

### **Adoption of the financial statements for the period ending December 31, 2018**

Mr. Tremblay notes that a vote is required to adopt the 2018 financial statements. Mr. Guy Gaumont moves for adoption, seconded by Ms. Claire Napert. The motion passes unanimously.

### **Adoption of a resolution to amend the reserve funds**

Mr. Tremblay briefly explains the purpose of the reserve funds for our Branch and highlights the decision adopted by the Board to modify the amounts and needs of these reserve funds.

#### **Resolution 11042019-1 Amendment to Reserve Funds:**

- Whereas the primary mission of the Association is to advocate on behalf of the members;
- Whereas the Section only plays a supporting role to national initiatives in advocating for members' interests;
- Whereas the priorities of the Branch in the past year and in the future are to focus on our members and volunteers;
- Whereas the operational budget allows for the coverage of national support initiatives for advocacy; and,
- Whereas the current reserve no longer meets the priorities of the section,

It is moved by Mr. Claude Tremblay and seconded by Mrs. Odette Simard to modify the reserve as follows

- \$30,000 for membership, retention and recruitment; and
- \$30,000 for volunteer training and recognition.

Mr. André Lapierre points out that this resolution is contrary to the advocacy priorities of the National office. Mr. Tremblay explains that it has recently changed its priorities and consequently those of the branches. The National office retains its primary mission of advocacy, and directs the efforts of the branches to the recruitment and retention of members and volunteers.

Mr. Bonin asks how much money is allocated to recruitment in the Branch's operational budget. Mr. Tremblay explains that recruitment and retention costs are charged to the reserve funds.

Mr. Laflamme adds that the Branch also has an additional \$59,000 in unallocated reserves that could be used, if necessary, to cover the costs of advocacy activities or any other causes that become priorities.

Following questions and discussions, Mr. Laflamme calls for a vote. The resolution is adopted unanimously.

### **2019 Budget and 2020 Forecast**

Mr. Tremblay explains the 2019-20 budget, which shows a modest surplus of \$3,000 per year. He notes that planned changes in the way we account for our expenses may also reduce somewhat the projected costs for professional fees.

Mr. Lapierre asks if the service contract with the accounting firm should be reviewed in light of the national takeover of accounting in 2019; this should reduce the amount of audit work. Mr. Tremblay explains that it would be prudent to continue with the status quo for the transition year and revisit this item later. In addition, the service contract with the accounting firm was renewed for a three-year period at the 2018 AGM.

Ms. Annie Benoit asks what the Branch's share of the membership fees is. Mr. Tremblay replied that only \$7 to \$8 per membership fee (approximately 18% of the price) is redirected to our Branch.

### **Members' Question Period**

The Chairman opens the question period.

Ms. Carole Davidson, a new member, asks about the services offered by the Association. Mr. Déry provides a brief description of the services and activities that the Branch and the National office offer to their members. He also highlights the various local business partners that offer discounts to our members.

Ms. Lise Fortin, who has worked for several years with the Section, specifically on the Preferred Partners Project, suggests that the list of our local partners should be included in the annual Board report. Ms. Odette Simard refers Ms. Fortin to section 3.3.4 of the report which explains the recent name change for this program and our efforts in 2018 to improve the partner approval process.

Mr. Pierre Riopel asks for an update on the new 50-50 cost sharing for medical insurance. Mr. Déry explained that the case is currently under appeal and that we are waiting for an official answer from the national office.

Ms. Anne-Marie Dion asks if the date is set for the next Christmas banquet. Mrs. Simard explains that we are preparing the contracts for this activity.

Mr. Cousineau notes that someone from National office attended last year's AGM and that we should extend an invitation to them to attend the next meeting. Mr. Déry confirms that the Board will make a point of inviting a representative from National for the next AGM.

The question period ends with Mr. George Samné thanking the members of the Board for their work and for organizing this meeting.

### **Election of Directors**

Before the elections begin, Mrs. Josée Laurin, president of the nomination committee, confirms to the assembly that the Mechoui activity which will be held at Constantin's in Saint-Eustache will take place on October 9th.

She goes on to announce that of the eleven possible positions on the Board, only seven are currently filled and three of those are up for re-election. This leaves seven positions to be filled for a two-year term.

- Ms. Monique Arsenault signifies her intention to run, and Mr. Gaudreau seconds her nomination.
- Mrs. Carole Davidson signifies her intention to run, and Mrs. Murielle Alain seconds her nomination.

- Mr. Pierre Laflamme signifies his intention to run again, and Mr. André Lapierre seconds his candidacy.
- Mr. Claude Tremblay is proposed by Mr. Pierre Laflamme, and seconds by Mrs. Murielle Alain.
- Mr. Gérard Goyette (via proxy) is proposed by Mrs. Josée Laurin and Mr. Pierre Laflamme seconds his nomination.

In descending order, Ms. Laurin asks each of the candidates if they accept their nomination. All respond affirmatively. They are therefore elected by acclamation.

### **Presentations**

Mr. Déry introduces Mr. François Tellier of Groupe Forget, a specialist in hearing health, who give a presentation on the benefits of hearing health.

Mrs. Simard then introduces Amber Boucher and Lia Spoltore of the Racine, Robert and Gauthier Beauchamp Funeral Home, who give a presentation on funeral prearrangements.

### **Adjournment, draw and meal**

Mr. Laflamme moves that the meeting be adjourned, which motion was unanimously approved.

Mr. Laflamme declares the meeting closed at 11:55 a.m.

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President of the Assembly, Mr. Pierre Laflamme

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary of the Assembly, Mr. J.L. Jacques Lecompte

\_\_\_\_\_  
Date

## **PARTICIPANTS OF THE 28th ANNUAL GENERAL MEETING**

| <b>DIRECTORS AND STAFF OF THE BRANCH</b> |                   |                               |
|--|-------------------|-------------------------------|
| 1  | Déry, Donald      | President                     |
| 2  | Laflamme, Pierre  | Director                      |
| 3  | Laurin, Josée     | <sup>2nd</sup> Vice President |
| 4  | Lecompte, Jacques | Secretary                     |
| 5  | Ross, Guylaine    | Senior Assistant              |
| 6  | Simard, Odette    | 1st Vice President            |
| 7  | Tremblay, Claude  | Treasurer                     |

| <b>BRANCH MEMBERS</b> |                       |    |                  |
|-----------------------|-----------------------|----|------------------|
| 8                     | Allain, Murielle      | 37 | Gaumont, Guy     |
| 9                     | Allaire, Jean Jacques | 38 | Generous, Pierre |
| 10                    | Allaire, Francine     | 39 | Girouard, Robert |

|                         |                                |    |   |
|-------------------------|--------------------------------|----|---|
| 11                      | Arsenault, Monique             | 40 | Graham, Ken   |
| 12                      | Beaudin, Louise                | 41 | Hannah, Robert  |
| 13                      | Bédard, Michel                 | 42 | Jetté, Céline   |
| 14                      | Bégin, Luc                     | 43 | Joannisse, André                                      |
| 15                      | Benoit, Annie                  | 44 | Ladouceur, Thérèse                                    |
| 16                      | Bertin, Nicole                 | 45 | Lamarche, Daniele                                     |
| 17                      | Blondin, Michel                | 46 | Lapierre, André                                       |
| 18                      | Bonin, André                   | 47 | Laroque, Marcel                                       |
| 19                      | Bourque, Marcel                | 48 | Laroque, Diane  |
| 20                      | Breton, Pierre                 | 49 | Lavigne, Mariette                                     |
| 21                      | Brosseau, Hélène               | 50 | Laviolette, Claudette                                 |
| 22                      | Chartrand, Gilles              | 51 | Lebel, Nicole   |
| 23                      | Chartrand-Renaud, Agathe       | 52 | Lecavalier, Hélène                                    |
| 24                      | Cousineau, Pierre              | 53 | Leduc, Normand  |
| 25                      | Cousineau, Lise                | 54 | Leduc, Robert   |
| 26                      | Dallaire, Lise                 | 55 | Lemay, Maurice  |
| 27                      | Davidson, Carole               | 56 | Link, Melita  |
| 28                      | Dion, Daniel                   | 57 | Longpré, Jean Mario                                   |
| 29                      | Dion, Anne-Marie               | 58 | Messier, Danièle                                      |
| 30                      | Dubé, Françoise                | 59 | Morin, Jean Noël                                      |
| 31                      | Duclos, Claudette              | 60 | Morin, Rose-Marie                                     |
| 32                      | Faucher, Gaston                | 61 | Napert, Claire  |
| 33                      | Favreau, Sylvie                | 62 | Page, Michelle  |
| 34                      | Fortin, Lise                   | 63 | Pelletier, Gérard                                     |
| 35                      | Gareau-Legault, Anne Patricia  | 64 | Piché, Lucille  |
| 36                      | Gaudreau, Michel               | 65 | Provencher, Hervé                                     |
| 66                      | Purdy, Rita                    | 70 | Samné, Josette  |
| 67                      | Quijada, Dominique             | 71 | Samson, Diane   |
| 68                      | Riopel, Pierre                 | 72 | Tessier, Sylvie                                       |
| 69                      | Samné, George                  | 73 | Tremblay, Nicole                                      |
|                         |                                |    |   |
| <b>INVITED PARTNERS</b> |                                |    |   |
|                         |                                |    |   |
| 74                      | Boucher, Amber (Dignity Group) | 76 | Tellier, François (Groupe Forget)                     |
| 75                      | Spoltore, Lia (Dignity Group)  | 77 | Monette, Marc-André<br>(Monette Fortin Tremblay Inc.) |