

PEMBINA ACTIVE LIVING (55+)



ANNUAL REPORT

2022



PAL (55+) ANNUAL GENERAL MEETING

**TUESDAY,
JUNE 14, 2022
1:30 – 3:00 P.M.**

*Thank you for your interest in our Annual Report
and for your attendance at our Annual General Meeting.*



2022 Annual General Meeting

PAL (55+) supports Winnipeg's Indigenous Accord and acknowledges that we operate our programs on Treaty One territory, the traditional lands of the Anishinaabe, Cree, Dakota and Oji-Cree peoples and the homeland of the Metis Nation.

As per Section 6.00 and Sub-Sections 6.01 and 6.04 of its By-laws, notice is hereby given that Pembina Active Living (55+) will hold its 2022 Annual General Meeting of members:

When: 1:30 p.m., Tuesday, June 14, 2022
Where: Whyte Ridge Community Centre
170 Fleetwood Road
Chair: Sandra Sukhan

Agenda

1. Welcome
2. Call to Order
3. Approval of Agenda
4. Adoption of the 2021 AGM Minutes (June 17, 2021)
5. In Memoriam
6. Approval of the 2021-22 Financial Statements
7. Appoint a Reviewer for the 2022-23 Financial Statements
8. Discussion, Questions and Answers
9. Election and presentation of Directors for 2022–23
10. Presentation of the 2022-23 Board of Directors
11. Other Business
12. Adjournment



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In Memoriam



Pat Flaws
1939—2022

Pat volunteered tirelessly with PAL over the years and was on many committees from Communications, Fundraising, Making Connections to being on the Board of Directors. She was always willing to help, and even helped greeting people at our bigger events.



Marion Goodwin
1929—2022

Marion and her husband Bill were instrumental in bringing their love of gardening to King's Park. If not for her initiative and the senior's she inspired from PAL's Still Bloomin' Gardening Club, the park would have continued to fall into decay. Marion also enjoyed other activities with PAL such as Bocce and LunchPals.

Approval of the 2021-22 Financial Statements

Pending

Appoint a Reviewer for the 2022-23 Financial Statements

Pending



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PAL (55+) BOARD OF DIRECTORS

President:	Sandra Sukhan
Vice President:	Bob Newman
Secretary:	Tony Zienkowicz
Treasurer:	Wendy Memryk
Past President	Vacant
Bill Ghostkeeper	Director
Dale Shantz	Director
Margaret Wilcock	Director
Marla Olinyk	Communications

PAL (55+) STAFF

Executive Director:	Susan Fletcher
Administrative Assistant:	Tenille Wilson

CONTACT INFORMATION FOR PAL (55+)

Administration Office

Whyte Ridge Community Centre

170 Fleetwood Road

Winnipeg, MB R3Y 1R3

Mail

PO Box 70054 Kenaston Blvd

Winnipeg, MB R3P 0X6

Telephone: 204-946-0839

Email: office@pal55plus.ca

Website: www.pal55plus.ca

Facebook: <https://www.facebook.com/pembinaactive.living>

Instagram: <https://www.instagram.com/pal55plus/>



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President's Report

It has been quite a year since Pembina Active Living (55+)’s last Annual General Meeting in June 2021, and I for one, am trying to catch my breath as I smile through the many successes we have had, in spite of the challenges and uncertainties of the last two years.

We are looking forward to many more great years as we mature into an organisation laser-focused on our mission of enhancing the lives of the 55+ community. Here are some highlights of the last year:

- In July, we advertised for, and hired a new Executive Director, Susan Fletcher, who started the 3-day per week position at the end of August 2021
- We rolled out the Neon database software in August 2021 to help us manage membership, programming, sponsorship, financial and donor information
- In July, we created organisation-specific email addresses for all board members and staff so that documents do not get lost when volunteers and/or staff leave
- We started archiving many documents which are foundational in the successful growth of an organisation
- In early August, we started work on a new website which was discussed over several years but not started
- We hosted a membership drive in August 2021 at the Whyte Ridge Community Centre (WRCC) which was a test run as our new home
- In early September, our Executive Director and Administrative Assistant moved into a temporary “office” (locker room) at WRCC as renovations were underway to create a shared space - office and reception area - which would serve both WRCC and PAL (55+)
- In September, PAL (55+) was offered a voting seat on the board of WRCC which would allow for joint decision-making



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- We created a 2-day per week Volunteer/Program Coordinator position which is currently being shared between Susan Fletcher and Tenille Wilson (serves three days per week as PAL (55+)’s Administrative Assistant
- In September 2021 we started back offering a slate of hybrid/in-person programs, following all health and safety protocols
- In November 2021, we collaborated with WRCC to provide funding to replace windows at the centre
- In November 2021, we proposed to WRCC that PAL (55+) would pay to install a sound system in the multi-purpose room, externally and in the foyer area for the benefit of all; that was approved by the WRCC board
- By November 2021, renovations were complete, and the office was almost ready for occupancy, minus furniture
- By December 2021, furniture arrived, and the office was set up and arranged for maximum suitability for staff
- We approved a pandemic policy to address current and future states
- We established alliances with the Winnipeg Chinese Seniors Association (WCSA) and the Sri Lankan Seniors Organisation
- In December, PAL (55+) and WRCC co-hosted an in-person diversity event which was well attended and quite enjoyable
- In mid-December, we hosted a Christmas party for members and other seniors’ groups; several people won prizes and our ED led us in signing some Christmas songs (avoided removing masks)
- New programs were added in Winter 2022 some of which included PAL Cares, Technology Tuesdays, PAL Cafe and a Conversation Circle and some in collaboration with the WCSA.
- In January, we contracted an Information Technology professional to manage some of our technology needs
- In February, the board started brainstorming ideas for a new strategic plan as the previous plan expired in June 2020 and was not renewed because of the changing dynamics of the pandemic
- In February, we opened our first PAL Cafe where members can drop in for coffee and a chat every Wednesday
- Window replacement at WRCC was completed in April 2022



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- As of April 2022, the sound system equipment is getting ready for installation

As the President, I was glad to be involved in most of the discussions and decisions regarding the above mentioned, representing PAL (55+) on the WRCC board and facilitating a travelogue presentation and a baking demonstration and attending meetings with various levels of government and other representatives who share a common vision.

This, of course, was only a small part of the thousands of hours that was provided by a small but dedicated group of volunteers. Most people may not be aware, but throughout the pandemic, and especially over the last year, our dedicated staff and volunteers diligently meeting (many virtual meetings) to ensure that seniors continue to get the service they deserve.

Canada's population is aging rapidly, expected to be at least 25% in the next decade. As we look to the next year and beyond, there are things we as an organisation serving seniors can do. We can advocate loudly for:

- services that will help us live healthy lives, preferably in our homes;
- health care from appropriately trained health care professionals;
- recreational and mental health programming that allows us to maintain a network of people in our community
- affordable transportation for social and medical appointments
- affordable assisted and supportive housing if/when the time comes to leave our homes
- Safe long-term care in private rooms which help to maintain our dignity
- medical assistance in dying with dignity should we wish to do so
- expansive support for isolated seniors and those living with dementia



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PAL (55+) will continue to provide responsive programming, and continue to advocate for seniors in the South End. This cannot be achieved without financial contributions such as operational funding from Winnipeg Regional Health Authority; grants from the Government of Canada's New Horizons for Seniors; provincial grants for wages and other expenditures; City of Winnipeg Land Dedication Reserve Fund; grants from The Winnipeg Foundation, Terry Duguid, federal Member of Parliament; Obby Khan, Member of the Manitoba Legislature; and an extra special thank you to Janice Lukes, City of Winnipeg City Councillor who has been a tireless advocate and supporter for everything PAL (55+) and of course our partners and sponsors. Together we can achieve great things and pay it forward.

Lastly, I would like to express my gratitude and appreciation to the PAL (55+) board, staff, volunteers and members for making the last year possible. We look forward to focusing our collective energy on new programs, outreach, collaboration with Indigenous and ethnic communities, growing the organisation beyond the pre-Covid membership and programming and seeking funding sources that will enable us to realise our vision of enhancing the lives of seniors.

Respectfully submitted by Dr. Sandra Sukhan, President, May 2022



PAL (55+) Executive Director Report

I want to thank you all for the opportunity to be part of such a wonderful organization.

When I started last September, I wasn't sure what to expect. There were many challenges to face: COVID closures, a new space, and renovations, but our volunteers and members are a dedicated, hardworking group of people. I was really encouraged by their dedication and support for the PAL (55+) organization.

Membership: In spite of all the challenges mentioned, we gained 100 members from Sept 2021 to March 2022 even though we were closed for over a month! I have heard personally from some of the new members about how happy they are to belong to PAL. Many of the new members have also become valuable volunteers, helping with special events, programs, and even working in the office!

PAL Programs: We have started some new programs this past year as well. PAL Cares is a new program that provides members with an opportunity to volunteer in the community. 15 members signed up for this program! A highlight of this program for me was that we were able to reach out to 30 residents of the South East Personal Care Home who have no family support. Our latest programs include Technology Training, Line Dancing, Tai Chi Soft Ball Dance, and Conversation Circle. I enjoy PAL Conversation Circle because you get a chance to visit with someone from another culture, making friends, as well as giving them an opportunity to practice English. We are hoping to expand this program to other cultures as well

Our PAL Café opened in March, and it is so nice to see people drop in for coffee/tea and a muffin. Janice Lukes joins us on the 3rd Monday of the month, just to say hi and visit with everyone.

Partnerships: We have developed a wonderful partnership with the Winnipeg Chinese Seniors Association (WCSA). We have offered them a desk in the front office, as they have no office space of their own. We share some of our programs, and they have become sponsors of PAL. We also include the Sri Lankin Seniors of Manitoba in our special events and are looking forward to even more partnerships with other cultures in the future.



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It has been a pleasure to work with the board of Whyte Ridge Community Centre, as we adjust to the new digs. They support us as much as possible, and we do the same. The first day they added our name to the digital sign outside we had 3 people walk in to become members!

Volunteers: None of this would happen without the support of these awesome members who go above and beyond: helping at events, bringing people with them to programs, offering their time, skills, energy...even their cars for carpooling! It is sincerely a pleasure to work with you all.

Volunteer hours for 2021 -2022 were: 4421.15

Sincere thanks to all our community supporters and politicians: Janice Lukes, Terry Duguid, John Orlikow, Obby Khan, and Markus Chambers.

Our PAL board really stepped up as well. Whenever we needed something done from programs to social media to paperwork to encouraging emails to fixing the canteen tables.... I could count on them!

Fall Programs: New programs will be starting in the Fall: Music Appreciation, Alzheimer Caregiver support group, and an Adult Day Program every Monday for isolated seniors called Take 5 Monday. Our regular programs will continue, and I would like to thank our dedicated instructors for the awesome job they have done this year: Monique Bohemier, Andrea Robin, Suni Mathews, Christy Rae, and Eleanor Single.

Special thanks to Tenille Wilson, our Administrative Assistant, who stepped up and took on sharing the Volunteer Program Coordinator position with me. Whenever things got tough, Tenille would remind me that this is a transition year, and that was much appreciated!

The future of PAL is looking bright, and I am so honoured to be part of it!

Respectfully submitted by Susan Fletcher, Executive Director, May 2022



Governance Report for 2021-2022

The WRHA requested that all senior centres have a Policy and Procedure in place in the event of a pandemic, therefore, PAL has developed “*Policies and Procedures –for a Pandemic*”.

Future topics Governance will look at next year will be:

Review By-Laws re:

- Recruitment of new board members
- Human Relations policy
- Records Retention policy to ensure that all relevant records and documents are collected, stored and/or destroyed, as needed

Respectfully submitted by Bob Newman, Vice President, May 2022



COMMUNICATIONS REPORT

Thanks to the very dedicated members of the Communications Committee, for the work they do and for the amount of support they provide for many of PAL (55+) activities and events.

Margaret Wilcock
Robin Sukhan
Narinder Singh

Activities of the Committee

- ✓ distributed a weekly email blast to PAL (55+) members and contacts on a weekly basis.
- ✓ created and published the *PAL PULSE* newsletter as well as solicited and invoiced advertisers (Winter 2021, Spring 2022);
- ✓ wrote articles about PAL (55+) for publication in various community newspapers and newsletters.
- ✓ organized and maintained the PAL (55+) photographic archives.
- ✓ reviewed our online presence which included looking at the structure and appearance of the website. Websites.ca was hired to design and transfer content. Our new website launched on March 25, 2022.
- ✓ added our presence to Facebook and Instagram, and added videos to our YouTube channel, all of which can be accessed through our new website.

Narinder Singh, IT Support was trained in a new Customer Relationship Management (CRM) system. This new system has allowed us to:

- Maintain information for members, non-members and businesses;
- Allow online applications for membership;
- Complete program registration and online payment;
- Record Fundraising initiatives and donor payments;
- Manage volunteer assignments and time;
- Send email blasts;

Respectfully submitted by Marla Olinyk, Chair, May 2022



FINANCIAL REPORT FOR FISCAL YEAR ENDING
MARCH 31, 2022
BALANCE SHEET

Pending



FINANCIAL REPORT FOR FISCAL YEAR ENDING
MARCH 31, 2022
INCOME STATEMENT

Pending



Pembina Active Living (PAL55+)
Minutes of the 2021
Annual General Meeting
June 17, 2021 – 1:00 P.M.
Video Meeting

Declaration:

“That this PAL (55+) Board Meeting is being held on original lands of Anishinaabe, Cree, Oji-Cree, Dakota, and Dene peoples, and on the homeland of the Métis Nation. We respect the Treaties that were made on these territories, we acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities in a spirit of reconciliation and collaboration.”

1. **Welcome:** Bob Roehle welcomed the members and guests to the meeting by reading the Indigenous Accord.
2. **Call to Order:** Bob Roehle called the meeting to order at 1:00 p.m.
3. **Approval of the Agenda:** As there was no additions or changes to the agenda a motion was made by Bill Ghostkeeper and seconded by Tony Zienkiewicz to approve the agenda as distributed. The motion was carried.
4. **Adoption of the 2020 AGM Minutes: Moved by** Tony Zienkiewicz, seconded by Bob Newman to accept the minutes of the 2020 AGM be adopted as presented. The motion was carried.
5. **In Memoriam:** Bob Roehle called for a moment of silence in memory of the PAL members who have passed over the year. The names of the members are:
 - Roger Hall 2020
 - Sylvia Pryhitko 2020

Chris Magura from WRCC welcomed PAL (55+) members to our new home on behalf of the Whyte Ridge Community Centre (WRCC) board. He described the WRCC property, facilities and location for members. He did a PowerPoint presentation and talked about the new additions that have been added to the outside areas, especially the calisthenics gym. He encouraged participants to look at the WRCC website for more information at [www. Whyteridge.ca](http://www.Whyteridge.ca)



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Jerry Johnstone gave us a sneak peak to our new home at WRCC. He showed pictures of the building and grounds area. He also showed the proposed design of the interior areas that PAL will be using. He explained the long approval process for the rental agreement between PAL (55+) and WRCC.

City Councillor Janice Lukes joined the AGM and mentioned that PAL (55+) would have access to \$171,334.00 from the city as a result of the sale of land behind Smitty's Restaurant on Pembina Highway.

The funds are to be used for specially identified projects in the future.

By-law Amendments:

By-law 6:01 Quorum.

Motion that the quorum for the PAL (55+) AGM be changed from 40 members to 25 members.

Moved by Wendy Memryk and seconded by Bill Ghostkeeper. Motion carried.

By-law 7:05 Signing Authority.

Motion that the Executive Director be added as a signing authority and that the word "cheques" be changed to "expenses paid". Moved by Wendy Memryk and seconded by Janice Handford. Motion carried.

By-law 8:01. Standing committees of the Board

A motion was made that the committee for Fundraising be added as a Standing Committee with a chaired by a non-board member who would report directly to the board Moved by Lou Guay and seconded by Bill Ghostkeeper.

Following much discussion, the motion was defeated.

Motion defeated.

6. **2019-20 Financial Statements:** Treasurer Wendy Memryk reported on the 2020-21 Financial statements. Wendy moved acceptance of the report, seconded by Tony Z. The motion was carried.
7. **Appoint a Reviewer for 2020-21 Financial Statements:** Treasurer Wendy Memryk moved the firm of Reid & Miller again be appointed as reviewer of the 2020-21 financial statements; this was seconded by Bob Newman. The motion was carried.



Val Slater (informal Chair of the Fundraising Subcommittee) talked about making donations to PAL (55+) using Canada Helps and their Great Canadian Giving Challenge. Some members have already made donations.

8. **President's Report:** The President's report was submitted in writing and is attached to the Annual Report document. The report was filed for information.
9. **Executive Director's Report:** The Executive Director's report was submitted in writing and was attached to the Annual Report. Discussion followed, and the report was accepted and filed as information. Alanna Jones thanked Tenille Wilson for working so well during the pandemic where all of the work needed to be done from home. She also thanked Rachel (Practicum Student) for her work during the past months.
10. Discussion and Question Period: No questions.
11. **Election of Directors:** Bob Roehle and Jerry Johnstone have indicated that they will both be stepping down from the board this year. Jerry will continue to chair the Facilities during the rental negotiations and renovation period.

Board Nominations: Tony Zienkiewicz, Marla Olinyk & Margaret Wilcock were nominated to the PAL (55+) board. All accepted. All were approved as board members.

12. Presentation of the 2021-22 Board of Directors: The following are the new PAL (55+) board:
 - Sandra Sukhan
 - Bob Newman
 - Tony Zienkiewicz
 - Wendy Memryk
 - Lou Guay
 - Carol Robson
 - Janice Handford
 - Bill Ghostkeeper
 - Dale Shantz
 - Marla Olinyk
 - Margaret Wilcock



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Many thanks to Bob Roehle and Jerry Johnstone for their years of work on the PAL (55+) board.

13. **Adjournment:** Tony Zienkiewicz made a motion to adjourn the meeting at 2: 45 p.m.

The 2021 AGM minutes of June 17, 2021 have been recorded and respectfully submitted by Dale Shantz, PAL (55+) Recording Secretary.