

Winnipeg Military Family Resource Centre Record of Discussions – Annual General Meeting 2023

Location: Via Zoom

Date: 27 June 2023

In Attendance - Board:

Stephanie Gillis-Bodnar, *Chairperson*

Bettina McCulloch-Drake, *Secretary*

Pamela Kostyuckencko, *PAG Rep*

Melanie Maher, *Member-at-Large*

Allison Payne, *MFRC Executive Director*

Dylan Lee, *Vice-Chairperson*

Fiona Li, *Treasurer*

Audrey Cochrane, *Member-at-Large*

CWO Phillippe Cousineau, *17 Wg Comd Rep*

Regrets / Excused:

Corina Wappler, *Member-at-Large*

Vacant, *Member-at-Large*

Vacant, *Community Policing Rep*

Amanda Nuttall, *Nurse School Rep*

Matt Hamilton, *PSP Rep*

Vacant, *CAF Transition Group Rep*

1.0 Call to Order:

The 2023 Annual General Meeting for Winnipeg Military Family Resource Centre (WMFRC) was called to order at 6:10 p.m. with quorum being declared.

2.0 Land Acknowledgement, Welcome & Opening Remarks:

The Chairperson recognized that the Winnipeg MFRC provide services, programs and support to military members and their families on the ancestral lands of the Anishinaabeg, Cree, Oji-Cree, Dakota and Dené peoples and on the traditional homeland of the Métis Nation. She also recognized that the Thunder Bay MFRC provides services, programs and support to military members and their families on the traditional lands of the members of the Fort William First Nation, signatories to the Robinson-Superior Treaty in 1850, and the Métis people.

3.0 Introductions:

The Chairperson welcomed and introduced the following guests to the WMFRC Board of Directors and members of the military community attending the meeting:

- a. Chief Warrant Officer Phillippe Cousineau, 17 Wing CWO
- b. Reid and Miller Chartered Accountants
- c. Len Isleifson, MLA & Manitoba Special Envoy for Military Affairs
- d. Anne Marie Healey, Manitoba Military Affairs Coordinator
- e. George Abelev, iRangers

The Chairperson also introduced the WMFRC Executive Director and members of the Board of Directors to all guests and attendees.

4.0 Address by CWO Cousineau:

CWO Cousineau thanked the Chairperson for the warm welcome and greeted all in attendance. He also expressed his thanks to everyone supporting the military and military families. Finally, he announced that he will be the 17 Wing ex-officio member for the Board effective 27 June 2023.

5.0 Review and Approval of Meeting Agenda:

A motion was made to accept the agenda as reviewed.

Motion by: Melanie Maher
Seconded by: Leo Lee
Results of Vote: 14 voted in favour, 0 opposed, 0 abstained

6.0 Review and Approval of Minutes:

It was motioned that the minutes from the 2022 Annual General Meeting be approved as reviewed.

Motioned by: Bettina McCulloch-Drake
Seconded by: Fiona Li
Results of vote: 12 voted in favour, 0 opposed, and 2 abstained

7.0 Presentation & Approval of Audited Financial Statements 2022/2023

MFRC Childcare Centre - Michelle Moore presented the Independent Auditor's Report for the MFRC Childcare Centre.

Further details relating to these statements can be obtained through the WMFRC.

A motion was made to accept the 2022-2023 Audited Financial Statements for the MFRC Childcare Centre as presented.

Motioned by: Audrey Cochrane
Seconded by: Melanie Maher
Results of vote: 12 voted in favour, 0 opposed, 2 abstained.

Winnipeg MFRC – The Auditor’s report on the 2022-2023 financial statements for the Winnipeg MFRC were presented.

Further details relating to these statements can be obtained through the WMFRC.

A motion was made to accept the 2022-2023 Audited Financial Statements for the Winnipeg Military Family Resource Centre as presented.

Motioned by: Carole Matiowsky
Seconded by: Dylan Lee
Results of vote: 13 in favour, 0 opposed, 1 abstained.

8.0 Annual Report 2022-2023

Allison Payne, the WMFRC Executive Director, opened her remarks with thanks to all the staff and volunteers who helped to produce the report. She also thanked the staff at the Thunder Bay Satellite Office.

After voicing her appreciation to staff and volunteers, Allison proceeded with summarizing the 2022-2023 year.

- The WMFRC has hired Jessica Jones as the Client Care Coordinator.
- WMFRC Staff are key to providing one-on-one services to military members and military families.
- Spousal employment remains a challenge. A self-serve, spousal employment hub may be found on the Canadian Forces Morale and Welfare Services (CFMWS) website at <https://cfmws.ca/support-services/employment>.
- Second language learning is currently supported using Rosetta Stone licenses.
- Child and youth mental health needs continue to be addressed. Stefy Reed and Jenny Brennan collaborated on the development of a youth survival kit.
- The requirement for affordable and accessible childcare continues to be a concern for many families. Winnipeg’s MFRC Childcare Centre, now under the direction of Kendra Martin, supports the care of 123 children per annum. The Nursery School also ran at full capacity.
- Later in the year, the WMFRC hired Tamika Reid to be the Community Services Advisor and the Veteran Family Program Coordinator. Tamika is currently developing programs to assist people with separation due to military service and to facilitate reintegration.

8.0 Annual Report 2022-2023 (Cont'd)

Allison's presentation also included the following points:

- The WMFRC Family Liaison Officer, Kim Smyrski, assisted 69 clients this year and has undertaken the responsibility to provide professional development and support to Transition Centre members. She also assisted two military families with emergency funding this past fiscal year.
- Stefy Reed, our Child & Family Social Worker has assisted 94 clients this fiscal year. She has also noted an increase in demand for services from couples.
- The definition of family is expanding beyond blood relatives and married/common-in-law relations. Families now include anyone a CAF member considers to be family including close friends.
- The Strategic Planning sessions held with Harris Leadership Strategies earlier in the year were successful in highlighting five priorities, identifying strategic gaps, and reaffirming the need to leverage community resources and engage in further outreach.

At the conclusion of Allison's remarks, Stephanie thanked her for her dedication to the organization and for all her hard work. The WMFRC Administrative Assistant, Second Language Training Coordinator and Receptionist, Carole Matiowsky, was also commended for her hard work and flexibility.

A motion was made to accept the WMFRC Annual Report for the 2022-2023 fiscal year as presented.

Motioned by: Carole Matiowsky
Seconded by: Jim Sandall
Result of vote: 13 in favour; 0 opposed; and 1 abstained.

9.0 Election of Board Members

There were no new Board members elected during the AGM. New members brought onto the board since the last AGM were nominated and accepted through acclamation. All members of the Board were introduced.

The following individuals were recognized for their contributions to the Board over the past year: Katy Wedgwood (former Chairperson), Matt Janes (former Childcare Centre representative), and former Members-at-Large Jolene Tod, Sarah O'Brien, and Kylee Van Zeyl. A special thank you was reserved for Irene Wyrozub who has served as the Thunder Bay Advisory Council Representative for over six years.

10.0 Old Business

There was no old business outstanding from the last Annual General Meeting.

11.0 New Business

11.1 Appointment of Auditor for 2023-2024 Fiscal Year

A new auditor will need to be appointed. Anyone can bring forward a recommendation for the Board of Directors' consideration.

A motion was made to appoint a new auditor for the 2023-2024 fiscal year.

Motioned by: Melanie Maher
Seconded by: Corina Wappler
Result of votes: 13 in favour; 0 opposed; 1 abstained.

11.2 Approval of Board of Directors Actions

A motion was made to approve the actions of the Board of Directors during the 2023-2024 fiscal year on behalf of the WMFRC community.


Motioned by: Melanie Maher
Seconded by: Corina Wappler
Results of votes: 12 in favour; 0 opposed; 2 abstained.

12.0 Open Discussion

There was no additional points of discussion brought forward.

13.0 Final Words

The Chairperson thanked everyone for attending the AGM and wished everyone a good evening. The meeting was then adjourned at 8:12 p.m.

Minutes Prepared by:	Bettina McCulloch-Drake, Secretary
Secretary Signature:	

Minutes Approved:		
	Stephanie Gillis-Bodnar, Chairperson	Dylan Lee, Vice-Chairperson
	Date:	Date:

Minutes reviewed by Executive Director

Minutes Reviewed:	
	Allison Payne, ED (as review only; not approval of the minutes)
	Date:

Action: As the meeting was being conducted via virtual medium, the minutes will be signed by the Secretary, Chairperson and Vice-Chairperson, and ED (via email/SharePoint) and put into record. This item will be uploaded to Basecamp for reference.

Annex A – Financial Statements

Annex A – Financial Statements



Annual General Meeting 2023 **Assemblée générale annuelle**

Total Attended - 27

Last Name	First Name	Voting Eligibility	Category	Notes
Allan	Lindsay	Yes	Community	
Cochrane	Audrey	Yes	Community/Board	
Cousineau	Philippe	Yes	Community/Board	
Gillis-Bodnar	Stephanie	Yes	Community/Board	
Jones	Jessica	Yes	Community/Staff	
Kostyuchenko	Pamela	Yes	Community/Board	Attended, but left before the official start
Lee	Leo	Yes	Community	Attended, but left before voting
Lee	Dylan	Yes	Community/Board	
Li	Fiona	Yes	Community/Board	
Maher	Melanie	Yes	Community/Board	
Matiowsky	Carole	Yes	Community/Staff	
McCulloch-Drake	Bettina	Yes	Community/Board	
Reid	Tamika	Yes	Community/Staff	
Sandall	Jim	Yes	Community	
Spence	Joanne	Yes	Community	Joined in at motion # 3
Wappler	Corina	Yes	Community/Board	

Summary		
Community	4	*all voting
Board	9	*all voting
Staff	10	*3 voting
Auditor	1	
Guest	3	
	27	

Total voting 16

Abelev	George	No	Guest/iRangers	
Brennan	Jenny	No	Staff	
Camaclang	Marilyn	No	Staff	
Healey	Anne Marie	No	Guest/Government of Manitoba Military Affairs	
Isleifson	Len	No	Guest/Government of Manitoba Military Affairs	
Martin	Kendra	No	Staff/CCC Director	
Moore	Michelle	No	Guest/Auditor	
Payne	Allison	No	Staff/ED	
Peters	Brigitte	No	Staff	
Reed	Stefy	No	Staff	
Smyrski	Kim	No	Staff	

Total non-voting 11