

**Board of Directors Meeting  
Shilo MFRC  
Minutes  
October 29, 2025**

Name	Position	Attendance
NICOLE BLANCHETTE	Chair	Present
EVAN ROBICHAUD	Vice-Chair	Virtual
MARY O'CALLAGHAN	Treasurer	Present
CATHERINE COLE	Secretary	Virtual
MEGAN NOCQ-MACRAE	Member	Regrets
JACQUELINE BEATTY	Member	Present
DON THOMSON	Member	Regrets
SYDNEY NAULT	Member	Present
ROB LAVIN	Executive Director	Present
LT PEYTON HABRAKEN	Ex – Officio Base	Regrets
LT MITCHELL SMART	Ex-Officio 1RCHA	Regrets
CAPT LYNCH	Ex-Officio 2PPCLI	Present
CHRIS CABLE	Daycare Director	Present
KAILEN HARTE	Assistant Daycare Director	Regrets

Item	Agenda	
1.	<b>Call Meeting to Order</b>	
	Meeting called to order at 17:38 pm	
2.	<b>Introductions</b>	
	<p>Welcome</p> <ol style="list-style-type: none"> <li>1. Interviewed potential board members present for meeting</li> <li>2. Dwight (RBC) present in meeting Virtually to discuss surplus in budget and give recommendations for same re investments. Investment coming due on Nov 7<sup>th</sup></li> <li>3. Mel- potential new board member in attendance for meeting</li> </ol>	
3.	<b>Agenda</b>	
	<ol style="list-style-type: none"> <li>1. <b>Motion</b> to approve the agenda as presented from 29 October 2025. <ol style="list-style-type: none"> <li>a. motion: Nicole Blanchette</li> <li>b. second: Jacqueline Beatty</li> <li>c. All in favour</li> </ol> </li> </ol>	Motion Carried

4.	<b>Previous Minutes</b>	
	1. <b>Motion</b> to approve the meeting Shilo MFRC BoD Meeting Minutes 25 September 2025 : a. Motion: Nicole Blanchette b. second: Mary O’Callaghan c. All in favour	Motion Carried
5.	<b>Old Business</b>	
	1. <u>Outstanding from Previous Minutes:</u> a. Strategic Planning i. To schedule another strategic planning session with board and staff. Possibly in February. Facilitated through WestCan- Rob to obtain quote  2. <u>Emailed Motions:</u>	
6.	<b>Committee Updates</b>	
	1. <u>Executive / Advisory Committee Updates:</u> a. Board Applicants  2. <u>Finance Committee Updates:</u> a. September package 1. Motion to Approve September Package as presented: Mary O’Callaghan 2. Second by: Jacqueline Beatty 3. All in favour b. Investment Renewal 1) Motion to invest \$216,588 plus any interest payable at time of renewal in a 5 year GIC fixed rate.: Mary O’Callaghan 2) Second: Catherine Cole 3) All in favour c. MFS Budget 26-27 1) Motion to approve MFS Budget as presented: Mary O’Callaghan 2) Second: Jacqueline Beatty 3) All in favour d. MFS Q2 Financial Report 1) Motion to approve MFS Q2 Financial report as presented: Nicole Blanchette	<div>Motion Carried</div> <div>Motion Carried</div> <div>Motion Carried</div>

	<p>2) Second: Catherine Cole</p> <p>3) All in favour</p> <p>3. <u>Child Services Committee Update:</u></p> <p>a. ISP Update</p> <p>1) ISP support from province to come in</p> <p>b. Transportation update for Ecole la Source</p>	Motion Carried
7.	<b>New Business</b>	
	<p>1. <u>Recognition</u></p> <p>a. <a href="#">Early Learning Centre Staff</a></p> <p>2. <u>Correspondence</u></p> <p>a. <a href="#">Message from CDS</a></p> <p>b. <a href="#">Q3 Funding Notification</a></p> <p>c. <a href="#">MVFSP Funding Process</a></p> <p>d. <a href="#">Compliance &amp; Assurance confirmation</a></p> <p>e. <a href="#">Board Training: MFS Empower your Board</a></p> <p>3. <u>Miscellaneous</u></p> <p>a. Spookghetti luncheon – United Way</p> <p>b. Indigenous Veterans Day Nov. 7th</p> <p>c. Board Member Resignation</p> <p>d. MOU 6.4.9: CO, ED, Board Chair (Must meet quarterly for discussion set for – Nov 6 @1100)</p>	
8.	<b>Daycare Report</b>	
	<p>1. Report Review</p> <p>a. Waiting List update:</p> <p>142 on list in total</p> <p>1. 104 military</p> <p>2. 11 MFRC-NPF- Civilian DND</p> <p>3. 1 MFRC ECE employee</p> <p>4. 27 Civilian</p> <p>ii. unborn</p> <p>iii. 71 infant</p> <p>iv. 52 preschool</p> <p>v. 13 school age</p> <p>b.</p>	
9.	<b>ED Report</b>	
	1. Report Review	
10.	<b>Ex-Officio Reports</b>	

	<ol style="list-style-type: none"> <li>1. CFB Shilo: <ol style="list-style-type: none"> <li>a. Nil</li> </ol> </li> <li>2. 1 RCHA: <ol style="list-style-type: none"> <li>a. Nil</li> </ol> </li> <li>3. 2 PPCLI: <ol style="list-style-type: none"> <li>a. Nil</li> </ol> </li> </ol>	
11.	<b>Round Table</b>	
	<ol style="list-style-type: none"> <li>1. Volunteer hours- Please send to vice chair</li> <li>2. Next Meeting – 26 November 2025 at 1730</li> <li>3. Can we ask the units for funding and not just CFB Shilo Base Side? <ol style="list-style-type: none"> <li>a. For 1 RCHA if it specifically benefits those members</li> </ol> </li> <li>4. Nicole: Maybe working with Carla to re-vamp our board application process. To streamline it, update interview questions. Possibility of forming a committee to tackle this possibly.</li> <li>5. Adding Sydney Nault to child services committee- to get into contact with Chair head Megan to set this up</li> </ol>	All Members
12.	<b>In Camera</b>	
	<ol style="list-style-type: none"> <li>1. In camera: 1950</li> <li>2. Out of camera at 1957</li> <li>3. Motion to approve a one-time bridging incentive for ELCC Assistant Director II, while finishing schooling for ELCC AD III: Nicole Blanchette <ol style="list-style-type: none"> <li>a. Second: Evan Robichaud</li> <li>b. All in favour</li> </ol> </li> </ol>	Motion Carried
13.	<b>Adjournment</b>	
	<ol style="list-style-type: none"> <li>1. <b>Motion</b> to adjourn meeting at 20:03 pm. <ol style="list-style-type: none"> <li>a. motion: Nicole Blanchette</li> <li>b. second: Catherine Cole</li> <li>c. All in favour</li> </ol> </li> </ol>	Motion Carried

Signed,

Nicole Blanchette \_\_\_\_\_  
Board Chair  
Shilo MFRC Board of Directors

Catherine Cole  
Secretary  
Shilo Board of Directors

**Shilo Military Family Resource Centre**  
**PO Box 5000 Stn Main**  
**Building T-114**  
**Shilo, MB R0K 2A0**



Date Approved: