

THURSDAY, OCTOBER 27, 2022

MINUTES

Date: Thursday, October 27, 2022

Location: ZOOM Meeting

Present: Chris Mayne, Chair
 Mark King, Vice Chair
 Sherry Culling
 Robert Corriveau
 Gail Degagne

Staff: Angie Punnett, Administrator
 Billy Brooks, CFO
 Dave Smits, Project Manager
 Julie Pilkey, Recording Secretary

Regrets: Dave Mendicino

Guests: Monique Peters, Family Council

	ITEM	ACTION
A.	CALL TO ORDER	
	<p>RECORDED MEETING</p> <p><i>“Moved by Gail Degagne and seconded by Bob Corriveau that the meeting be called to order at 5:07 p.m.”</i></p> <p>Res. #94-22 <u>Carried</u></p>	
	1. Approval of Agenda	
	<p><i>“Moved by Sherry Culling and seconded by Gail Degagne that the Board approved the Agenda for this meeting, as presented.”</i></p> <p>Res. #95-22 <u>Carried</u></p>	
	2. Conflict of Interest	
	<p><i>“Moved by Robert Corriveau and seconded by Sherry Culling that no Board Members present have declared a conflict of interest.”</i></p> <p>Res. #96-22 <u>Carried</u></p>	
	3. Approval of Minutes	
	<p>3.1 Approval of Minutes of the Regular Meeting held on October 22, 2022</p> <p><i>“Moved by Gail Degagne and seconded by Sherry Culling that the minutes of the Regular Board Meeting, held on October 22, 2022, be adopted as presented.”</i></p> <p>Res. #97-22 <u>Carried</u></p>	

4. Business Arising

4.1 COVID-19 Update

Angie provided an update noting there was an Covid Outbreak on Maple Street and it ended on Oct 14/22. 40 residents with B1 variant and 2 deaths. A 2nd outbreak was declared on 3rd Floor on Oct 21/22. All residents on 3rd have been tested. N95 masks and goggles are required to enter that floor. All staff must be vaccinated to work during a covid outbreak.

5. New Business

5.1 Mission, Vision and Values

Item deferred until the end of November. Chris, Angie and Gail to meet.

6. Redevelopment Update

6.1 Construction Update *(Dave Smits)*

The Percon report is included in package.

Dave provided a redevelopment update noting piling is progressing well. No complaints with noise. Parking lot in the back is paved and has solved some of the parking challenges. Signage to be installed to identify handicap/fire routes. New lighting to be installed in back parking lot and security cameras.

Discussed the proposed change for fire and combination fire/smoke dampers.

Looking at pricing to design a mock-up of one private room and bathroom. This room will be set up in the auditorium identifying location of furniture, fixtures, outlets, etc.

Discussed prepaying for items such as doors, etc. to get the better price and then storing until needed.

Phase 1 is on target to be completed mid-February of 2024. Dave continues to look at credits and cost savings.

Billy to provide a spreadsheet to show interest rates for construction/completion and financing options.

7. Operations

7.1 Cassellholme – Operations Update

Angie noted the Ministry of Labour was in and completed an Infection Control Audit. One written order for storage of PPE on one of the units.

Ministry of Health and Long-Term Care came were in to review critical incidents regarding door mechanisms.

Human Resources started a virtual Job Fair today through Indeed, using Zoom. Housekeeping and Food Services has a good turn-out. There is an ongoing shortage of registered staff.

Management and the Leadership team are attending training over the next 4 months and setting goals.

7.2 Financials

Billy provided a presentation for the Budget.

It was suggested to have a meeting with the municipalities to review financials. Wait until the end of November or beginning of December for the new councils and mayors.

7.3 Q3 Budget to Actuals – July 1/22 – September 30/22

“Moved by Mark King and seconded by Sherry Culling that the Board approve the Q3 Budget to Actuals for July 1/22 – September 30/22, as presented.”

Res. #98-22

Carried

	<p>7.4 Redevelopment Capital Budget</p> <p><i>“Moved by Robert Corriveau and seconded by Gail Degagne that the Board approve the Redevelopment Capital Budget to Actual results from commencement to September 30/22 as presented. Noting the currently forecasted interest-only capital payments during the construction period and forecast capital payments for principal and interest payments.”</i></p> <p>Res. #99-22 <u>Carried</u></p> <p>7.5 Community Support Services –Q2 Budget to Actuals</p> <p><i>“Moved by Sherry Culling and seconded by Robert Corriveau that the Board approve the 2022/23 Community Support Services Q2 Budget to Actual results, as presented.”</i></p> <p>Res. #100-22 <u>Carried</u></p>	
B. CORRESPONDENCE		
	No correspondence noted	
C. REQUEST FOR FUTURE AGENDA ITEMS		
	No items noted	
D. DATE OF NEXT MEETING		
	Thursday October 27, 2022 @ 5:00 p.m. – or at the call of the Chair	
E. ADJOURNMENT		
	<p><i>“Moved by Gail Degagne and seconded by Mark King that the meeting be adjourned at 6:35 p.m.”</i></p> <p>Res. #101-22 <u>Carried</u></p>	

Secretary

Chairman