



Mountain View Seniors' Housing  
Board Meeting Minutes  
Thursday June 16, 2016  
MVSH Administrative Offices

**APPROVED**

- Members:** Director Bruce Beattie, Director Judy Dahl, Director Terry Leslie, Director Kimberly Moore, Director Jeremy Sayer, Director Meg Bigelow
- Regrets:** Director Lance Colby
- Administration:** Ralene McCulloch, Sam Smalldon
- Guests:** Joyce Wicks, Health Care Consultant  
Wayne Milaney, MVSH Project Manager  
Stacey Dick, Sundre General Manager and Sundre Project Operations

**1. CALL TO ORDER at 6:31pm by Chair Bruce Beattie**

**2. APPROVAL OF AGENDA-**

**16-037 Moved by Director Terry Leslie to accept the June 16, 2016 Agenda as presented. CARRIED**

**3. PRESENTATIONS-**

- a. Joyce Wicks- Health Care Consultant
- b. Wayne Milaney- MVSH Project Manager
- c. Stacey Dick, Sundre General Manager and Sundre Project Operations

**16-038 Moved by Director to Kim Moore to accept Joyce Wicks, Wayne Milaney and Stacey Dick presentations as approved. CARRIED**

**16-039 Moved by Director Terry Leslie to give thanks from the Board to Joyce Wicks, Wayne Milaney and Stacey and all their teams for all their hard work during the move into the new Sundre Facility. CARRIED**

**4. APPROVAL OF MINUTES**

- a. Regular Meeting March 17, 2016

**16-040 Moved by Director Jeremy Sayer to approve March 17, 2016 Minutes as presented. CARRIED**



## 5. BUSINESS ARISING FROM MINUTES

- a. **MVSH- Sundre Project and Transition Planning Update-** On Budget and Early Completion.
- b. **Sundre Open House and Grand Opening Events-** June 23, 2016 Open House and September 16, 2016 Grand Opening
- c. **Summary and Follow-up for May 28, 2016 Board Planning Retreat-** Sam presented the update. The summary is in the agenda package.
- d. **Board Meeting with Minister of Seniors and MLAs-** start the process and initiate the conversation.
- e. **Application for new Horizons for Seniors –Federal Program Grant-** we have sent someone to their training program to write their grant. So we will be ready for the next round.
- f. **Application for CMHC Planning Grant – 2015 and 2016-** Sam presented the update.
- g. **Application for Field Law Grant- MVCU Sponsored “Teen Teach”-** Sam presented the information.
- h. **Smoking Issues at Olds MVL-** Sam presented the update. We have no solution yet and will continue to work on the solution.

**16-041 Moved by Director Meg Bigelow to accept all the business arising from minutes as presented. CARRIED**

## 6. COMMITTEE REPORTS

- a. **Building Committee – last met June 9, 2016-** Director Kim Moore gave the Building Committee Report.

**16-042 Moved by Director Jeremy Sayer to accept the Building Committee Report as presented. CARRIED**

- b. **Finance Committee- last met June 9, 2016-** Committee Chair Jeremy Sayer gave Finance Committee Report.

**16-043 Moved by Director Meg Bigelow to accept the Finance Committee report as presented. CARRIED**



- c. **Personnel Committee – last met May 30, 2016-** Committee Chair Terry Leslie presented the report.

**16-044 Moved by Director Terry Leslie to accept the Personnel Committee Report as presented. CARRIED**

- d. **Foundation Report- last met January 13, 2016-** Executive Director Ralene McCulloch gave the report.

**16-045 Moved by Director Kim Moore to accept the Foundation Report as presented. CARRIED**

## **7. NEW BUSINESS**

- a. MVSH Bylaws and Committee Terms of Reference- Sam presented the information.

**16-046 Moved by Director Jeremy Sayer to approve the MVSH Bylaws and Committee Terms of Reference as presented. CARRIED**

- b. July 1, 2016 Merit Pay Increase for Staff-

**16-047 Moved by Director Terry Leslie to approve the July 1, 2016 Merit Pay Increase for Staff as presented. CARRIED**

- c. Permanent Financing for Sundre Facility- Sam presented the information

**16-048 Moved by Director Jeremy Sayer to approve financing from MVCU for 5year for 3.5% financing for \$17,000,000.00 for the Permanent Financing of the Sundre Facility. CARRIED**

- d. 2016 Alberta Seniors Housing Budgets- Sam presented the information

**16-049 Moved by Chair Jeremy Sayer to recommend to the Board to approve the 2016 Alberta Seniors Housing Budget of \$946,968.00. CARRIED**

- e. 2016 Capital Budgets- Sam presented the information

**16-050 Moved by Director Judy Dahl to approve the 2016 Capital Budgets at \$555,000.00 as presented. CARRIED**

- f. Q1 2016 Draft Financial Statements- Sam presented the information



**16-051 Moved by Director Jeremy Sayer to accept the Q1 2016 Draft Financial Statements as presented. CARRIED**

- g. 2016 Budget Management - Sam presented the information
- h. 2017 Budget Development- Sam presented the information
- i. Alberta Housing Program Market Rates- Sam presented the information

**16-052 Moved by Director Terry Leslie to accept that the Alberta Housing Program Market Rates stay the same level as 2015 and the Maximum Rental Rate for SSC is \$650 as presented. CARRIED**

- j. Facility and Site Planning – CWL, MVL and ARL- Sam presented the information. Carstairs Lodge being 1<sup>st</sup> Priority as discussed at the Board Retreat.

**16-053 Moved by Director Kim Moore to approve the CAO enters into an agreement with the Provincial Government as project manager for Foothills Lodge Sundre. CARRIED**

- k. Sundre Foundation “Naming” Opportunity- Sam presented the information
- l. Provincial Legislative and Regulatory Reviews- Sam presented the information
- m. MVCU Golf Tournament – July 7, 2016- Sam presented the information

**16-054 Moved by Director Jeremy Sayer to support a team of 4 for the MVCU Golf Tournament on July 7, 2016. CARRIED**

- 8. **CHAIRMAN’S REPORT**- no official report.
- 9. **CAO’S REPORT (written report on Share Point)**- please see on Sharepoint

**16-055 Moved by Director Terry Leslie to accept the Chairman’s Report and Cao’s Report as presented. CARRIED**

- 10. **CORRESPONDENCE**
  - a. **Two Letters of Concern about Annual Rent Increases in Seniors Self Contained Program –**
  - b. **Letter from Alberta Health Services for Home Care/ Nursing Home Legislation Review-**



**c. Letter from Alberta Seniors for Affordable Housing Strategy Review**

- d. Letter from Community Housing Resident to Appeal Pet Policy-** Sam presented the information. A list of a few items of things she can do. Get a legal opinion on it. Check with the Town of Olds and meet the new standards. Needs rental insurance. Concerns of Potential of damage, liability if a dog attacks, setting pressadents.

**16-056 Moved by Director Terry Leslie to accept the Letter from Alberta Health Services for Home Care/ Nursing Home Legislation Review and Letter from Alberta Seniors for Affordable Housing Strategy Review Correspondence as information. CARRIED**

**11. PENDING**

- a. MVSH Resident and Family Satisfaction Surveys**
- b. Response from Management (in-progress)**
- c. Recommended Board Package Format Revisions**
- d. Draft Communications Policy**
- e. Board Policy Reviews**

**12. IN-CAMERA- N/A**

**13. KEY MESSAGES-** improved occupancy, HCA program that has been completed, the retreat success, Q1 Financials, Need study for Carstairs possible facility being done, Open and Grand Opening events, Opening of SL in Sundre starting July 6<sup>th</sup>, Market Rents are staying the same, \$10,000 from Gala and golf tournament.

**14. NEXT MEETING DATE- November 24, 2016 at 6:30pm unless called earlier.**

**15. ADJOURNMENT by Director Terry Leslie at 9:01pm.**

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**Chair Bruce Beattie**