

Mountain View Seniors' Housing
Board Meeting Minutes

Thursday November 19, 2015 – 6:30 pm to 9:00pm
Administrative Offices Boardroom, Olds AB

APPROVED

Members: Director Bruce Beattie, Director Meg Bigelow, Director Lance Colby,
Director Judy Dahl, Director Terry Leslie, Director Kimberly Moore,
Director Jeremy Sayer

Administration: Ralene McCulloch, Sam Smalldon,

Guests: Joyce Wicks, Health Care Consultant
Wayne Milaney, MVSH Project Manager
Clem Kuelker, Chair of Helipad Subcommittee, Rosebud Health
Foundation

1. CALL TO ORDER at 6:33pm by Board Chair Bruce Beattie

INTRODUCTIONS were made

2. APPROVAL OF AGENDA

15-069 Moved by Director Lance Colby to approve the November 19, 2015 Agenda as presented. CARRIED

3. APPROVAL OF MINUTES

a) Regular Meeting August 27, 2015

15-070 Moved by Director Meg Bigelow to approve August 27, 2015 Board Minutes as presented. CARRIED

4. Presentations

- a) Clem Kuelker, Chair of Helipad Subcommittee, Rosebud Health Foundation- Didsbury Heliport
- b) Joyce Wicks, Health Care Consultant
- c) Wayne Milaney, Project Manager

5. COMMITTEE REPORTS

- a) Building Committee – last met October 8, 2015- presented by Director Lance Colby

15-071 Moved by Director Kim Moore to accept Building Committee report as information. CARRIED

- b) Finance Committee- last met November 4, 2015 – presented by Director Jeremy Sayer

15-072 Moved by Director Kim Moore to accept the Finance Committee report as information. CARRIED

- c) Personnel Committee- last met November 2, 2015- presented by Director Meg Bigelow

15-073 Moved by Director Meg Bigelow to accept the Personnel Committee report as information. CARRIED

- d) Foundation Report – last met October 14. 2015

15-074 Moved by Director Kim Moore to accept the Foundation report as information. CARRIED

6. BUSINESS ARISING FROM MINUTES

- a) MVSH - Sundre Project and Transition Planning Update- Sam and Stacey presented the information. June - Open House, September - Grand Opening

Director Judy Dahl left the meeting at 7:50pm and returned at 7:53pm

- b) CMHC/Province of Alberta Grant of \$8.232 Million- Sam gave the update. He has filled out the application.
- c) Board meeting with Minister of Seniors and MLAs- Chair Bruce Beattie gave the update. It's important we look into getting a meeting with him in the New Year.
- d) Alberta Housing Assets – Senior Self Contained and Community Housing - -2015 Property Taxes
- e) Sundre Project Tour, Open House and Grand Opening Events – Sam will bring back dates
- f) Fall 2015 Board Planning Retreat - to be held 9 am-1 pm on November 14, 2015 at MVC Building- It was a good turn out

- g) Application for New Horizons for Seniors – Federal Program Grant- Sam gave the update. We are waiting to hear back.
Sam and Heather have applied for CMHC Seed Money Grant.

15-075 Moved by Director Terry Leslie to accept the Business Arising from Minutes as information. CARRIED

7. NEW BUSINESS

- a) MVSH Governance Bylaws and Committee Terms of Reference- Sam presented the update. And wants each of them to go back to each committee and then come back to the meeting.
- b) Life Lease Model- information for Board- Sam presented the information.
- c) Alberta Seniors Business Plan, 2016-2020- Sam presented the information.

Took a 10 minute break at 8:31pm.

15-076 Moved by Director Jeremy Sayer to approve the Alberta Seniors Business Plan, 2016-2020 as presented. CARRIED

- d) Repurposing Foothills Lodge- Sam presented the information.
- e) 2015 Benefits Review Recommendations- Chair Bruce Beattie presented the information.

15-077 Moved by Director Terry Leslie to approve the 2015 Benefits Review as recommended by the Personnel Committee as follows to correct the current premium split and remove the taxable benefit implication to our current plan. Have employees pay 100% of the premium for Short Term and Long Term Disability. Have MVSH pay 100% of the employee Extended Health and Dental Premiums. Implement a 3 month waiting period for new hires. CARRIED

- f) 2015 Audit Plan- Director Jeremy Sayer presented the information.

15-078 Moved by Director Jeremy Sayer to approve the 2015 Audit Plan as recommended by the Finance Committee as presented. CARRIED

- g) 2016 Budgets- Director Jeremy Sayer presented the information.

15-079 Moved by Director Lance Colby to approve the 2016 Operating Budget of \$12,211,700.00, the 2016 Lodge and Life Lease Prices with up to a 5% Fee Increase for Lodge Residents effective January 1, 2016, to approve the 2016 Requisition of \$1,068,900.00, a 1% Economic wage increase for staff on January 1, 2016 and a 1% merit increase for July 1, 2016, a \$250,000.00 demand loan as funding towards \$435,000.00 capital budget for 2016 and the 2016-2020 Business Plan as presented. CARRIED

- h) 2016-2020 Business Plan- Director Jeremy Sayer presented the information.

8. CHAIRMAN'S REPORT - Chair Bruce Beattie presented his report

9. CAO's REPORT (written report on Share Point)- Sam gave his verbal report

15-080 Moved by Director Judy Dahl to accept the CAO's report as presented. CARRIED

10. POLICY REVIEW

a) Board Reserve Policy-

15-081 Moved by Director Kim Moore to approve the Board Reserve Policy as presented. CARRIED

b) Board Budget Process Policy

c) Board Municipal Requisitions Policy

15-082 Moved by Director Meg Bigelow to accept the continuance of the Board Budget Process Policy and the Board Municipal Requisitions Policy as presented. CARRIED

11. CORRESPONDENCE

a) Letters of MVSH Director Appointments by Municipalities- Sam presented the information.

12. PENDING

a) MVSH 2014 Resident and Family Satisfaction Surveys – Response from Management (in-progress)

b) Governance Proposal – Unanimous Member Agreement (UMA) (on-hold)
(Developing Governance Bylaws and Terms of Reference for current Governance Model as a Housing Management Body under the Alberta Housing Act)

15-083 moved by Director Judy Dahl that the Governance Proposal – Unanimous Member Agreement to be withdrawn from the Agenda. CARRIED

13. IN-CAMERA- N/A

14. KEY MESSAGES

New Reserve Policy

Foundation Casino Fundraiser and Capital Campaign

Move in a month earlier (June)

Stacey hiring for Transition and Planning

HCA training program 13 people and moving forward

Dental Proposal for Sundre Supportive Living Facility

Life Lease 11 out of 18 Sold- next Tuesday info night

15. 2015-2016 BOARD MEETING SCHEDULE

16. NEXT MEETING DATE:

Thursday January 28, 2015

@ 6:30 PM-9:00 PM

Administration Offices, Olds AB

17. ADJOURNMENT at by 9:28pm by Chair Bruce Beattie

Chair Bruce Beattie