

**APPROVED**  
Mountain View Seniors' Housing  
Board Meeting Minutes  
**Thursday March 19, 2015 – 6:30 pm to 9:00pm**  
**Administrative Offices Boardroom, Olds AB**

**Members:** Director Bruce Beattie, Director Meg Bigelow, Director Judy Dahl, Alternate Dean Allan, Director Terry Leslie, Director Kimberly Moore, Director Jeremy Sayer

**Regrets:** Director Lance Colby

**Administration:** Lisa Snyder, Sam Smalldon,

**Guests:** Colleen Sharp, Auditor – Collins Barrow Red Deer LL  
Debra Steiger, MVSH Controller  
Cathy A. Hutchinson, RN, MVSH Director of Care  
Wayne Milaney, MVSH Project Manager  
Susan Read, MVSH Site Administrator at MVL

**1. CALL TO ORDER** – Meeting called to order at 6:36 pm.

**2. Presentations**

- a) Susan Read, Site Administrator at MVL – ASCHA Laura Crawford Scholarship – Congratulations from the Board to Susan for her achievements.
- b) Colleen Sharp, Auditor – Collins Barrow Red Deer LLP

The Board expressed interest in having an in-camera session for an exit interview with the Auditor early in the meeting so that the Auditor may be excused from the remainder of the meeting.

**15-013** Move by Director Judy Dahl to move the meeting “In Camera” at 6:57 pm.

**15-014** Move by Director Judy Dahl to rise and report from “In Camera” at 7:05 pm.

- b) Cathy Hutchinson, RN Director of Care – Concern for change from block funding to activity based funding with restrictive allotted times for Seniors' needs, needs to be brought before the Minister of Health.
- c) Wayne Milaney, Project Manager – Sundre project on time and on budget at this time.

**3. APPROVAL OF AGENDA**

**15-015** Moved by Director Terry Leslie to approve the agenda as presented. CARRIED

#### **4. APPROVAL OF MINUTES**

- a) Regular Meeting January 29, 2015 (Changes to spelling of Alternate Dean Allan's name and it was noted that Director Jeremy Sayer was not on the conference call)

**15-016** Moved by Alternate Director Dean Allan to accept the minutes as amended.  
CARRIED

#### **5. COMMITTEE REPORTS**

- a) Building Committee – last met February 5, 2015 – Report presented by Terry Leslie

**15-017** Moved by Director Meg Bigelow to accept the Building Committee report as information. CARRIED

- b) Finance Committee- last met March 19, 2015 – Report presented by Jeremy Sayer.

**15-018** Moved by Director Jeremy Sayer to accept the Finance Committee report as information. CARRIED

- c) Personnel Committee- last met February 2, 2015 – Report presented by Terry Leslie.

**15-019** Moved by Director Judy Dahl to accept the Personnel Committee report as information. CARRIED

- d) Foundation (MVHF) Report – last met January 28, 2015 – Report presented by Terry Leslie.

**15-020** Moved by Director Terry Leslie to accept the Foundation report as information.  
CARRIED

#### **6. BUSINESS ARISING FROM MINUTES**

- a) MVSH - Sundre Project and Transition Planning Update

**15-021** Moved by Director Kimberly Moore to accept the Sundre Project and Transition Planning Update as information. CARRIED

- b) Board meeting with Minister of Seniors

**15-022** Moved by Director Terry Leslie to accept the Board meeting with Minister of Seniors Update as information. CARRIED

- c) ASCHA Conference and Trade Show - April 15 - 17. 2015 – Bruce, Judy, Terry and Sam will attend. Susan will receive her award at the banquet.

**15-023** Moved by Director Meg Bigelow to accept the ASCHA Conference and Trade Show Update as information. CARRIED

- d) Next Board Retreat – Saturday April 25, 2015 (*from 9:00 AM to 1:00 PM at MVC with all Board Directors and Alternates*)

**15-024** Moved by Director Kimberly Moore to accept the Next Board Retreat Update as information. CARRIED

## **7. NEW BUSINESS**

- a) Auditor Appointment for 2015

**15-025** Moved by Director Jeremy Sayer to accept the Appointment of Collins Barrow Red Deer LLP as Auditors for 2015. CARRIED

- b) Annual MVSH Audit Report and Audit Recommendations for 2014

**15-026** Moved by Director Kimberly Moore to approve the 2014 Annual Audit Report and Recommendations and 2014 Annual Financial Statement and Notes for MVSH. CARRIED

- c) 2014 Alberta Housing Audit Report

**15-027** Moved by Alternate Director Dean Allan to approve the 2014 Alberta Housing Audit Report as information. CARRIED

- d) MVSH Annual Report for 2014

**15-028** Moved by Director Meg Bigelow to approve the update on the MVSH Annual Report for 2014 as information. CARRIED

- e) Asset Management Strategy

**15-029** Moved by Director Kimberly Moore to approve the Asset Management Strategy update as information. CARRIED

- f) 10 Year Debt Management and Planning

**15-030** Moved by Director Jeremy Sayer to approve the 10 Year Debt Management and Planning update as information. CARRIED

- g) 2015 Capital Budget

**15-031** Moved by Director Terry Leslie to approve the 2015 Capital Budget as presented. CARRIED

**8. CHAIRMAN'S REPORT** – Report presented by Bruce Beattie.

**15-032** Moved by Director Terry Leslie to accept the Chairman's Report as information.  
CARRIED

**9. CAO's REPORT** (written report on Share Point) by Sam Smalldon highlighted  
Vacancies - Reasons Lodge Residents have moved 2015

**15-033** Moved by Director Judy Dahl to accept the CAO's Report as information.  
CARRIED

**10. POLICY REVIEW**

There were no policies to review at this meeting.

**11. CORRESPONDENCE**

- a) Minister of Seniors Announcement - Fire and Safety Projects – Chinook  
Winds Lodge Sprinklers
- b) Minister of Seniors Announcement - 2014 ASLI Projects
- c) ASCHA Scholarship Award to Susan Read, Site Administrator at MVL

**15-034** Moved by Alternate Director Dean Allan to accept the correspondence.

**12. PENDING**

There discussion and update on the pending items.

**15-035** Moved by Director Kimberly Moore to accept the update on the pending items.

**13. IN-CAMERA**

**15-036** Moved by Director Judy Dahl to move the meeting to "In Camera" at 9:00pm.

**15-037** Moved by Director Judy Dahl to rise and report from "In Camera" at 9:20 pm.

**14. KEY MESSAGES**

**15. 2014-2015 BOARD MEETING SCHEDULE**

**16. NEXT MEETING DATE:**

Thursday June 18, 2015  
@ 6:30 PM-9:00 PM  
Administration Offices, Olds AB

**17. ADJOURNMENT**

**15-038** Moved by Director Terry Leslie to adjourn the meeting at 9:30 pm.

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**Board Chair Bruce Beattie**