

Mountain View Seniors' Housing
Board Meeting Minutes

Thursday June 18, 2015 – 6:30 pm to 9:00pm
Administrative Offices Boardroom, Olds AB

APPROVED

Members: Director Bruce Beattie, Alternate Director Tim Hagen, Director Lance Colby, Director Judy Dahl, Director Terry Leslie, Director Kimberly Moore, Director Jeremy Sayer

Administration: Ralene McCulloch, Sam Smalldon

Guests: Cathy A. Hutchinson, RN, MVSH Director of Care
Wayne Milaney, MVSH Project Manager

Call to Order at 6:34pm by Chair Bruce Beattie

1. APPROVAL OF AGENDA

15-039 Moved by Alternate Director Tim Hagen to approve June 18, 2015 Agenda as amended. CARRIED

2. APPROVAL OF MINUTES

a) Regular Meeting March 19, 2015

15-040 Moved by Director to approve the March 19, 2015 minutes as amended. CARRIED

3. Presentations

a) Cathy Hutchinson, RN Director of Care

15-041 Moved by Director Kim Moore to accept RN Director of Care, Cathy Hutchinson's Report as presented. CARRIED

b) Wayne Milaney, Project Manager

15-042 Moved by Director Terry Leslie to accept Project Manager Wayne Milaney's Report as presented. CARRIED

4. COMMITTEE REPORTS

a) Building Committee – last met June 10, 2015- information presented by Director Judy Dahl

15-043 Moved by Director Judy Dahl to accept the Building Committee Report as information. CARRIED

- b) Finance Committee- last met June 10, 2015 – information presented by Director Jeremy Sayer

15-044 Moved by Director Terry Leslie to accept the Finance Committee Report as information. CARRIED

- c) Personnel Committee- last met May 25, 2015- information presented by Director Terry Leslie

15-045 Moved by Director Jeremy Sayer to accept the Personnel Committee Report as information. CARRIED

- d) Foundation (MVHF) Report – last met May 27, 2015 – information presented by Director Terry Leslie

15-046 Moved by Director Kim Moore to accept the Foundation Committee Report as information. CARRIED

- e) ASCHA Conference Report- information presented by Chair Bruce Beattie and Director Terry Leslie.

15-047 Moved by Director Judy Dahl to accept the ASCHA Conference Report as information. CARRIED

5. BUSINESS ARISING FROM MINUTES

- a) MVSH - Sundre Project and Transition Planning Update- information presented by Sam Smalldon.
- b) CMHC/Province of Alberta Grant of \$8.232 Million- information - information presented by Sam Smalldon.
- c) Board meeting with Minister of Seniors – Introduction and MVSH Agenda - information presented by Chair Bruce Beattie and CAO Sam Smalldon.
- d) ASCHA Central Region Organization Meeting – June 17, 2015- information presented by Sam Smalldon.
- e) Alberta Housing Assets – Senior Self Contained and Community Housing -- 2015 Property Taxes- information presented by Sam Smalldon.
- f) Summary of Board Retreat held Saturday April 25, 2015- information presented by Sam Smalldon.

15-048 Moved by Director Terry Leslie to accept Business Arising From Minutes Reports as information. CARRIED

6. NEW BUSINESS

- a) AHS MVSH Hours Audit Report- - information presented by Sam Smalldon.

15-049 Moved by Director Kim Moore to approve the AHS MVSH Hours Audit Report as presented. CARRIED

- b) MVSH 2015 1st QTR Financial Reports & Budget Management Strategies - information presented by Sam Smalldon.

15-050 Moved by Director Jeremy Sayer to approve the MVSH 2015 1st QTR Financial Report & Budget strategies as presented. CARRIED

- c) July 1, 2015 Merit Pay of 1% for Staff - information presented by Sam Smalldon.

15-051 Moved by Director Terry Leslie to approve the Merit Pay of 1% for Staff for July 1, 2015 as presented. CARRIED

- d) 2016 Budget and 2016-2020 Business Planning Assumptions- information presented by Sam Smalldon.

15-052 Moved by Director Kim Moore to approve the 2016 Budget and 2016-2020 Business Planning Assumptions as presented. CARRIED

- e) Application for New Horizons for Seniors – Federal Program Grant- information presented by Sam Smalldon.
- f) MVCU Golf Tournament- information presented by Sam Smalldon.

15-053 Moved by Chair Bruce Beattie to send a team of 4 to the MVCU Golf Tournament on July 2, 2015. CARRIED

7. CHAIRMAN'S REPORT – Chair Bruce Beattie presented his report.

15-054 Moved by Director Jeremy Sayer to accept the Chairman's Report as information. CARRIED

8. CAO's REPORT (written report on Share Point)

15-055 Moved by Director Kim Moore to accept the CAO's Report as information. CARRIED

9. POLICY REVIEW

- a) Annual Policy Reviews- information presented by Sam Smalldon.

10. CORRESPONDENCE

- a) Letters of Congratulations and Introduction - New local Constituency MLAs and New Minister of Seniors- update given by Chair Bruce Beattie.
- b) Update from AHS Didsbury Hospital Heli-Port Project- information presented by Sam Smalldon.

- c) Letter from Town of Didsbury – Board Director Expense Reporting-information presented by Bruce Beattie.

15-056 Moved by Director Terry Leslie to have MVSH commit to an annual report for all Board Directors Expenses as discussed. CARRIED

- d) Trans Canada Pipelines – NEB Mandated Changes to Pipeline in Sundre-information presented by Sam Smalldon.

11. PENDING

- a) MVSH 2014 Resident and Family Satisfaction Surveys – Response from Management
b) MVSH Governance Bylaws and Committee Terms of Reference
c) Governance Proposal – Unanimous Member Agreement (UMA)
(Developing Governance Bylaws and Terms of Reference for current Governance Model as a Housing Management Body under the Alberta Housing Act)

12. IN-CAMERA

Ralene McCulloch, Cathy Hutchinson and Wayne Milaney left the meeting.

15-057 Moved by Director Judy Dahl to go In-Camera at 8:17pm. CARRIED

15-058 Moved by Director Judy Dahl to move Out of In-Camera at 8:25pm. CARRIED

13. KEY MESSAGES

- Sundre Project on Time and On Budget
- 2015 Budget Update
- 1% merit increase for staff
- Requisitions 100% paid
- Life Lease 50% sold
- Property Taxes

14. 2014-2015 BOARD MEETING SCHEDULE

15. NEXT MEETING DATE:

Thursday August 27, 2015
@ 6:30 PM-9:00 PM
Administration Offices, Olds AB

16. ADJOURNMENT

Moved by Director Judy Dahl to adjourn June 18, 2015 Board Meeting at 8:30pm.

Board Chair Bruce Beattie