

**SPRUCE LODGE**  
**Board of Management Meeting**  
**April 19<sup>th</sup>, 2017**

**Present:** *Peter Bolland, David Schlitt, and Jennifer Facey*  
**Councillors:** *Jim Aitcheson, Rhonda Ehgoetz, Frank Mark, Don Van Galen (until 6:00 p.m.),  
Kathy Vassilakos,*  
**Regrets:** *Councillor Carey Pope, Councillor Don Van Galen (at 6:00 p.m.)*  
**Guests:** *Mike Arndt and Catherine Hartung from Graham Mathew Professional Corp.  
Drew Campbell from Zehr Insurance Brokers*

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- *Chairperson Councillor Van Galen brought the meeting to order.*

Moved by Councillor Aitcheson  
Seconded by Councillor Vassilakos

**That the agenda for April 19<sup>th</sup>, 2017 be presented.**

**CARRIED**

- *Declaration of pecuniary interest.*

Moved by Councillor Aitcheson  
Seconded by Councillor Vassilakos

**That the minutes of March 15<sup>th</sup>, 2017 be approved as amended.**

**CARRIED**

**Business Arising:** *None noted.*

**New Business:**

**Auditors' Report:**

Mike Arndt and Catherine Hartung from Graham Mathew Professional Corporation joined the meeting to present the Spruce Lodge audited financial statements for the year ended December 31, 2016.

Moved by Councillor Mark  
Seconded by Councillor Aitcheson

**To approve the Spruce Lodge Corporation audited financial statements for the  
year ended December 31, 2016 as presented.**

**CARRIED**

- *Co-Chairperson Councillor Frank Mark resumed the meeting as chairperson.*

**Insurance Presentation:**

Drew Campbell from Zehr Insurance Brokers joined the meeting to present the Frank Cowan Company terms of insurance coverage for the period April 15, 2017 to April 14, 2018. Cyber coverage will be verified.

# **SPRUCE LODGE - Continued**

## **Board of Management Meeting**

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Moved by Councillor Aitcheson  
Seconded by Councillor Ehgoetz

**To accept the proposed insurance quote at a cost of \$26,277 plus applicable taxes.**

**CARRIED**

### ***Ratification of Accounts:***

Moved by Councillor Vassilakos  
Seconded by Councillor Ehgoetz

**That the March 2017 accounts in the amount of \$261,519.34 be ratified.**

**CARRIED**

### ***Financial Report:***

The Business Manager presented the Spruce Lodge draft audited financial statements for the year ended February 28, 2017 for review.

Moved by Councillor Ehgoetz  
Seconded by Councillor Aitcheson

**To accept the Spruce Lodge financial report for the period ending  
February 28, 2017 as presented.**

**CARRIED**

### ***Administrator's Report:***

Moved by Councillor Vassilakos  
Seconded by Councillor Ehgoetz

**To enter closed session at 6:15 p.m. to discuss matters related to identifiable  
individuals.**

**CARRIED**

Moved by Councillor Vassilakos  
Seconded by Councillor Ehgoetz

**To enter open session at 6:18 p.m.**

**CARRIED**

## **SPRUCE LODGE - Continued**

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#### ***Festival Hydro Meeting:***

*Councillor Mark declared pecuniary interest.*

The Administrator indicated that the CHP program cannot predict with any accuracy the impact on the carbon footprint, although there are no carbon tax implications on Spruce Lodge should Festival Hydro own the CHP.

The Board needs to make a decision whether to commit to the study at a cost shared with Festival Hydro in the amount of \$5000.

It was suggested that a comprehensive energy plan for Spruce Lodge be completed with an opinion on the CHP program.

#### ***Risk Management:***

The bed vacancies in the basic accommodation rooms at Spruce Lodge have now been filled. A meeting will be scheduled to discuss drawings and options. Quotes will then be obtained for modifying the rooms.

#### ***Direct or Resident Services:***

Kelly Kummerfield has been hired as Marg Luna's replacement for her pending retirement as Director of Resident Services at the end of May 2017. Kelly will start effective May 15<sup>th</sup>, 2017.

Moved by Councillor Aitcheson

Seconded by Councillor Vassilakos

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| <b>That the Administrator's report be accepted as presented.</b> |
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**CARRIED**

#### **Other Business:**

##### ***Dress Down Days:***

☺ *For March 2017, the lucky charitable receipt winner is...Sandy Bastien!*

##### ***HPNHSS:***

The next HPNSS meeting will be held on June 19<sup>th</sup>, 2017 at Bluewater in Zurich. OANHSS has been renamed as AdvantAge Ontario such that HPNHSS will now be known as AdvantAge Huron Perth.

##### ***Long Term Care Home Closing:***

Hillside will be closing within a few years with ninety (90) beds in total. Thirty-eight (38) beds will be moving to London with the others remaining locally.

**SPRUCE LODGE - Continued**

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Moved by Councillor Vassilakos

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| That the meeting be adjourned. |
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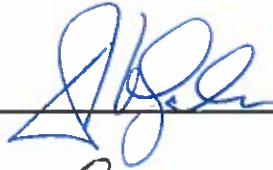
**CARRIED**

**Date & Time of Next Meeting:**

**Wednesday, May 17<sup>th</sup>, 2017 at 5:30 p.m.**

*Long Service Award Event to follow @6:30 p.m.*

**Councillor Van Galen**  
*Chairperson*



**Jennifer Facey**  
*Secretary*



**Date**

*May 17/17*