

SPRUCE LODGE
Board of Management Meeting
December 20th, 2017

Present: *Peter Bolland, David Schlitt, Jennifer Facey*

Councillors: *Jim Aitcheson, Rhonda Ehgoetz, Frank Mark, Carey Pope, Don Van Galen,
Kathy Vassilakos*

Regrets:

➤ *The Administrator, Peter Bolland brought the meeting to order.*

Moved by Councillor Aitcheson
Seconded by Councillor Mark

That the agenda for December 20th, 2017 be approved.
CARRIED

➤ Declaration of pecuniary interest. *(None noted.)*

Election of Officers:

Peter Bolland opened the floor for nominations for the year 2018.

Moved by Councillor Ehgoetz

That Councillor Frank Mark be nominated as Chairperson.

Councillor Frank Mark declined the nomination.

Moved by Councillor Mark
Seconded by Councillor Vassilakos

That Councillor Rhonda Ehgoetz be nominated as Chairperson.
CARRIED

Moved by Councillor Pope
Seconded by Councillor Mark

That Councillor Kathy Vassilakos be nominated as Vice-Chairperson.
CARRIED

Chairperson Councillor Ehgoetz resumed as chairperson of the meeting.

SPRUCE LODGE - Continued
Board of Management Meeting
December 20th, 2017

Appointments:

Spruce Lodge Non-Profit Housing
Councillor Vassilakos Councillor Aitcheson Councillor Pope

Home Assistance
The Spruce Lodge Board

Foundation
The Spruce Lodge Board

Hamlet Estates
Rhonda Ehgoetz

Moved by Councillor Aitcheson
Seconded by Councillor Vassilakos

That the given appointment recommendations be accepted.
CARRIED

Appointment Recommendations:

Secretary
Administrative Assistant

Finance & Personnel
Councillor Ehgoetz Councillor Vassilakos Councillor Van Galen

HPNHSS
Administrator – Peter Bolland Councillor Ehgoetz

Moved by Councillor Aitcheson
Seconded by Councillor Mark

That the given appointment recommendations be accepted.
CARRIED

Medical Director Appointment:

Moved by Councillor Van Galen
Seconded by Councillor Pope

That Doctor Doug Thompson be appointed as the Medical Director for 2018.
CARRIED

SPRUCE LODGE - Continued
Board of Management Meeting
December 20th, 2017

Auditor Appointment:

Moved by Councillor Vassilakos
Seconded by Councillor Aitcheson

**That the Graham Matthew Professional Corporation be appointed
as the Auditor for 2018.**
CARRIED

Approval of Minutes:

Moved by Councillor Van Galen
Seconded by Councillor Aitcheson

That the minutes of the November 15th, 2017 be approved as presented.
CARRIED

Business Arising: *None Noted.*

New Business:

Ratification of Accounts:

Moved by Councillor Aitcheson
Seconded by Councillor Mark

That the November 2017 accounts in the amount of \$255,576.93 be ratified.
CARRIED

Financial Report:

The Business Manager distributed the Spruce Lodge Home for the Aged Financial Statement for the 10 months ending October 31, 2017 for review and discussion. The 2018 budget will be presented at the Municipal Shared Services Committee meeting tomorrow afternoon.

Moved by Councillor Pope
Seconded by Councillor Aitcheson

**To accept the Spruce Lodge Home Financial Report for the 10 months ending
October 31, 2017 as presented.**
CARRIED

Administrator's Report:

Risk Management:

The Ministry of Health RQI inspection report has not been received.

CARF Accreditation:

The Administrator shared the CARF Accreditation Survey Summary. Spruce Lodge received a three (3) year accreditation. Items identified in the accreditation report which will be addressed in the coming year include cultural competency, annual emergency drills for the various emergency codes, annual employee reviews rather than every two (2) years, and competency based training.

SPRUCE LODGE - Continued
Board of Management Meeting
December 20th, 2017

Festival Hydro Energy Audit:

The energy audit has identified some opportunities for energy savings, which include a lighting project. A full report will be presented at the next meeting.

Website:

The website launch is scheduled for tomorrow.

Moved by Councillor Aitcheson
Seconded by Councillor Mark

To enter closed session at 5:49 p.m. to discuss collective bargaining and identifiable individuals.
CARRIED

Moved by Councillor Pope
Seconded by Councillor Van Galen

To enter open session at 5:52 p.m.
CARRIED

Moved by Councillor Pope
Seconded by Councillor Vassilakos

That the Administrator's report be accepted as presented.
CARRIED

Other Business:

Hillside:

A letter from Randy Pettapiece indicating that Hillside beds will not be leaving the community was presented as information.

Correspondence: None presented.

Dress Down Days:

☺ *For November 2017, the lucky charitable receipt winner is Lauren Moore!*

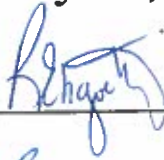
Moved by Councillor Vassilakos

That the meeting be adjourned.
CARRIED

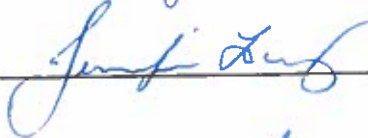
Date & Time of Next Meeting:

Wednesday, January 17, 2018 at 4:00 p.m.

Councillor Ehgoetz
Chairperson



Jennifer Facey
Secretary



Date

Feb 21/18