

**DIGBY TOWN AND MUNICIPAL HOUSING CORPORATION
BOARD OF DIRECTORS
ANNUAL GENERAL MEETING
June 26, 2019
@ 10:00am Conference Room – Tideview Terrace**

The **Annual General Meeting** of the Board of Directors of the Digby Town and Municipal Housing Corporation was held on Wednesday July 26, 2019 – 10:00am at Tideview Terrace Conference Room.

MEMBERS PRESENT: Danny Harvieux – Chair
George Manzer – Vice Chair
Donald Robertson
Roberta Potter
Doug Woodman
Keith Comeau

ALSO PRESENT: Debra Boudreau - Administrator
Kara Gilliatt - Finance Manager
Darlene Cook – Neighbourhood Manager/DOC
Jessica Pulley – Neighbourhood Manager
Ariel VanTassell – Neighbourhood Manager
Katie Booth – Neighbourhood Manager
Gloria Banks - Grant Thornton
Aaron Kelly – Grant Thornton

REGRETS: Meredith Alexander – Neighbourhood Manager/ADOC

1.0 CALL TO ORDER

The Chair, Danny Harvieux, called the meeting to order at 10:00am.

1.1 Conflict of Interest Disclosure – no conflicts

2.0 AGENDA

Moved that the agenda be accepted as read.

Motion Carried

3.0 PRESENTATION OF THE AUDITED FINANCIAL STATEMENTS

Gloria Banks presented the audited financial statements and statement of protected funding.

Moved to accept the auditor reports.

Motion Carried

Gloria Banks and Aaron Kelly left the meeting.

4.0 MINUTES

4.0 Moved that the minutes of April 18, 2019 be accepted.

Motion Carried

5.0 BUSINESS ARISING FROM THE MINUTES

No business arising from the minutes.

6.0 CORRESPONDENCE

No correspondence.

7.0 CHAIR'S ANNUAL REPORT

Danny Harvieux gave a verbal report. TVT is moving to a new generation. New staff with new ideas; daycare, attracting new volunteers and attending Sherbrook Palooza. Moved into the building in 2011 and things are breaking down and wearing out because the building operates 24 hours a day. It is nice to have a resident on the board. Inviting public to trick or treat at different houses was great.

Moved to accept the Chair's Annual Report.

Motion Carried

8.0 ADMINISTRATOR'S ANNUAL REPORT

Debra Boudreau reviewed the facility's annual report. Debra is the chair of Nursing Homes of Nova Scotia Association (NHNSA). The LTC sector has been focus of negative publicity and in June 2018 wound care was focus of media. NHNSA is partnering with the Health Authority and others in the industry to change the message and promote positive side of sector. Next month Debra, other facilities and Government are meeting to discuss industry.

Moved to accept the Administrator's Annual Report.

Motion Carried

9.0 ELECTION OF OFFICERS

George Manzer took on the role of chair.

Motion made to appoint Danny Harvieux as chair.

Motion Carried

Danny Harvieux took on the role of chair.

Motion made to appoint George Manzer as vice chair.

Motion Carried

Motion made for Doug Woodman and Don Robertson to remain on the Finance Committee.

Motion Carried

10.0 APPOINTMENT OF AUDITOR

Agreement with Grant Thornton for audit services for fiscal years March 31, 2019 – March 31, 2021.

11.0 ADJOURNMENT

Moved that the meeting be adjourned at 10:45am

Motion Carried

CHAIR

SECRETARY