

**DIGBY TOWN AND MUNICIPAL HOUSING CORPORATION
BOARD OF DIRECTORS**

ANNUAL GENERAL MEETING

**Wednesday June 24, 2015
@ 3:30 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 June 24th – 3:30 at Tideview Terrace Conference Room.

MEMBERS PRESENT: Danny Harvieux – Chair
 Arnold Trask
 Alnoor Kassam
 Donald Robertson
 Mason VanTassell
 George Manzer – Vice Chair

ALSO PRESENT: Debra Boudreau - Administrator
 Kara Gilliatt - Finance Manager
 Meredith Alexander - Assistant Director of Care
 Darlene Cook - Director of Care
 Gloria Banks - Grant Thornton

REGRETS: Geoff McCarney - Neighbourhood Manager
 Mariah Nelson - Neighbourhood Manager

1.0 CALL TO ORDER

The Chair, Danny Harvieux, called the meeting to order at 3:40pm.

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 funds.

Moved to accept the auditor reports.

Motion Carried

Gloria left at 4:00pm

4.0 MINUTES

Moved that the minutes of the June 25, 2014 AGM be accepted as read.

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 stating that Tideview has invested a lot of time and resources into training staff. He thanked the board for their work and for working well together. There have been a lot of changes to the board in the past year. Tideview is always moving forward and not talking about the past. Debbie and the staff are doing a good job. As board chair he received fewer than 5 complaints during the year and of those only 1 that might be legitimate. When asked to put the concerns in writing, no one was willing. At least 1-2 times a month he receives comments from people saying how happy they are with Tideview and what a great job is being done.

8.0 ADMINISTRATOR'S ANNUAL REPORT

Debra reviewed the facility's annual report.

9.0 ELECTION OF OFFICERS

Motions made that Danny Harvieux be appointed chair and George Manager be appointed Vice Chair.

Motion Carried

Motions made to elect Mason VanTassell and Arnold Trask to the Finance Committee. Danny Harvieux is Chair by default.

Motion Carried

10.0 APPOINTMENT OF AUDITOR

Contract with Grant Thornton has expired. Debra explained she has had discussions with other facilities to see if they would like to partner to send out a joint RFP for audit services in the hopes of attracting other firms to respond to the proposal. The government is looking to the sector to cut costs and this partnering with other facilities might help to reduce costs. Debra recommends that we partner to issue a joint RFP for 3 years. Board supports this recommendation. Prior to issuing the

RFP Debra will present it to the board for approval. Debra explained that the lowest bid is not necessarily the successful bidder, it depends on the services provided.

11.0 ADJOURNMENT

Moved that the meeting be adjourned at 4:30 p.m.

Motion Carried

CHAIR

SECRETARY