

DIGBY TOWN AND MUNICIPAL HOUSING CORPORATION
BOARD OF DIRECTORS
Wednesday April 26th, 2017
@ 3:30 pm – Conference Room at Tideview Terrace
74 Pleasant Street

A regular meeting of the Board of Directors of the Digby Town and Municipal Housing Corporation was held on Wednesday April 26, 2017 – 3:30 pm at Tideview Terrace (74 Pleasant Street) Conference room.

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

ALSO PRESENT: Debra Boudreau- Administrator
Kara Gilliatt- Finance Manager
Meredith Alexander - Assistant Director of Care

REGRETS: Geoff McCarney- Neighbourhood Manager
Darlene Cook- Director of Care
Mariah Brown- Neighbourhood Manager
Mason VanTassell

1.0 CALL TO ORDER

Danny Harvieux, called the meeting to order at 3:30 pm.

2.0 AGENDA

Moved that the agenda be accepted with the following addition.

8.1 Doug Williams and Holly Manzer wedding.

Motion Carried

3.0 MINUTES

Moved that the minutes of March 28, 2017 be accepted.

Motion Carried

4.0 BUSINESS ARISING FROM MINUTES

4.1 Advocacy – Placement process SBAR

Debra is in the process of drafting a letter.

4.2 Management Benefit Package

The board had a separate meeting without management to discuss the options. Danny will let Debra know what the board approved.

4.3 Capital Equipment – Solar Panels

Debra presented an SBAR regarding the solar panels. The lien against TVT is resolved. It is recommended that the solar panels be removed.

Moved that the solar panels be removed.

Motion Carried

4.4 Partnership with Acadia University

No updates. Item will be removed from the agenda until new information is received.

4.5 Richard Ellis Memorial Golf Tournament

Proceeds support the Heath Services Charitable Foundation. \$600 for a team of 4.

Moved that Tideview enter a team.

Motion Carried

5.0 FINANCIAL REPORT

5.1 Monthly Remittances

Monthly remittances were made available. Board reviewed and initialed.

5.2 Report from finance committee

Nothing unusual to report. Debra informed the board that the full amount of a resident bad debt will be collected.

6.0 Administrator's Report

Daily CIP – Debra gave a presentation describing the process.

Senior Care Canada Magazine – Debra was interviewed

DHW Planned Unannounced Visit – DHW came in August for the annual inspection. They return 6 months later to check that the required changes are made. Some changes were made others are still in process. TVT has one year to complete. Other homes had many recommendations, TVT had a few.

CALTC – Caring for Canada's Seniors Report - emailed

7.0 NEW BUSINESS

7.1 Air Quality – Stehelin

Debra provided an SBAR detailing the issue. No timeline. Most concerned with health and wellness of those living and working in the space.

8.0 CORRESPONDENCE

8.1 Doug Williams and Holly Manzer wedding – Doug and Holly would like to invite the board to their wedding May 27, 2017 at 2:00 at the curling club. They ask that you bring a plate of food.

9.0 IN CAMERA SESSION

None

10.0 NEXT MEETING – May 31st, 2017

11.0 ADJOURNMENT

Moved that the meeting be adjourned at 4:55 pm.

Motion Carried

CHAIR

SECRETARY