



## BOARD MEETING MINUTES August 22, 2022

A regular meeting of the Management Body of Crowsnest Pass Senior Housing (CPSH) was held on Monday, August 22, 2022 at 10:12 a.m. at Peaks to Pines Senior Lodge in Coleman, Alberta.

**ATTENDEES:** Debi Ruzek: Board Chairperson, Dean Ward: Municipal Councillor, Dave Filipuzzi: Municipal Councillor, Susan Demchuk: Board Member, Donna Stelmachovich: Vice-Chairperson, Marlene Ancil: Board Member, Annie Lok: Chief Administrative Officer, Dee-Anna Strandquist: Finance Manager, Shannon Harker: Office Manager

**ABSENT:** Cathy Painter: Board Member

Minutes recorded by Shannon Harker

### 1. CALL TO ORDER

- 1.1 Debi Ruzek called the meeting to order at 10:12 a.m. and it was determined that a quorum of directors was present.

### 2. ADDITIONS/CHANGES TO AGENDA

- 2.1 Additions 12.4 Pet shots requirement at lodge

### 3. APPROVAL OF AGENDA

- 3.1 *Motion # 95/22 to approve the agenda as amended. — Dean Ward – cd.*

### 4. APPROVAL OF PRIOR MINUTES

- 4.1 *Motion # 96 /22 to approve the minutes of the meeting held July 18, 2022 as presented. – Dean Ward– cd.*

### 5. BUSINESS ARISING FROM THE MINUTES

- 5.1 Action Log

- 5.1. a See Attachment #1

### 6. CORRESPONDENCE

- 6.1 SCU letter of concern
- 6.2 AHS funding update
- 6.3 Municipal remittance

- 6.4 *Motion #97/22 to accept as information – Marlene Ancil – cd*

### 7. MANAGEMENT REPORTS

- 7.1 *#98/22 motion to approve the Report from Management as presented – Dean Ward - cd*

### 8. FINANCIAL JUNE & JULY 2022

- 8.1 #100/22 Motion to approve the financial statement as presented – Marlene Ancil – cd

**9. BOARD CHAIRPERSON REPORT**

- 9.1 Board Chairperson reports one board vacancy due to term expire. September 30 is the deadline to reapply.  
9.2 ID badges are wanted for Board Members

**10. OTHER BOARD REPORTS**

- 10.1 YCRA food complaints as to taste and portioning  
10.2 Board concerned with maintenance of SCU's facilities in general

**11. OLD BUSINESS**

- 11.1 Peaks to Pines Building (P2P)- Standing Item
- 11.1.1 Working through the deficiencies
  - 11.1.2 Step at North back door requires ramp
  - 11.1.3 Call bells were reported not working
  - 11.1.4 Announcements not being heard in resident's rooms
- 11.2 Recruitment status – TFW program not a fit for this industry, looking into local recruitment opportunities  
11.3 Motion #99/22 to pay \$297 FUEL cost for BUS used during move – Marlene Ancil - cd

**12. NEW BUSINESS**

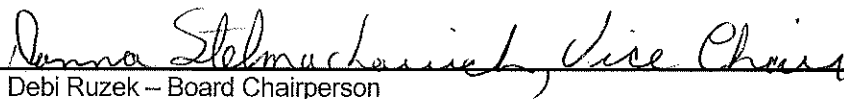
- 12.1 Grand opening Sept 7. Main floor tour only. Speeches to be 2 minutes  
12.2 TEC zoning proposal  
12.3 Propose donor contribution recognition event  
12.4 Request pet owners to provide up-to-date pet shots.

**13. IN CAMERA**

- 13.1 Motion #101/22 to go In Camera at 1:22P.M. –Dean Ward – cd  
13.2 Motion #102/22 to come out of Camera at 1:40PM – Dean Ward - cd

**14. ADJOURNMENT**

- 14.2 Motion #103/22 to adjourn at 1:45pm – Dave Filipuzzi - cd

  
Debi Ruzek – Board Chairperson