



## BOARD MEETING MINUTES December 19, 2022

A regular meeting of the Management Body of Crowsnest Pass Senior Housing (CPSH) was held on Monday, December 19, 2022 at 10:04 a.m. at Peaks to Pines Senior Lodge in Coleman, Alberta.

**ATTENDEES:** Deb Ruzek: Board Chairperson, Dean Ward: Municipal Councillor, Dave Filipuzzi: Municipal Councillor, Susan Demchuk: Board Member, Donna Steilmachovich: Vice-Chairperson, Marlene Ancil: Board Member, Cathy Painter: Board Member, Shelley Price: Chief Administrative Officer, Dee-Anna Strandquist: Finance Manager, Shannon Harker: Office Manager

**ABSENT:** None

Minutes recorded by Shannon Harker

### 1. CALL TO ORDER

- 1.1 Debi Ruzek called the meeting to order at 10:04 a.m. and it was determined that a quorum of directors was present.

### 2. ADDITIONS/CHANGES TO AGENDA

- 2.1 12.4 Techumseh Lights  
12.5 Window coverings in Board Room  
13.1 Board Remuneration moved to camera

### 3. APPROVAL OF AGENDA

- 3.1 *Motion # 160/22 to approve the agenda as amended. — Dave Filipuzzi – cd.*

### 4. APPROVAL OF PRIOR MINUTES

- 4.1 *Motion # 161 /22 to approve the minutes of the meeting held November 28, 2022 as presented. – Dean Ward – cd.*

### 5. BUSINESS ARISING FROM THE MINUTES

No help from Fortis to remove Christmas lights, Neulite will cost \$185/hr. Dean and Dave will look for a solution to this problem.  
Plug in the Christmas lights at the SCUs  
Monetary surplus will be used up by snow removal, window coverings and bedbugs

### 6. CORRESPONDENCE

- 6.1 Funding letter  
#162/22 Motion to accept as information – Susan Demchuck – cd.

### 7. MANAGEMENT REPORTS

- 7.1 #163/22 motion to approve the Report from Management as presented – Dean Ward – cd.

8. FINANCIAL AUGUST 2022

8.1 #164/22 Motion to approve the financial statement as presented – Marlene Ancil – cd

9. **BOARD CHAIRPERSON REPORT**

9.1 No Report

10. **OTHER BOARD REPORTS**

10.1 No Report

11. **OLD BUSINESS**

11.1 Cell Phone issues are in the process of being resolved

11.2 Computer issues are resolved

12. **NEW BUSINESS**

12.1 Policy 5.01 Alcohol and Drug Use

#165/22 Motion to table Policy 5.01 until later date – Dean Ward – cd.

12.2 Policy 2.23 Trust Fund

#166/22 Motion to accept Policy 2.23 as presented – Dean Ward - cd

12.3 Policy 1.09/1.10 Bedbugs – Manors and Peaks to Pines #167/22 motion to accept as presented – Dean Ward – cd.

12.4 Techumseh lights need replaced as they are burnt out

12.5 Window coverings – not necessary at this time

13. **IN CAMERA**

13.1 *Motion #168/22 to go In Camera at 12:12P.M. –Dave Filipuzzi – cd*

13.2 *Motion #169/22 to come out of Camera at 12:17PM – Marlene Ancil - cd*

#170/22 Motion to receive same remuneration as council effective January 2023 – Marlene Ancil – cd.

14. **ADJOURNMENT**

14.2 *Motion #171/22 to adjourn at 12:20pm – Dave Filipuzzi - cd*



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Debi Ruzek – Board Chairperson