



BOARD MEETING MINUTES June 19, 2023

A regular meeting of the Management Body of Crowsnest Pass Senior Housing (CPSH) was held on Tuesday, June 19, 2023 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, Shelley Price: Chief Administrative Officer, Dee-Anna Strandquist: Finance Manager, Marlene Ancil: Board Member, Cathy Painter: Board Member, Susan Demchuk: Board Member, Shannon Harker: HR

ABSENT:

Donna Stelmachovich: Vice-Chairperson (approved)

Minutes recorded by Shannon Harker

1. **CALL TO ORDER**

- 1.1 Deb 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**

None

3. **APPROVAL OF AGENDA**

- 3.1 Motion #80/23 to approve the agenda as amended. — Dean Ward — cd.

4. **APPROVAL OF PRIOR MINUTES**

- 4.1 Motion # 81/23 to approve the minutes of the meeting held May 23, 2023, as presented. — Cathy Painter — cd.

5. **BUSINESS ARISING FROM THE MINUTES**

None

6. **CORRESPONDENCE**

- 6.1 LEED Certification — Motion #82/23 to accept as information. — Cathy Painter — cd.

7. **MANAGEMENT REPORTS**

- 7.1 #83/23 Motion to approve the Report from Management as presented — Marlene Ancil — cd.

8. **FINANCIAL REPORTS**

- 8.1 #84/23 Motion to approve the financial statement as presented – Cathy Painter – cd.

9. BOARD CHAIRPERSON REPORT

- 9.1 No Report

10. OTHER BOARD REPORTS

- 10.1 No Report

11. OLD BUSINESS

- 11.1 No Report

12. DELEGATE

- 12.1 None

13. NEW BUSINESS

13.1 There was a discussion regarding the renewal of utility contracts, the consensus was that to lock in prices from January 2024 to December 2026 would be the best option. This is on hold as the contract is out for tender.

13.2 Business Plan 2024-2026 presented. Motion to approve Business Plan as amended. – Dean Ward – cd

13.3 July 24, 2023 meeting moved to July 17, 2023 as per vacation scheduling

13.4 GIC collateral needed to be increased as per CPSH banking requirements.

Motion to approve increase in GIC collateral. – Dean Ward – cd.

Motion to lock in GIC for 13 months. – Susan Demchuck – cd.

13.5 There was a discussion on the costing of peri products, tabled until next meeting to find best prices.

13.6 There was a discussion on the local community discounts provided to CPSH: Community discounts as follows – Ace 10%, Home Hardware 15%, and IGA 5%

13.7 There was a discussion on the requirements of Alberta Housing Act in relation to board members absent from meetings. If the absence is approved there is no penalty.

14. IN CAMERA

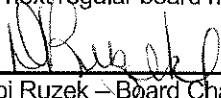
14.1 Motion #88/23 to go into camera 12:45pm – Marlene Ancil – cd

14.2 Motion #89/23 to come out of camera 12:59pm – Cathy Painter - cd

15. ADJOURNMENT

15.1 Motion #90/23 to adjourn at 1:01pm – Debi Ruzek - cd

The next regular board meeting – July 17, 2023, 1000hr



Debi Ruzek – Board Chairperson