



BOARD MEETING MINUTES

July 17, 2023

A regular meeting of the Management Body of Crowsnest Pass Senior Housing (CPSH) was held on Monday, July 17, 2023 at 10:00 a.m. at Peaks to Pines Senior Lodge in Coleman, Alberta.

ATTENDEES: Deb Ruzek: Board Chairperson, Donna Stelmachovich: Vice-Chairperson Dean Ward: Municipal Councillor, Dave Filipuzzi: Municipal Councillor, Shelley Price: Chief Administrative Officer, Dee-Anna Strandquist: Finance Manager, Marlene Anctil: Board Member, , Susan Demchuk: Board Member,

ABSENT:

Cathy Painter: Board Member, Shannon Harker: HR

Minutes recorded by Shelley Price

1. CALL TO ORDER

- 1.1 Deb Ruzek called the meeting to order at 10:00 a.m. and it was determined that a quorum of directors was present.

2. ADDITIONS/CHANGES TO AGENDA

Additions to in camera

3. APPROVAL OF AGENDA

- 3.1 Motion #91/23 to approve the agenda as amended. — Dean Ward – cd.

4. APPROVAL OF PRIOR MINUTES

- 4.1 Motion # 92/23 to approve the minutes of the meeting held June 19, 2023, as presented. – Susan Demchuck – cd.

5. BUSINESS ARISING FROM THE MINUTES

None

6. CORRESPONDENCE

None

7. MANAGEMENT REPORTS

- 7.1 #93/23 Motion to approve the Report from Management as presented – Dave Filipuzzi – cd.

8. FINANCIAL REPORTS

Dee-Anna will send last week in July due to vacation

9. BOARD CHAIRPERSON REPORT

Report by Debi

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 Additional charges – Addendum B – request approval for belts and slider sheets.
#94/23 Motion to adjust as per request – Dean Ward – cd.

13.2 New OHS Policy Approval:
- Domestic Violence Policy - #95/23 Motion to approve – Dean Ward – cd.
- Weapons/Dangerous Goods Policy - #96/23 Motion to approve – Susan Demchuk – cd.
- Reporting and Investigations Policy - #97/23 Motion to approve – Marlene Ancil – cd.
- Appendix A & B and WCB reporting – approval not needed

13.3 Amended OHS Policy – Working Alone - #98/23 Motion to approve – Susan Demchuk – cd.

13.4 Approval SL3, 4 & D rental increase - #99/23 Motion to accept AHS increases – Dean Ward – cd.

13.5 Towels – There was a question if residents are required to purchase white towels, no there is no colour requirement.

13.6 Board meeting dates – handed out and will be submitted to the municipality – changes may occur -
#100/23 Motion to move September meeting to the 25th – Dean Ward – cd.

14. IN CAMERA

14.1 Motion #101/23 to go into camera 11:15am – Dean Ward – cd

14.2 Motion #102/23 to come out of camera 11:39am – Dean Ward - cd

15. ADJOURNMENT

15.1 Motion #103/23 to adjourn at 11:40am – Dean Ward - cd

