



Celebrating over 50 years of Quality Living

COMMITTEE OF MANAGEMENT

MINUTES

The regular meeting of the Committee of Management of Fairhaven was held on September 14, 2011 at 1:00 p.m. in the Boardroom at Fairhaven.

ATTENDANCE

Members

Douglas Pearcy*	County Councillor	Present
Janet Clarkson	County Councillor	Regrets
Keith Riel	City Councillor	Present
Len Vass	City Councillor	Regrets
Kevin Derry**	Community Representative	Present
Ken Jackman	Community Representative	Present
Claude Dufresne	Community Representative	Present

Staff

Joy L. Husak	Executive Director	Present
Eric Lodgins	Director of Corporate Services	Regrets
Kerri Wellstood	Finance Manager	Present (until 1:40 p.m.)
Jennifer Baro	Management Support Coordinator	Present

Guest Speaker

Randy Hauth	Building Services Supervisor	Present (until 1:20 p.m.)
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* Chair

** Vice Chair

1.0 Approval of Agenda

The Chair called the meeting to order at 1:00 pm.

Moved by K. Derry, seconded by K. Riel that,

“The Agenda of September 14, 2011 BE APPROVED.”

Carried

2.0 Approval of Minutes of August 10, 2010

Moved by K. Derry, seconded by K. Riel that,

“The Minutes of August 10, 2011 BE APPROVED.”

Carried

2.1 Welcome C. Dufresne to the Committee of Management Board.

3.0 Guest Speaker

3.1 Randy Hauth Building Services Supervisor- Handout

Power Point Presentation. Success story of Fairhaven’s maintenance department lean principals to indentify, reduce and eliminate waste in the workplace.

4.0 Financial Report

4.1 Moved by K. Derry, seconded by K. Jackman that,

“Report # 2011 FIN 08 Finance Manager BE APPROVED”

Carried

5.0 Executive Director Report

Moved by K. Jackman, seconded by C. Dufresne that,

“Report # 2011 ED Report 19 Executive Director Report BE RECEIVED”

Carried

6.0 Director Corporate Services Report

Moved by K. Derry, seconded by K. Riel that,

“Report # 2011 DOCS 07 Director of Corporate Services Report BE RECEIVED”

Carried

7.0 Services Reports

7.1 Report 2011 DOC 08 Clinical Services Report

7.2 Report 2011 HR 08 Human Resources Report

8.0 Quality Reports

8.1 Residents Stats Report 2011 ED 20

Moved by K. Jackman, seconded by K. Derry that,

“7.1, 7.2, and 8.1, DOC 08 Report on Clinical Services, Report # 2011 HR 08 Report on Human Resources, ED 20 Residents Stats, BE RECEIVED”

Carried

9.0 Governance

9.1 Strategic Plan-Working Document

Moved by C. Dufresne, seconded by K. Riel that,

“Motion to ACCEPT the Strategic Plan Working Document 2011-2015”

Carried

10.0 Foundation

10.1 Golf Tournament

The golf tournament has been cancelled due to lack of participants. P. Hooper will be concentrating her efforts on the Shop “Til You Drop event.

10.2 Family Carnival Day

The 2nd annual Family Carnival Day is set for Saturday September 24th from 11:00 a.m. until 2:00 p.m. There will be bouncy castles, petting zoo, carnival games, BBQ, and many more events. We encourage everyone to please bring your family out to enjoy this event.

10.3 Shop "Til You Drop

P. Hooper is organizing the Shop "Til You Drop for Saturday November 19th from 10:00 a.m. to 4:00 p.m. There will be a variety of vendors on hand selling their products. P. Hooper is also looking at bringing in artisans to display their art at Fairhaven. To kick off this event the Foundation will host a wine & cheese in the Greatroom with the artists displaying their work.

10.4 Direct Mail

The Foundation approved a direct mail with a Teddy Bear Theme. They will mail out a Teddy Bear ornament along with donation information which can be sent back to us with a tribute/in memoriam/ greeting message. This bear and message will be placed on a tree displayed in the front reception area.

11.0 Health & Safety

11.1 Surveillance Cameras

Fairhaven is looking to install surveillance cameras for the safety of our residents and staff. We are seeking different grants from the Foundation side to help with the cost of this.

12.0 Member Reports on Community Issues Related to Fairhaven

We are hoping to be out of outbreak by the end of the week.

13.0 New Business-Items for Information

13.1 New View- Newsletter

13.3 Committee of Management Directory

13.4 LHIN Newsletter

13.5 Peterborough Pete's Hockey Game

Fairhaven residents, staff, and families will be attending a Peterborough Pete's hockey game on Thursday November 3, 2011.

14.0 Closed Session

Moved by K. Derry, seconded by K. Riel that,

"The Committee GO INTO CLOSED SESSION for discussion under *The Municipal Act, 2001* Section 239(2):

(b) Personal matters about an identifiable individual, including municipal or local board employees."

Moved by K. Riel, seconded by K. Derry that,

"The Committee COME OUT OF CLOSED SESSION."

Carried

15.0 Feasibility Study

Moved by K. Jackman, seconded by C. Dufresne that,

"The Committee of Management will bring forward at the next meeting the next steps of the Feasibility Study after we know the outcome of the Provincial Elections."

16.0 Adjournment

Moved by K. Derry, seconded by K. Jackman that,

"There being no further business, the meeting BE ADJOURNED at 2:30 p.m."

Carried

Next Meeting:

The next meeting of the Fairhaven Committee of Management is **Wednesday October 12, 2011** in the Boardroom at **1:00 p.m.**



Chairperson
Committee of Management



Executive Director

Approved as Presented

Approved with Corrections

c.
Deputy City Clerk and Mayor via email to
be posted on the City's corporate network

Warden J. Murray Jones
Gary King, CA