



**COMMITTEE OF MANAGEMENT**

**MINUTES**

The regular meeting of the Committee of Management of Fairhaven was held on June 8, 2011 at 1:00 p.m. in the Boardroom at Fairhaven.

**ATTENDANCE**

**Members**

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

**Staff**

Joy L. Husak	Executive Director	Present
Eric Lodgins	Director of Corporate Services	Present
Doug Frost	Accountant	Present (until 3:00 p.m.)
Kerri Wellstood	Finance Manager	Present (until 3:00p.m.)
Jennifer Baro	Management Support Coordinator	Present

**Guest Speaker**

Bob Fisher	Collins Barrow Chartered Accountant	Present (1:00-1:30 p.m.)
Ailan McKenzie	Lett Architects	Present (1:40- 2:15 p.m.)
Bill Lett		
Robert Dunford	Senior Project Manager, City of Peterborough	Present (2:15-2:45 p.m.)

\* 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 J. Clarkson that,

**“The Agenda of June 8, 2011 BE APPROVED.”**

Carried

### 2.0 Approval of Minutes of May 11, 2010

Moved by K. Jackman, seconded by J. Clarkson that,

**“The Minutes of May 11, 2011 BE APPROVED.”**

Carried

### 3.0 Guest Speaker

3.1 Bob Fischer-Collins Barrow Chartered Accountants- Auditors Report 2010.

B. Fisher distributed the draft 2010 Auditor's Report. There has been no more entries to the report.

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

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**“Motion to APPROVE the 2010 Financial Statement and the presentation by Bob Fisher BE RECEIVED.”**

Carried

D. Percy and K. Derry will sign the letter of authorization.

3.2 Presentation by Ailan McKenzie & Bill Lett- Lett Architects

Moved by K. Jackman, seconded by J. Clarkson that,

**“The Presentation by Ailan McKenzie and Bill Lett BE RECEIVED”**

Carried

- 3.3 Presentation by Robert Dunford, Senior Project Manager City of Peterborough and Greig Bumstead, PTP Consultant Project Manager HDR iTRANS.

Moved by K. Jackman, seconded by J. Clarkson that,

**“The presentation by Robert Dunford, Senior Project Manager, City of Peterborough and Greig Bumstead, PTP Consultant Project Manager HDR iTRANS BE RECEIVED”**

Carried

#### **4.0 Financial Report**

- 4.1 Moved by K. Riel, seconded by J. Clarkson that,

**“Report # 2011 FIN 06 Finance Manager Report BE APPROVED”**

Carried

#### **5.0 Executive Director Report**

Moved by J. Clarkson, seconded by K. Jackman that,

**“Report # 2011 ED Report 14 Executive Director Report BE RECEIVED”**

Carried

#### **6.0 Director Corporate Services Report**

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Report 2011-DOCS 05 Director Corporate Services

Moved by K. Jackman, seconded by J. Clarkson that,

**“Report # 2011 DOCS 05 Director of Corporate Services Report BE RECEIVED”**

Carried

#### **7.0 Services Reports**

- 7.1 Report 2011 DOC 06 Clinical Services Report

- 7.2 Report 2011 HR 06 Human Resources Report

## 8.0 Quality Reports

### 8.1 Residents Stats

Moved by J. Clarkson seconded by K. Riel that,

**“7.1, 7.2, and 8.1 DOC 06 Report on Clinical Services, Report # 2011 HR 06 Report on Human Resources, and ED 15 Residents Stats BE RECEIVED”**

Carried

## 9.0 Governance

## 10.0 Foundation

### 10.1 Walk ‘N’ Roll

Saturday June 18<sup>th</sup> is the date for our 4<sup>th</sup> annual Walk ‘n’ Roll. There are over 50 registered participants for this year’s event. We have a week full of exciting events leading up to race day. Fire Chief T. Gervais and Peterborough Fire Department will be the Race Marshals for the event.

## 11.0 Health & Safety

No report at this time.

## 12.0 Member Reports on Community Issues Related to Fairhaven

No report at this time.

## 13.0 New Business-Items for Information

### 13.1 Your in the Loop

### 13.2 Staff Appreciation BBQ

Our annual staff appreciation event will take place on June 29<sup>th</sup> 2011, BBQ starting at 11:00 a.m. with the service award ceremony starting at 2:30 p.m.

#### 14.0 Closed Session

Moved by K. Jackman, seconded by J. Clarkson 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. Jackman, seconded by K. Riel that,

**“The Committee COME OUT OF CLOSED SESSION.”**

Carried

#### 14.1 Dutton Road Extension

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

**“Motion to forward a letter and petition to the Mayor, City Councillors, and County Councillors on behalf of the Committee of Management, residents, staff, volunteers, and family regarding the proposed Dutton Road Extension Route 4A.”**

Carried

#### 14.2 Feasibility Study

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

**“Motion for Executive Director to proceed with the next step of the feasibility study, contacting B. Lett from Lett Architect to proceed with the proposed options.”**

Carried

#### 15.0 Adjournment

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

**“There being no further business, the meeting BE ADJOURNED at 3:45 p.m.”**

Carried

**Next Meeting:**

The next meeting of the Fairhaven Committee of Management is **Wednesday August 10, 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