



Celebrating over 50 years of Quality Living

COMMITTEE OF MANAGEMENT

MINUTES

The regular meeting of the Committee of Management of Fairhaven was held on January 12, 2011 at 1:00 p.m. in the Boardroom at Fairhaven.

ATTENDANCE

Members

Douglas Percy*	County Councillor	Present
Len Vass	City Councillor	Present via Teleconference until 2:30 p.m.
Kevin Derry**	Community Representative	Present
Ken Jackman	Community Representative	Present
Lesley Parnell	City Councillor	Present
Janet Clarkson	County Councillor-Designate Warden Jones	Present
Staff		
Joy L. Husak	Executive Director	Present
Eric Lodgins	Director of Corporate Services	Present until 2:15 p.m.
Doug Frost	Accountant	Regrets
Jennifer Baro	Management Support Coordinator	Present

Guests Speaker

* 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. Jackman that,

“The Agenda of January 12, 2011 BE APPROVED.”

Carried

2.0 Approval of Minutes of November 10, 2010

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

“The Minutes of November 10, 2010 BE APPROVED.”

Carried

3.0 Executive Director Report

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

“Report # 2011 ED Report 01 Executive Director Report BE RECEIVED”

Carried

4.0 Financial Report

4.1 Report 2011 FIN 01 Financial Report For October and November 2010.

Moved by J. Clarkson, seconded by L. Parnell that,

“Report # 2011 FIN 01 Financial Report BE APPROVED”

Carried

A motion made on November 10th, 2010 to contact B. Horton, Senior Director of Corporate Services with the City of Peterborough and J. Butler with the County of Peterborough to write off liability of 125,484.70 from prior to 1997 has been approved by both parties in writing.

5.0 Director of Corporate Services

5.1 Report 2011 DOCS 01 Retaining Wall Repair Report

Moved by L. Parnell, seconded by J. Clarkson that,

“Report # 2011 DOCS 01 Report on Retaining Wall BE RECEIVED”

Carried

6.0 Service Reports

6.1 Report 2011 DOC Clinical Services

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

“Report # 2011 DOC 01 Report on Clinical Services BE RECEIVED”

6.2 Human Resources

Moved by L. Parnell, seconded by K. Jackman that,

“Report # 2011 HR 01 Report on Human Resources BE RECEIVED”

7.0 Quality Reports

7.1 Residents 2011 ED 02 Resident Stats November & December 2010

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

“Report 2011 # ED 02- Resident Stats November & December 2010 BE RECEIVED”

Carried

8.0 Governance

8.1 Election of Committee Chair, Vice Chair, and Treasurer

J. Husak called for nominations for the position of Chair of Fairhaven's Committee of Management.

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

“Councillor D. Percy BE NOMINATED Chair of the Fairhaven Committee of Management.”

Carried

As there were no other nominations for the position, Councillor D. Percy was acclaimed Chair of the Committee and assumed leadership of the meeting. The term of appointment was identified as one year.

D. Percy called for nominations for the positions of Vice Chair of Fairhaven's Committee of Management

Moved by K. Jackman, seconded by L. Parnell that,

“Community Representative K. Derry BE NOMINATED Vice Chair of the Fairhaven Committee of Management.”

Carried

As there were no other nominations for the position, K. Derry was acclaimed the Vice Chair of Fairhaven's Committee of Management for a one year term.

The Committee of Management will review the Treasurers role and duties before holding nominations for the Treasurer position at the February meeting.

D. Percy re acclaimed the appointments for City Representatives K. Derry and K. Jackman for a 3 year term to the Committee of Management

Moved by J. Clarkson seconded by L. Parnell that,

The appointments of K. Derry and K. Jackman BE APPROVED”

Carried

8.2 Ontario Health Quality Council- Residents First

This provincial initiative supports long-term care homes in Ontario in providing and environment for their residents that enhances their quality of life. This partnership supported by the Ontario Ministry of Health and Long- Term Care. Sharon Drew our Quality Improvement Manager will be the lead on this project.

8.3 Webinar for Board Members- Inspection Program Form MOHLTC- January 20/11 Ontario Association of Non-Profit Homes and Services for Seniors (OANHSS) is offering a Webinar for Board Members for the key aspects of change, duties, new liabilities, and quality and compliance monitoring by boards. This will be held in the Boardroom for all members.

9.0 Business Arising

No issues identified

10.0 Member Reports on Community Issues Related to Fairhaven

No issues identified

11.0 New Business

12.0 Items for Information

13.0 Closed Session

Moved by L. Parnell, seconded by J. Clarkson that,

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

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

Moved by L. Parnell, seconded by K. Jackman that,

“The Committee COME OUT OF CLOSED SESSION.”

Carried

13.4 Recruitment

Moved by K. Jackman, seconded by L. Parnell that,

“Motion to put an Ad in the Newspaper to recruit Community Representatives for the Committee of Management”

Carried

15.0 Adjournment

Moved by K. Derry, seconded by L. Parnell that,

“There being no further business, the meeting BE ADJOURNED at 3:00 p.m.”

Carried

Next Meeting:

The next meeting of the Fairhaven Committee of Management is **Wednesday February 9, 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, CAO