



Celebrating over 50 years of Quality Living

COMMITTEE OF MANAGEMENT

MINUTES

The regular meeting of the Committee of Management of Fairhaven was held on May 11, 2011 at 12:30 p.m. at Greater Peterborough Area Economic Development Corporation.

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	Regrets
Kerri Wellstood	Finance Manager	Present (until 12:55 p.m.)
Jennifer Baro	Management Support Coordinator	Present

Guest Speaker

Sue Hill	Social Worker	Present (until 12:40 p.m.)
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* Chair

** Vice Chair

1.0 Approval of Agenda

The Chair called the meeting to order at 12:30 pm.

Additions to the agenda:

13.2- Letter from Minister for Senior Affairs Nominations for Senior of the Year

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

“The Agenda of May 11, 2011 BE APPROVED with amendments.”

Carried

2.0 Approval of Minutes of April 13, 2010

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

“The Minutes of April 13, 2011 BE APPROVED.”

Carried

3.0 Guest Speaker- Sue Hill Social Worker

S. Hill joined the Fairhaven Team at the end of February, 2011 providing residents and families counseling on, with transitioning into long-term care, power of attorney, grieving process, to name a few. A positive response from residents, staff, and families has been achieved during this short period of time.

4.0 Financial Report

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

“Report # 2011 FIN 05 Finance Manager Report BE APPROVED”

Carried

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

“Motion to APPROVE the recommendations from the Financial Manager regarding additional insurance coverage.”

Carried

5.0 Executive Director Report

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

“Report # 2011 ED Report 10 Executive Director Report BE RECEIVED”

Carried

6.0 Director Corporate Services Report

Report 2011-DOCS 04 Director Corporate Services

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

“Report # 2011 DOCS 04 Director of Corporate Services Report BE RECEIVED”

Carried

7.0 Services Reports

7.1 Report 2011 DOC 05 Clinical Services Report

7.2 Report 2011 HR 05 Human Resources Report

8.0 Quality Reports

8.1 Residents Stats

8.2 Quarterly Report

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

“7.1, 7.2, 8.1 and 8.2 Report # 2011 DOC 05 Report on Clinical Services, Report # 2011 HR 05 Report on Human Resources, ED 011 Residents Stats, and Quarterly Reports for Executive Director, Director Corporate Services, Director Resident Care, Financial Management, Nutrition Services, Resident Support Services, Environmental, Housekeeping, and Health & Safety BE RECEIVED”

Carried

9.0 Governance

9.1 Committee of Management By-Laws

10.0 Foundation

10.1 Recruitment of Foundation Governance Officer

Foundation is in the process of recruiting a part-time Foundation Development Officer. The deadline to apply is May 13, 2011.

11.0 Health & Safety

11.1 Report 2011 ED 13 Fire Plan

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

“Report # 2011 ED 13 Fire Plan BE RECEIVED”

Carried

12.0 Member Reports on Community Issues Related to Fairhaven

No report at this time.

13.0 New Business-Items for Information

13.1 New View

13.2- Letter from Minister for Senior Affairs Nominations for Senior of the Year

Fairhaven would like to nominate Rose Horn a resident of Fairhaven for Senior of the year. The deadline is June 15, 2011.

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

“Motion to APPROVE the nomination of Rose Horn resident of Fairhaven for Senior of the Year Award”

14.0 Closed Session

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

“The Committee COME OUT OF CLOSED SESSION.”

Carried

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

“Motion to extend our for Liquor License for Dream Garden and other space that residents hold functions in BE APPROVED”

Carried

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

“Motion to cancel the Wednesday July 13 Meeting of the Committee of Management BE APPROVED”

Carried

15.0 Adjournment

Moved by J. Clarkson, seconded by K. Derry 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 June 8, 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