



COMMITTEE OF MANAGEMENT

MINUTES

The Regular Meeting of the Committee of Management of Fairhaven was held on October 14, 2020 at 1:05 p.m. via videoconference.

ATTENDANCE

Members

Keith Riel, Chair	City Councillor	Present
Janet Clarkson	County Councillor	Present
Stephen Wright	City Councillor	Present
Karl Moher	County Councillor	Present
Claude Dufresne	Community Representative	Present
Doug Percy	Community Representative	Present
Tia Nguyen	Community Representative	Present

Staff

Lionel Towns	Executive Director	Present
Betty Hazen	Director of Care	Present
Jennifer Baro	Executive Assistant	Present

Other

Carolyn Jones	Finance Manager	Regrets
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1.0 Approval of Agenda

Moved by C. Dufresne, seconded by D. Pearcy,

“THAT the Agenda of October 14, 2020 BE APPROVED.”

Carried

2.0 Declaration of Pecuniary Interest

No members made any disclosures of pecuniary interest at this time.

3.0 Approval of Minutes

Moved by K. Moher, seconded by J. Clarkson,

“THAT the Minutes of September 9, 2020 BE APPROVED.”

Carried

4.0 Finance Reports

4.1 Finance Report

Finance Manager

Report # 2020-FIN 07

Report for 2020 Financial Results

Moved by T. Nguyen, seconded by K. Moher,

“THAT this Report be received for information.”

Carried

4.2 Finance Report

Executive Director

Report # 2020-ED 52

Partial Re-allocation of Approved 2020 Capital Budget for COVID Related Expenses (October)

Moved by C. Dufresne, seconded by S. Wright,

- a) That the Committee of Management approve the deletion of the Wall Protection (\$15,000) and Automatic Door Openers (\$20,000) projects that was included in our 2020 Capital Budget**
- b) That the Committee of Management approve the addition of three Disinfectant/Cleaners (\$32,000) to the 2020 Capital Budget: and**

c) That the Committee of Management approve the additional of \$3,000 for COVID-19 contingency capital purchases to the 2020 Capital Budget

Carried

**4.3 Finance Report
Executive Director
Report # 2020-ED 53**

Moved by J. Clarkson, seconded by D. Pearcy,

“THAT the Committee of Management receive this Report for information.”

Carried

5.0 Closed Session

Moved by C. Dufresne, seconded S. Wright,

**“THAT the Committee GO INTO CLOSED SESSION for discussion under *The Municipal Act, 2001* Section 239(2): (d).”
(d) labour relations or employee negotiations.**

Carried

Moved by C. Dufresne, seconded by S. Wright,

“THAT the Committee Rise at 1:36 pm from Closed session WITHOUT a REPORT.”

Carried

6.0 Staff Reports

**6.1 Executive Director
Report # 2020-ED 55
Update of Divisional Reports**

Moved by S. Wright, seconded by T. Nguyen,

“THAT the Committee of Management receive this Report for information.”

Carried

**6.2 Executive Director
Report # 2020-ED 56
Health & Safety Report**

Moved by C. Dufresne, seconded by D. Pearcy,

“THAT the Committee of Management receive this Report for information.”

Carried

**6.3 Executive Director
Report # 2020-ED 57
COVID -19 Outbreak Timeline**

Moved by C. Dufresne, seconded by J. Clarkson,

“THAT the Committee of Management receive this Report for information.”

Carried

7.0 Governance

**7.1 Executive Director
Report # 2020-ED 58
Committee of Management Meeting Evaluation Form Completion**

Moved by J. Clarkson, seconded by S. Wright,

“That the Committee of Management receive the Meeting Evaluation Form for completion.”

Carried

8.0 Member Reports on Community Issues Related to Fairhaven

No items to report on.

9.0 Adjournment

Moved by D. Pearcy, seconded by S. Wright,

“THAT There being no further business, the meeting be ADJOURNED at 2:05 p.m.”

Carried

Next Meeting:

The next meeting of the Fairhaven Committee of Management is **Wednesday November 18, 2020** via videoconference at **1:00 p.m.**

Chairperson
Committee of Management

Approved as Presented

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

Executive Director

Approved with Corrections

Warden J. Murray Jones
Troy Speck, CAO