



## COMMITTEE OF MANAGEMENT

### MINUTES

The Regular Meeting of the Committee of Management of Fairhaven was held on August 11, 2021 at 1:00 p.m. via videoconference.

#### ATTENDANCE

##### Members

Keith Riel, Chair	City Councillor	Present
Sherry Senis	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
Carolyn Jones	Finance Manager	Present 1:10-1:18

##### Other

Jeff Dalton	Environmental Services Manager	Present 1:04- 1:10
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### **1.0 Approval of Agenda**

Moved by K. Moher, seconded by S. Wright,

**“THAT the Agenda of August 11, 2021 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 S. Senis, seconded by D. Pearcy,

**“THAT the Minutes of June 9, 2021 be approved.”**

Carried

### **4.0 Guest Speakers**

#### **4.1 Executive Director**

**Report # 2021-ED 46**

**Introduction to Fairhaven’s New Environmental Services Manager**

Moved by T. Nguyen, seconded by C. Dufresne,

**“THAT this report be received for information.”**

Carried

### **5.0 Financial Reports**

#### **5.1 Finance Manager**

**Report # 2021-FIN 05**

**Fairhaven 2020 Audited Financial Statements**

Moved by K. Moher, seconded by S. Wright,

**“THAT the Committee of Management receive the 2020 Financial Statements prepared by Baker Tilley and approved on June 9, 2021.”**

Carried

**5.2 Finance Manager  
Report # 2021-FIN 04  
Report for 2021 Financial Results**

Moved by C. Dufresne, seconded by K. Moher,

**“THAT this report be received for information.”**

Carried

**6.0 Staff Reports**

**6.1 Executive Director  
Report # 2021-ED 47  
Update on Divisional Activities**

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

**“THAT this Report be received for information.”**

Carried

**6.2 Executive Director  
Report # 2021-ED 48  
Health & Safety Report**

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

**“THAT this Report be received for information.”**

Carried

**6.3 Director of Care  
Report # 2021- DOC 01  
Ministry Inspection**

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

**“THAT this Report be received for information.”**

Carried

**6.4 Executive Director  
Report # 2021- ED 49  
Deferring of the Issuance of Request of Request for Proposal for Insurance  
Provider/Broker and Pharmacy Provider**

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

**“THAT this Report be received for information.”**

Carried

**7.0 Governance**

**7.1 Executive Director  
Report # 2021- ED 50  
Fairhaven Annual Report – 2020**

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

**“a) THAT the attached 2020 Annual Report for Fairhaven be received  
for information; and**

**b) THAT the Annual Report is approved for distribution to the  
County and City of Peterborough as well as any other  
stakeholders of Fairhaven.”**

Carried

**7.2 Executive Director  
Report # 2021- ED 51  
AdvantAge Ontario Benchmarking Results- 2019**

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

**“THAT Fairhaven’s Committee of Management receive this Report for  
information.”**

Carried

### 7.3 Executive Director

#### Report # 2021- ED 52

#### Committee of Management Meeting Evaluation Form Completion

Moved by C. Dufresne, seconded by T. Nguyen,

**“THAT the Committee of Management RECEIVED the Meeting Evaluation Form for completion.”**

Carried

### 8.0 Closed Session

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

**“That the Committee GO INTO CLOSED SESSION at 2:03 p.m. for discussion under *The Municipal Act, 2001* Section 239 (2) (b) Personal matters About and identifiable individual Including Municipal or Local Board Employees;**

Carried

Moved by T. Nguyen, seconded by D. Percy,

**“That the Committee Rise at 2:25 pm from Closed session WITHOUT a REPORT.”**

Carried

### 9.0 New Business

~~K. Mohr~~ K. Moher has had discussion with the County on what they would use the debenture payment for, now that Fairhaven has paid it off to the County. The County has already developed a reserve fund for Fairhaven. K. Riel will be approaching the city to discuss the same topic.

L. Towns has had discussions with the County of Peterborough, CAO and said they will discuss this at budget time. L. Towns discussed this with the City of Peterborough ,CAO and they are aware of this, but not sure if they are putting anything aside.

### 10.0 Member Reports on Community Issues Related to Fairhaven

No items to discussed at this time.

### 11.0 Communications and Media Items

11.1 Newspaper Article of Interest

11.2 Thank You Notes

11.3 July Newsletter

**12.0 Adjournment**

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

**“THAT There being no further business, the meeting be ADJOURNED at 2:31 p.m.”**

Carried

**Next Meeting:**

The next meeting of the Fairhaven Committee of Management is **Wednesday September 8, 2021** via Zoom at **3:00 p.m.**



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Chairperson  
Committee of Management

Approved as Presented

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



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Executive Director

Approved with Corrections

Warden J. Murray Jones  
Sheridan Graham, CAO