

MINUTES OF THE REGULAR MEETING OF THE BOARD OF MANAGEMENT
OF THE DISTRICT OF KENORA HOME FOR THE AGED

HELD November 2nd, 2023 - Kenora

9:38 a.m. - 11:05 p.m.



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PRESENT: Norbert Dufresne, Chair

Jack Harrison, Board Member
Louis Roussin, Board Member
Jill Torrie, Board Member
Warren Badiuk, Board Member
Michelle Spencer, CEO & District Administrator
Lisa Oakes, Director of Finance

ABSENT:

James Blight, Vice Chair
Judy Carlson, Board Member

MOVED BY JILL TORRIE

SECONDED BY WARREN BADIUK

THAT the agenda as amended for the November 2nd, 2023 meeting of the Board of Management of the District of Kenora Home for the Aged be approved.

CARRIED

MOVED BY JILL TORRIE

SECONDED BY WARREN BADIUK

THAT the minutes of the Board Meeting held on September 28th, 2023 be adopted as circulated.

CARRIED

No conflict of interest noted.

The CEO & District Administrator presented the report on Executive Limitation (EL) 10 - Public Image

MINUTES

2nd November 2023

RECEIVED

DEC 11 2023

MOVED BY JACK HARRISON
SECONDED BY LOUIS ROUSSIN

THAT the correspondence be received:

- Ministry of Long-Term Care - Updates to Ontario Regulation 246/22 in Effect October 11, 2023, and Consultation on Ontario's Regulatory Registry
- Ministry of Long-Term Care - Seasonal Respiratory Illness Preparedness for Long-Term Care Homes
- Norm Jesin Arbitrator & Mediator Inc. - Notice of scheduled hearing
- Ministry of Long-Term Care - Equipment, Training Fund and Top Up

CARRIED

MOVED BY JACK HARRISON
SECONDED BY LOUIS ROUSSIN

THAT the Community Support report be received.

CARRIED

MOVED BY LOUIS ROUSSIN
SECONDED BY JACK HARRISON

THAT the Chief Executive Officer and District Administrator's report be received.

CARRIED

MOVED BY JACK HARRISON
SECONDED BY LOUIS ROUSSIN

THAT the Board accept the CEO and District Administrators Report on Executive Limitation 10 - Public Image.

CARRIED

MOVED BY JACK HARRISON
SECONDED BY JILL TORRIE

THAT the Board of Management accept the quotation Westbrook Mfg Ltd. for the purchase of one Dexter T-975 O-Series Washer Extractor and two Dexter T-80 O-Series Dryer for Princess Court for the total of \$43,875.00 plus applicable taxes.

CARRIED

MINUTES

2ND November 2023

RECEIVED

DEC 11 2023

MOVED BY LOUIS ROUSSIN
SECONDED BY JACK HARRISON

THAT the Board of Management approve the purchase of a True Two Door Cooler for Princess Court from Russell Hendrix for the total amount of \$7,194.71 including applicable taxes.

CARRIED

MOVED BY JILL TORRIE
SECONDED BY JACK HARRISON

THAT the Board of Management accept the quotation from Guenther's Flooring and Window Décor for the replacement flooring at Princess Court for the total amount of \$12, 979.82 including applicable taxes.

CARRIED

MOVED BY JACK HARRISON
SECONDED BY JILL TORRIE

THAT the Board of Management accept the quotation Darin Campbell for the supply and install of one new all season condensing unit 404a, two new evaporators, line set insulation and controls for the two walk in coolers for Pinecrest Home for a total amount of \$16, 747.28 including applicable taxes.

CARRIED

MOVED BY JACK HARRISON
SECONDED BY JILL TORRIE

THAT the Board of Management accept the invoice from Home Hardware Building Centre for the purchase of ceiling panels and cross tees for the Kenora Community Hospice rooms for the total amount of \$7,212.26 including applicable taxes.

CARRIED

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The Board was provided with risk management reports from Pinecrest Home, Princess Court and Northwood Lodge for the month of September 2023.

The Board was provided with the following financial reports: a Cash Position Statement as of August 2023, budget report up to the end of August 2023.

The Board was provided a copy of the inspection report for Pinecrest Home dated November 1st, 2023.

The CEO provided the Board with a capital and operational work plan outlining active and upcoming projects required to be completed within the next couple of years. After review, it was discussed that the development of a more formalized strategic plan would take place in 2025.

**MOVED BY LOUIS ROUSSIN
SECONDED BY JACK HARRISON**

THAT the accounts and wages in the amount of \$2,649,035.18 for the month of August 2023 be approved for payment.

CARRIED

**MOVED BY LOUIS ROUSSIN
SECONDED BY JACK HARRISON**

THAT the disbursements from the Residents' Trust Account (Pinecrest) in the amount of \$22,944.72 for the month of September 2023, be approved for payment.

CARRIED

**MOVED BY JACK HARRISON
SECONDED BY LOUIS ROUSSIN**

THAT the disbursements from the Residents' Trust Account (Princess Court) in the amount of \$3,041.60 for the month of September 2023, be approved for payment.

CARRIED

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MOVED BY JILL TORRIE
SECONDED BY WARREN BADIUK

THAT the disbursements from the Residents' Trust Account (Northwood Lodge) in the amount of \$2,587.12 for the month of September 2023, be approved for payment.

CARRIED

MOVED BY JILL TORRIE
SECONDED BY WARREN BADIUK

THAT this meeting do now adjourn to meet at the call of the Chair on November 30th, 2023 in Kenora.

CARRIED


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Chair of the Board


.....
Chief Executive Officer