



Regular Board Meeting Minutes
Thursday, November 26, 2020, 1:30 p.m.
Online Via Zoom

ONLINE: Lisa Rosvold (Chair), Karen Marra (Vice-Chair), Grant Canning, Joanna McCallum, Ted Christensen, Alison Brewster, and Erum Afsar

ALSO PRESENT: Ian Wilson (CAO), Greg Hutching (Operations Manager), and Jennifer Comighod (Housing Manager)

1. **CALL TO ORDER**

Chairperson L. Rosvold called the meeting to order at 1:38 p.m.

2. **ADOPTION OF AGENDA**

Motion 20-065: J. McCallum to approve the agenda with the addition of item 8.d Christmas greetings to the residents from the Board. Carried unanimously.

3. **APPROVAL OF MINUTES**

a. **Regular Meeting of the Board:**

Motion 20-066: J. McCallum to approve the minutes of October 22, 2020, regular meeting of the board as presented. Carried unanimously.

4. **PRESENTATION AND GUESTS**

a. **Vicki Lockwood, CPA:** presented the Q3 2020 Financial Report (unaudited).

Motion 20-067: G. Canning to accept the Q3 2020 Financial Report (unaudited) as information. Carried unanimously.

E. Afsar left the meeting at 2:00 p.m.

5. **COMMITTEE REPORT**

a. **Personnel Committee:** verbal briefing provided and discussed.

Motion 20-068: J. McCallum to take the meeting on camera. Carried unanimously.

Motion 20-069: G. Canning to take the meeting out of the camera. Carried unanimously.

6. **CAO REPORT**

a. **This is Home Redevelopment:** report provided and discussed.

b. **COVID-19 Pandemic Response:** verbal report provided and discussed.

c. **2021 BVRH Lodge Program Budget Development:** report provided and discussed.

G. Canning left the meeting at 3:00 p.m.

7. **NEW BUSINESS**

a. **2021 Supportive Living Lodge Program Fee Schedule:** report provided and discussed.

Motion 20-070: L. Rosvold to approve the 2021 Supportive Living Lodge Program Fee Schedule as presented. Carried unanimously.

b. **2021 Seniors' Self-Contained Program Fee Schedule:** report provided and discussed.

Motion 20-071: K. Marra to approve the 2021 Senior's Self-Contained Program Fee Schedule as presented. Carried unanimously.

- c. **Supportive Living Lodge Visitation Policy:** report provided and discussed.
Motion 20-072: T. Christensen to approve the Supportive Living Lodge Visitation Policy as presented. Carried unanimously.
- d. **Christmas Greeting to the Residents from the Board:** verbal update

T. Christensen left the meeting at 3:45 p.m.

8. CORRESPONDENCE AND INFORMATION

- a. **Q3 2020 Strategic Plan Report:** report provided and discussed.
Motion 20-073: A. Brewster to accept the Q3 2020 Strategic Plan Report as information. Carried unanimously.
- b. **Q3 CAO Plan Report:** report provided and discussed.
Motion 20-074: J. McCallum to accept the Q3 CAO Plan Report as information. Carried unanimously.
- c. **November 2020 BVRH Bulletin:** presented and reviewed.
Motion 20-075: K. Marra to accept the report as information. Carried unanimously.
- d. **November 2020 BVRH Occupancy and Waitlist Report:** presented and reviewed.
Motion 20-076: J. McCallum to accept the report as information. Carried unanimously.

9. DATE AND LOCATION OF NEXT MEETING(S)


- a. **November regular meeting:**
December 17, 2020, starting at 1:00 p.m., online via zoom.

10. ADJOURNMENT

Motion 20-077: A. Brewster that the meeting adjourn at 4:00 p.m. Carried unanimously.



Lisa Rosvold, Chairperson



Ian Wilson, CAO

PRESENT: Joanna McCallum, Grant Canning, Karen Marra and Lisa Rosvold

TELECONFERENCE: Erum Afsar


REGRETS: Alison Brewster and Ted Christensen

ALSO PRESENT: Ian Wilson (CAO) and Jennifer Comighod (Housing Coordinator)


1. **Call to Order**
Chairperson G. Canning called the meeting to order at 8:45 a.m.
2. **Adoption of Agenda**
Motion 19-75: J. McCallum that the agenda be approved as presented. Carried unanimously.
3. **Adoption of Minutes**
 - a. **Previous Annual General Meeting**
Motion 19-76: K. Marra that the minutes of the November 30, 2018 annual general meeting be approved as presented. Carried unanimously.
4. **New Business**
 - a. **Election of Officers:**
G. Canning acclaimed as Chairperson (nominated by J. McCallum and seconded by K. Marra).
L. Rosvold acclaimed as Vice Chairperson (nominated by K. Marra and seconded by J. McCallum).
 - b. **Appointment of Committees:**
Motion 19-77: K. Marra that G. Canning, L. Rosvold and I. Wilson be re-appointed to Executive Committee as required by BVRH By-law 5.3.1.
Motion 19-78: J. McCallum that G. Canning, K. Marra, J. McCallum and L. Rosvold be appointed to the Personnel Committee.
Motion 19-79: L. Rosvold that G. Canning, L. Rosvold, A. Brewster and T. Christensen be appointed to the Community Integration Committee.
Motion 19-80: L. Rosvold that G. Canning, J. McCallum, K. Marra and E. Afsar be appointed to the Policy Review Committee.
 - c. **Signing Authority:**
Motion 19-81: K. Marra to appoint G. Canning, L. Rosvold, J. McCallum, I. Wilson and G. Hutchings as signing authorities. Carried unanimously.
 - d. **Appointment of External Auditor:**
Motion 19-82: L. Rosvold to appoint the auditing firm Kenway Mack Slusarchuk Stewart (KMSS) as external auditor for the fiscal period Jan. 1, 2019 through Dec. 31, 2021. Carried unanimously.
 - e. **Appointment of Financial Institution:**
Motion 19-83: L. Rosvold to appoint CIBC as the BVRH financial institution. Carried unanimously.
 - f. **Scheduling of 2020 Regular Board Meetings:**
Motion 19-84: J. McCallum that regular meetings of the board be held at Bow River Seniors Lodge in Canmore, Alberta, on the fourth Thursday of every month. Carried unanimously.
5. **Next Meeting**
The next AGM will be held on November 26, 2020.

6. Adjournment

Motion 19-85: E. Afsar that the meeting be adjourned at 9:30 a.m. Carried unanimously.



Grant Canning, Chairperson



Ian Wilson, CAO