

RICHMOND VILLA MEETING

APRIL 9, 2013

Location: Richmond Villa, St. Peter's

Present: Councillor S. MacNeil, Warden S. Sampson,
Councillor G. Boucher, Councillor B. Marchand
Mrs. Eva Landry, Mr. Ross Wagg
Mr. Carson Samson (Administrator)

Councillor MacNeil called the meeting to order at 7:00 p.m.

Items Added to the Agenda:

There were no items added to the agenda.

Moved by Councillor Boucher, seconded by Councillor Marchand that the agenda be accepted as presented. Motion carried.

Review of Minutes: March 12, 2013

Moved by Councillor Boucher, seconded by Mrs. Eva Landry that the minutes of March 12, 2013 be adopted as presented. Motion carried.

Business Arising from the Minutes

There was no business arising from the minutes.

Administrator's Report

Mr. Samson presented the Administrator's Report for the month ending February 28, 2013 including the year to date totals. The following points were highlighted:

- A deficit position was noted with a net amount of (\$187,976), budgeted amount was (\$31,160) which resulted in a variance of (\$156,816);
- Sick Report for the month ending February, 2013 shows an improvement in the use of sick time as 4.76% of total wages compared to 5.33% last year;
- Sick time is down compared to last year and normally sick time increases this time of year therefore this is an improvement;
- Administration Expenses are under budget compared to last year due to less audit and legal fees;

- In reviewing the variance report it was noted that Building & Maintenance costs continue to be a challenge;
- Overtime rates have been cut in half being 1.01% for this year compared to 1.93% in 2012;
- Overtime costs were \$39,965 compared to \$74,017 in February 2012;
- Currently there are no empty beds and one vacant apartment;
- Relationship has been renewed with Fraser and Hoyt but it was required that we use a different insurer to meet the GASHA SLA insurance clause;
- The Air Handling Unit project is progressing well. The new motors have been ordered and electrical work is scheduled to begin April 9, 2013;
- The AHU project is expected to take approximately 4 weeks with minimum interruptions to daily activities;
- Ceiling cracks at the entrance have been sealed, dry walled and painted by maintenance staff;
- April is volunteer month and an event is being organized to recognize the volunteers. The annual gala will take place in September;
- Updates from the NS Provincial Budget Stakeholder Lockup Session included issues such as seniors paying less for prescription drugs with an investment of 450 million in co-payments, exemption for more seniors from paying provincial income tax, aid for seniors to remain in their homes by investing \$650,000 to increase the property tax rebate by \$200 (bringing the rebate to \$800) and investment of \$2,000,000 in homecare services (transportation, meal prep, errands and yard work) to help seniors stay in their homes;
- Carson has budget documents from the NS Provincial Budget Stakeholder Lockup Session and copies can be provided to board members if requested;
- Stott aluminum is scheduled to be in next week for discussions regarding modifications to the sliding doors;
- AHU study can be sent, via email, to board members who request it;
- Conciliation date has been set for April 24, 2013 for CUPE;
- NSNU is seeking equity and wants to move forward with an identical collective agreement as the Acute Care NSNU members have;
- Vendor payments were \$368,068.14, for the month ending February 28, 2013;
- Interim Snow Plowing analysis as of March 31, 2013 showed overall trips had increased in 2013 compared to 2012 by 49 trips to the Villa, however costs from 2013 were \$8,171.27 less than in 2012;
- A walk around assessment of the villa property with the maintenance supervisor was completed noting such things as gravel on the lawn and pushed over curbs. A re-assessment will be completed once all the snow is gone;
- The snow plowing tender will be much more detailed next year;
- There were very few complaints regarding the snow plowing service this year;
- As per the fuel costs, Carson has initiated talks with GASHA (David MacKenzie, VP of Operations) in order to lower fuel prices as part of HealthPro bulk provincial purchasing;

Moved by Councillor Boucher, seconded by Mr. Ross Wagg that list of vendor expenses, including disbursements to Revenue Canada, for the month of February 2013 in the amount of \$368,068.14 be accepted as presented. Motion carried.

Moved by Warden Sampson, seconded by Councillor Boucher that the Administrator's report for the month of February 2013 be accepted as presented. Motion carried.

Warden Sampson requested and received unanimous consent to add an item for discussion on the agenda for the next Villa Meeting regarding "meeting protocol".

General Business

The following points were brought forth during discussions:

- Carson is doing a great job and it is much appreciated by the Board;
- The Board needs to look at the necessity of monthly meetings versus monthly circulation of the Administrator Report with meetings taking place on an "as needed" basis;
- AHU project should be completed in 3 to 4 weeks;
- Placement issues are still appearing;
- It would be beneficial if a villa board member was on the placement board;

There being no further business, the Chairman adjourned the meeting at 7:30 pm.

CHAIRPERSON

CHIEF ADMINISTRATIVE OFFICER

RECORDER