

RICHMOND VILLA MEETING

JUNE 11, 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. Blair Campbell, 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 Ms. Eva Landry that the agenda be accepted as presented. Motion carried.

Review of Minutes: May 14, 2013

Moved by Warden Sampson, seconded by Mr. Blair Campbell that the minutes of May 14, 2013 be approved as presented. Motion carried.

Business Arising from the Minutes:

Mr. Samson provided a comparison of the last two years for snow removal expenses noting that the cost savings was \$8,200 with 49 more trips to the Villa this year.

Mr. Samson noted that the grounds had been cleared up and the door is still being worked on. He also noted that the stop sign would be arriving any day.

Administrator's Report:

Mr. Samson presented the Statement of Operations for the month ending April 30, 2013 including the year to date totals. The following points were highlighted:

- The auditors have arrived and are expected to be working on year end for a couple of weeks;
- A deficit position was noted with a net amount of (\$22,792), budgeted amount was (\$8,515) which resulted in a variance of (\$14,277);
- Sick Report for the month ending April 30, 2013 shows the use of sick time as 5.64% of total wages compared to 3.79% last year;

- There have been two long term sick employees which are reflected in the percentage;
- Overtime is a percentage above last year coming in at 2.28% of total wages compared to 1.88% last year;
- The Villa is at full capacity;
- Apartment rentals are in under budget due to 2 temporary vacancies;
- \$4,250 was saved in Administration as a result of less audit and legal fees;
- One resident passed away and there is another name awaiting admittance;
- DHW licensing review is scheduled to take place this month;
- Variable speed drives on our Air Handling Units have been installed and awaiting final commissioning in order to run at full automatic mode;
- Carson will be reviewing the HealthPro contract and it's pricing structure with Mark Chisholm of GASHA;
- The Villa does not qualify for funding for a web based security system under the municipal infrastructure grant program because they are municipally owned;
- The cost of the system has been quoted at \$25,000 and funding in the amount of \$12,500 has been secured through the resident council infrastructure fund and other local vendors are being approached;
- Warden Sampson will investigate other funding sources available for this purpose;
- Audited Financial Statements will be presented at the September 2013 board meeting;
- It was noted at the Continuing Care spring conference in May 2013, hosted by DHW that there were no increases in budgets and very little money for capital projects;
- The Villa is permitted to erect a stop sign at the end of the road as per the DOT;
- Bordering tenants Nicole and Jimmy MacDonald have no issues with a stop sign being erected;
- The stop sign has been ordered and should be operational in the next few weeks;
- CUPE is lining up their respective local tables in order to get a majority of homes in order to pressure government to supply and satisfactory mandate;
- NSNU met on May 24, 2013 to review their bargaining position and dates have been secured with them to continue bargaining in September and October of this year.

Moved by Mr. Campbell, seconded by Warden Sampson that list of vendor expenses, including disbursements to Revenue Canada, for the month of April 2013 in the amount of \$264,045.09 be accepted as presented. Motion carried.

Moved by Councillor Boucher, seconded by Mrs. Eva Landry that the Administrator's report for the month of April 2013 be accepted as presented. Motion carried.

Items Added:

There were no items added to the agenda

General Business:

It was noted that there is no women's auxiliary for the Villa.

It was also noted that Mr. Blair Martell of Lobsters R US had again provided lobsters for the annual lobster dinner and a thank you noted should be sent to him.

The chairman wished everyone a good summer.

Adjournment

There being no further business the Chair adjourned the meeting at 7:20 p.m.

CHAIRPERSON

CHIEF ADMINISTRATIVE OFFICER

RECORDER