

RICHMOND VILLA MEETING

FEBRUARY 10, 2015

Location: Richmond Villa, St. Peter's

Present: Councillor S. MacNeil, Councillor G. Boucher
Councillor B. Marchand, Councillor S. Sampson,
Mr. Blair Campbell, Mrs. Eva Landry
Mr. Carson Samson (CEO)

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 Mr. Blair Campbell, seconded by Councillor Sampson that the agenda be accepted as presented. Motion carried.

Review of Minutes: November 18, 2014

Moved by Councillor Boucher, seconded by Councillor Marchand that the minutes of November 18, 2014 be approved with an amendment. **Motion defeated.** (Nays: Councillor MacNeil, Councillor Sampson, Mrs. Eva Landry, Mr. Blair Campbell)

During discussion, it was noted and agreed upon by all members that at the November 18th meeting, Councillor Marchand asked the Chair, before the snow plow tender discussion, if he was in conflict. The Chair replied that he could not determine that. It was also noted and agreed upon by all members that Councillor Marchand did not leave the discussion at that meeting. Councillor Marchand indicated that he declared a conflict. The Chair of the Board indicated that he did not hear Councillor Marchand declare conflict. Councillor Boucher indicated that he heard Councillor Marchand declare a conflict.

Moved by Mrs. Eva Landry, seconded by Councillor Sampson that the minutes of November 18, 2014 be accepted as presented. **Motion carried.** (Nays: Councillor Marchand, Councillor Boucher).

Business Arising from the Minutes:

Included in the CEO's Report.

CEO's Report:

Mr. Samson presented the Statement of Operations for the month ending December 31, 2014 including the year to date totals. The following points were highlighted:

- A net Surplus/Deficit amount was \$20,477 with the budgeted being \$105,936 which resulted in a year to date variance of (\$85,459);
- Sick Report for the month ending December 31, 2014 shows the use of sick time as 3.89% of total wages compared to 3.99% last year;
- Overtime 2.38% of total wages compared to 1.37% last year;
- Richmond Villa is one of the few facilities to track sick and overtime numbers;
- All NH beds and apartments are at full capacity;
- The Villa is now PD designated and has been approved to move forward with staff training;
- \$7,000 has been committed by the Department of Health for training;
- Training is scheduled with the Renal Clinic on February 9th, 10th and 11th and also on February 17th, 18th and 19th, 2015;
- A settlement was reached with a terminated employee before the arbitration date and is privileged and confidential and cannot be shared at this time;
- There was an unannounced drop in visit by a Department of Health Officer and there were very few things noted on the report;
- Department of Labour did a drop in this week and there were no orders to remedy and the official report should be received shortly;
- AEM has agreed that their initial proposal was erroneous regarding the VSD. The motors were bigger than they anticipated. There is continued dialogue regarding their conclusion;
- There has been minimal savings noted and a spreadsheet indicating this has been sent to the company;
- A breakdown of snow plowing costs, by the vendor, has been received. (Copy Attached).

Mr. Samson reviewed the breakdown of the snow plowing costs and noted that 80% of the depreciation cost of the truck was being allocated to the Villa. He also noted that the truck was only used for snow removal at the Villa 3 months of the year, so this seemed unreasonable.

It was noted by Councillor Sampson that the previous five minutes in addition to the first half hour of the meeting had been spent reviewing the issue of the snow plowing contract and there was no declaration of a conflict by any member present.

Moved by Mrs. Eva Landry, seconded by Councillor Boucher that list of vendor expenses, including disbursements to Revenue Canada, for the month of December 2014 in the amount of \$290,419.17 be accepted as presented. Motion carried.

Moved by Mr. Blair Campbell, seconded by Councillor Sampson that the Administrator's report for the month of December 2014 be accepted as presented. Motion carried.

General Business:

It was noted that the temperature in different sections of the building vary and it's a challenge to maintain the same temperature for all areas.

Adjournment

Moved by Councillor Boucher, seconded by Mr. Blair Campbell that the meeting be adjourned.

There being no further business the Chair adjourned the meeting at 8:00 p.m.

CHAIRPERSON

CAO/CLERK

RECORDER