

## RICHMOND VILLA MEETING

APRIL 14, 2015

Location: Richmond Villa, St. Peter's

Present: Councillor S. MacNeil, Councillor G. Boucher  
Councillor B. Marchand, Councillor S. Sampson,  
Mr. Blair Campbell, Mr. Ross Wagg  
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 Councillor Sampson, seconded by Mr. Ross Wagg that the agenda be accepted as presented. Motion carried.

### Review of Minutes: February 10, 2015

Moved by Councillor Sampson, seconded by Mr. Blair Campbell that the minutes of February 10, 2015 be accepted as presented. Motion carried.

### Business Arising from the Minutes:

In response to a requested for an update on AEM, the CEO indicated that information would be provided later in the meeting for discussion.

### CEO's Report:

Mr. Samson presented the Statement of Operations for the month ending February 28, 2015 including the year to date totals. The following points were highlighted:

- A net Surplus/Deficit amount was (\$54,281) with the budgeted being (\$26,599) which resulted in a year to date variance of (\$80,880);
- The Province is aware of the cash flow issue; however there is no additional funding available;

- The CEO will report back to the board how long it will take until the bank overdraft will no longer assist with the cash flow issue, if this can be objectively determined.
- Sick Report for the month ending February 28, 2015 shows the use of sick time as 3.93% of total wages compared to 4.14% last year;
- Overtime 2.49% of total wages compared to 1.47% last year;
- There are no casuals, which makes it difficult to provide relief to full time personnel; All NH beds and apartments are at full capacity;
- Two apartment tenants are currently being assessed by Adult Protection Services.
- There are four people on the waiting list for the apartments. There may need to be an interview process to determine the type of tenant we get in the apt's.
- Discussions are required to consider phasing out the apartments and turning them into RCF. The CEO will draft a letter and send it to the Province;
- Annual staff education days will take place on April 21<sup>st</sup> and 22<sup>nd</sup>. Two researchers are coming from Acadia University to do sessions on “Civility at Work and a Respectful Workplace”;
- Talks with Futureworx from Truro are taking place about the possibility of offering a CCA program. The students would be available to the Villa as casual workers for 16 weeks after the program is complete. Discussions took place with Richmond Home Support and St. Anne's Centre on April 13<sup>th</sup> regarding partnering with them in order to help the entire county. The program has the potential of being partially funded through the Department of Labor and Advanced Education. Once funding is confirmed a proposal will be submitted. The board will be updated accordingly;
- Work is being done on behalf of the Province to build an essential service plan. The government put out legislation in the spring which mandated an essential service plan be put in place prior to any job action. The Villa will be the first LTC organization to develop a plan and will be the backbone of other plans moving forward in this sector.
- The CEO of NSHEPP is coming to the Villa on May 19<sup>th</sup> to do a presentation to staff that are near retirement and also have a Q&A session afterwards about the pension statements that are sent out every year to members.
- There were no labour relations issues to report.

Mr. Samson provided an update on the placement and eligibility policies.

Moved by Councillor Sampson, seconded by Councillor Boucher that list of vendor expenses, including disbursements to Revenue Canada, for the month of February 2015 in the amount of \$304,345.60 be accepted as presented. Motion carried.

Moved by Mr. Blair Campbell, seconded by Mr. Ross Wagg that the Administrator's report for the month of February 2015 be accepted as presented. Motion carried.

#### General Business:

It was noted that there are some shingles that are loose on the roof. Mr. Samson indicated that once the weather warms up, he will schedule for them to be repaired.

It was noted that the payment to NSPC seems high. Mr. Samson will review the payment and provide an update to the board.

A discussion took place regarding volunteers of the Villa which highlighted some comments that have been made.

Mr. Samson reviewed the NSPC and ENS financing charges with the board. A projected savings of \$1,700-\$2,500 per month will take place after project is complete. This is not as much as anticipated; however, it is still a savings and it is not feasible to seek further action.

Mr. Samson reviewed the snow plowing costs for the season. Other options will be explored for next year. Information will be provided to the board once further inquiry is done.

Adjournment

Moved by Mr. Blair Campbell, seconded by Mr. Ross Wagg that the meeting be adjourned.

There being no further business the Chair adjourned the meeting at 8:06 p.m.

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
CAO/CLERK

\_\_\_\_\_  
RECORDER