

PRESENT: Lisa Rosvold (Chair), Karen Marra, Joanna McCallum, Don Beaulieu, Anita Szuster, Ted Christensen and Chip Olver

ALSO PRESENT: Ian Wilson (CAO), Greg Hutchings (Operations Manager), Jennifer Comighod (Client Services Manager) and Vicki Lockwood (Controller)

REGRETS: None

1. CALL TO ORDER

Chairperson L. Rosvold called the meeting to order at 11:10 a.m.

2. ADOPTION OF AGENDA

Motion 23-062: K. Marra to approve the agenda amended to include items 9. (e) RMA Resolutions and 9. (f) BCCF Meeting. Carried unanimously.

3. PRESENTATION AND GUESTS

- a. **Vicki Lockwood, CPA:** presented the Q3 2023 Financial Reports (unaudited).
Motion 23-063: A. Szuster to accept the Q3 2023 Financial Reports (unaudited) as information. Carried unanimously.

Vicki Lockwood left the meeting at 11:25 a.m.

4. APPROVAL OF MINUTES

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

Motion 23-064: J. McCallum to approve the minutes of October 25, 2023, the regular meeting of the board as presented. Carried unanimously.

5. CAO REPORT

- a. **'This is Home' Redevelopment:** verbal update provided and discussed.
b. **2024 Supportive Living Budgets Development:** report provided and discussed.
c. **Lodge Open Houses:** report provided and discussed.

6. NEW BUSINESS

- a. **2023 Client Satisfaction Survey Results Summary:** report provided and discussed.
Motion 23-065: J. McCallum to accept the report as information. Carried unanimously.
b. **2023 Employee Satisfaction Survey Results Summary:** report provided and discussed.
Motion 23-066: D. Beaulieu to accept the report as information. Carried unanimously.
c. **2024 Supportive Living Program Fee Schedule:** report provided and discussed.
Motion 23-067: D. Beaulieu to approve the Fee Schedule as presented. Carried unanimously.
d. **2024 Seniors' Self-Contained Program Fee Schedule:** report provided and discussed.
Motion 23-068: K. Marra to approve the Fee Schedule as presented. Carried unanimously.

7. CORRESPONDENCE AND INFORMATION

- a. **November 2023 BVRH Bulletin:** presented and reviewed.
Motion 23-069: A. Szuster to accept the report as information. Carried unanimously.
b. **November 2023 Occupancy and Waitlist Report:** presented and reviewed.
Motion 23-070: T. Christensen to accept the report as information. Carried unanimously.
c. **RMA Resolution:** verbal update provided and discussed.
d. **BCCF Meeting:** verbal update provided and discussed.

8. DATE AND LOCATION OF NEXT MEETING(S)

a. Next Regular Meeting of the Board:

December 21, 2023, starting at 10:00 a.m. in Bow River Lodge, Canmore.

9. ADJOURNMENT

Motion 23-071: K. Marra that the meeting adjourn at 1:20 p.m. Carried unanimously.



Lisa Rosvold, Chairperson



Ian Wilson, CAO

MINUTES PREPARED BY: Ian Wilson, CAO