



Regular Board Meeting Minutes
Thursday, November 28, 2024, 10:00 a.m.
Bow River Seniors Lodge, Canmore AB

PRESENT: Karen Marra (Chair), Lisa Rosvold, Joanna McCallum, Ted Christensen, Don Beaulieu and Kateri Cowley

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

REGRET: Chip Olver

1. CALL TO ORDER

Chairperson K. Marra called the meeting to order at 10:40 a.m.

2. ADOPTION OF AGENDA

Motion 24-078: L. Rosvold to approve the agenda. Carried unanimously.

3. PRESENTATION AND GUESTS

- a. **Vicki Lockwood** presented and discussed the Q3 2024 Financial Report (unaudited).
Motion 24-079: T. Christensen to accept the report as information. Carried unanimously.

Vicki Lockwood left the meeting at 10:57 a.m.

4. APPROVAL OF MINUTES

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

Motion 24-080: K. Cowley to approve the minutes of October 24, 2024, the regular meeting of the board as presented. Carried unanimously.

5. CAO REPORT

- a. **This is Home' Redevelopment:** verbal report provided and discussed.
b. **2025 Budget Development:** report provided and discussed.

6. NEW BUSINESS

- a. **2024 BVRH Client Satisfaction Report:** report provided and discussed.
b. **2024 BVRH Employee Satisfaction Report:** report provided and discussed.
Motion 24-081: T. Christensen to accept the 2024 BVRH Client Satisfaction Report and 2024 BVRH Employee Satisfaction Report as information. Carried unanimously.
c. **Proposed 2025 Supportive Living Lodge Program Fee Schedule:** report provided and discussed.
d. **Proposed 2025 Seniors' Self-Contained Program Fee Schedule:** report provided and discussed.
Motion 24-082: L. Rosvold to approve the Proposed 2025 Supportive Living Lodge Program Fee Schedule and Proposed 2025 Seniors' Self-Contained Program Fee Schedule. Carried unanimously.

7. CORRESPONDENCE AND INFORMATION

- a. **November 2024 BVRH Bulletin:** presented and reviewed.
b. **November 2024 Occupancy and Waitlist Report:** presented and reviewed.
Motion 24-083: J. McCallum to accept the November 2024 BVRH Bulletin and November 2024 Occupancy and Waitlist Report as information. Carried unanimously.

8. DATE AND LOCATION OF NEXT MEETING

a. **Regular Meetings of the Board:** December 20, 2024, starting at 10:00 a.m. in Bow River Lodge, Canmore.

9. **ADJOURNMENT**

Motion 24-084: J. McCallum that the meeting adjourn at 11:44 a.m. Carried unanimously.



Karen Marra, Chairperson



Ian Wilson, CAO

MINUTES PREPARED BY: Jennifer Comighod, Client Services Manager