

**ELLIOT LAKE RETIREMENT LIVING
NORDEV GROUP**

Annual Meeting

Hampton Inn - January 31, 2019 - 3:00 P.M.

PRESENT:	GILBERT CONTANT	Representative of the Community at Large - Chair
	LOUIS UCCI	Representative of Community at Large - Vice Chair
	FERN HOULE	Representative of Huron Lodge
	NORMAN MANN	Representative of City of Elliot Lake
	KITTY BINKLE	Representative of Tenants
	GEORGE FARKOUH	Representative of St. Joseph's Hospital
	BLAIR BOILARD	Representative of Community at Large
	DAN MARCHISELLA	Representative of the City of Elliot Lake
REGRETS:	ALEX BERTHELOT, JR.	Representative of Community at Large
	PAT ORSER	Representative of Tenants
	JANET WHISSELL	Representative of Tenants
VACANCY:		Representative of Chamber of Commerce
OFFICERS:	RHONA GUERTIN	General Manager
	DOUGLAS KEARNS	Corporate Secretary
GUESTS	MARIELLE BROWN	Sales and Marketing Manager
	CURTIS GEAR	Manager of Housing and Preps
	ANDY KADOS	Manager of Multi residential Assets
	KAREN PENNER	Manager of Hampton
	CAROLE AMOND	Executive Assistant

ELLIOT LAKE RETIREMENT LIVING MEETING

1. **CALL TO ORDER:** 3:00 p.m. by Chair.
2. **APPROVAL OF AGENDA**

After a brief discussion, it was resolved:

19-01-711 *"That the agenda be approved."*

Moved by Mr. Houle
Seconded by Mr. Marchsella

Carried

3. **STONE RIDGE**

As the Corporate Secretary had not yet arrived, the Chair commenced the meeting the Business Plan for Stone Ridge. Ms. Brown reviewed her report and updated the Board on the engagement of a food and beverage provider for the golf course. After full discussion, it was resolved:

19-01-712 *That the business plan for Stone Ridge be accepted as presented."*

Moved by Mr. Farkouh
Seconded by Ms. Binkle

Carried

4. **BUSINESS PLAN FOR ELRL**

Ms. Guertin commenced with a general discussion of the Business Plan for 2019 and a review of the performance of the Corporations in 2018. After a general discussion, the following staff members gave presentations on the following topics:

Marketing and Revenue	Marielle Brown
Finance	Rhona Guertin
Human Resources	Rhona Guertin
Business Development	Rhona Guertin
Multi-Residential	Andy Kados
Unit Preps and Houses/Townhouses	Curtis Gear
Capital Plan	Rhona Guertin

After a full discussion of all topics, it was resolved:

19-01-713 *"That the Business Plan for the Corporation for 2019 be accepted as presented."*

Moved by Mr. Houle
Seconded by Mr. Ucci

Carried.

After a short break, the Chair reconvened the meeting to cover the following topics.

5. CONFIRMATION OF DIRECTORS

Mr. Kearns confirmed that a new member will be necessary to replace Mr. Green who sadly passed away in December. The Chair and Mr. Farkouh shared some memories of Mr. Green with the Board, which were appreciated. A replacement for the position was discussed, and in keeping with the decisions made at the strategic planning session, it was resolved:

19-01-714 *“That the Chamber be asked if they would allow their position to lapse so that the Board could determine a replacement by using the protocol for recruiting for this directorship as a Community at Large position.”*

Moved by Mr. Farkouh
Seconded by Mr. Houle

Carried.

6. ELECTION OF CHAIR, VICE-CHAIR

The first two-year terms for Mr. Contant as Chair and Mr. Ucci as Vice-Chair having concluded, it was determined by unanimous consent that each would continue to serve for an additional two-year term.

7. APPOINTMENT OF OFFICERS

Elliot Lake Retirement Living has two positions defined as Officers under the by-laws, that of General Manager and that of Corporate Secretary. It was resolved:

19-01-715 *“That Rhona Guertin be appointed General Manager, and Douglas Kearns be appointed Secretary to the Board for 2019.”*

Moved by Mr. Mann
Seconded by Mr. Houle

Carried.

8. MINUTES OF MEETING OF DECEMBER 19, 2018

The Board reviewed the Minutes of the meeting and it was resolved:

19-01-716 *"That the Minutes of the meeting of December 19, 2018 be approved as amended."*

Moved by Mr. Boilard
Seconded by Mr. Marchisella

Carried.

9. EXECUTIVE COMMITTEE

The Board addressed the empanelling of the Executive Committee. After discussion, it was unanimously approved that the Executive Committee would continue to consist of Mr. Contant, Mr. Ucci, Mr. Farkouh and Mr. Berthelot.

10. BOARD MEETING SCHEDULE

The Board determined to meet a minimum of four times a year, with the next meeting to be May 22, 2019, tentatively at 3:00 p.m.

11. APPOINTMENT OF DIRECTORS FOR NORDEV

The Board then unanimously agreed that all Directors of ELRL would be Directors of 1425164 Ontario Limited (NorDev).

12. ADJOURNMENT AT 5:50 P.M.

By unanimous consent, the Elliot Lake Retirement Living meeting was then adjourned.



Gilbert Contant, Chair

NORDEV GROUP

ANNUAL MEETING
HAMPTON INN
THURSDAY JANUARY 31, 2019

PRESENT: GILBERT CONTANT, Chair
LOUIS UCCI, Vice Chair
FERN HOULE
KITTY BINKLE
GEORGE FARKOUH
NORMAN MANN
BLAIR BOILARD
DAN MARCHISELLA

REGRETS: ALEX BERTHELOT, Jr.
PAT ORSER
JANET WHISSELL

OFFICERS: RHONA GUERTIN General Manager
DOUGLAS KEARNS Corporate Secretary

GUESTS All Guests from the ELRL meeting remained

1. **CALL TO ORDER** by Chair, at 6:00 p.m.
2. **APPROVAL OF AGENDA:** Unanimous consent.
3. **CHAIR AND VICE CHAIR**

By unanimous consent it was agreed that Mr. Contant shall be the Chair of NorDev and Mr. Ucci shall be the Vice Chair of NorDev.

4. **APPOINTMENT OF OFFICERS**

By unanimous consent it was also resolved that Rhona Guertin be appointed General Manager, and Douglas Kearns be appointed Secretary to the Board for 2019.

5. APPROVAL OF MINUTES OF DECEMBER 19, 2018

It was resolved:

19-01-717 *"That the Minutes of the meeting held December 19, 2018 be accepted"*

Moved by Ms. Binkle
Seconded by Mr. Houle

Carried

6. 2019 NORDEV BUSINESS PLAN

Ms. Brown and Ms. Penner, Hotel Manager, reviewed with the Board the performance of NorDev and the 2019 business plan and after discussion it was resolved:

19-01-718 *"That the Business Plan for 2019 be accepted as presented."*

Moved by Ms. Binkle
Seconded by Mr. Boilard

Carried

7. NORDEV MEETINGS

By unanimous consent, meetings of NorDev are to follow the meetings of Elliot Lake Retirement Living, with the next meeting set for May 22, 2019, tentatively at 3:00 p.m.

8. ADJOURNMENT

By unanimous consent, the meeting was adjourned.



Gilbert Contant, Chair