

**ELLIOT LAKE RETIREMENT LIVING  
NORDEV GROUP**

November 26, 2025 at 4:00 P.M.  
ELRL Boardroom

<b>PRESENT:</b>	GIL CONTANT	Representative of Community at Large - Chair
	GORDON HALL	Representative of Tenants - Vice Chair
	MICHAEL HUKEZALIE	Representative of Community at Large
	DAN McCAMBRIDGE	Representative of Community at Large
	PAT ORSER	Representative of Tenants
	DR. ANDREW WANNAN	Representative of City of Elliot Lake
	CHARLES FLINTOFF	Representative of City of Elliot Lake
	FERN HOULE	Representative of Huron Lodge
	JACQUES RIBOUT	Representative of Community at Large
<b>REGRETS:</b>	GORDON MCCARTHY	Representative of Tenants
	ROB deBORTOLI	Representative of Community at Large
<b>VACANCY:</b>	Representative of Community at Large	
<b>OFFICERS:</b>	RHONA GUERTIN	General Manager
	DOUGLAS KEARNS	Corporate Secretary
	NORMAN MANN	Prospective General Manager
<b>GUESTS</b>	MARIELLE BROWN	Senior Manager of Sales and Marketing
	CAROLE AMOND	Executive Assistant

**ELLIOT LAKE RETIREMENT LIVING MEETING**

1. **CALL TO ORDER:**

4:00 p.m. by Chair.

The Chair welcomed new member Charles Flintoff as one of the two Representatives of the City replacing Mr. Mann.

2. **DECLARATION OF CONFLICTS OF INTEREST**

There were none.

3 **APPROVAL OF AGENDA**

The Board reviewed the agenda and after discussion, it was resolved:

25-05-1011 *"That the Agenda is approved as presented."*

Moved by Mr. Ribout  
Seconded by Mr. Houle

Carried.

4. **MINUTES OF MEETING OF SEPTEMBER 17, 2025**

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

25-05-1012 *"That the Minutes of the meeting of September 17, 2025 be approved."*

Moved by Mr. Hall  
Seconded by Mr. McCambridge

Carried.

5. **GENERAL MANAGER'S REPORT**

Ms. Guertin presented her written report and answer questions from the Board. She reviewed capital projects and the move out statistics, and other aspects of her report. After full discussion, it was resolved:

25-05-1013 *"That the General Manager's Report be accepted as presented."*

Moved by Mr. Houle  
Seconded by Mr. Flintoff

Carried.

6. **SIGNING AUTHORITY**

With changes to the business and upcoming retirement of Ms. Guertin, the Board revisited the provisions of its organizational bylaw dealing with signing authority for both ELRL and NorDev. After full discussion, it was resolved:

25-05-1014 *"That the signing authorities for both ELRL and NorDev be amended as follows:*

*Contracts/notes in the ordinary course and within the approved plan of the Corporation operations up to a value of \$750,000.00 may be entered into on behalf of the Corporation by any two of the General Manager, Senior Manager of Sales and Marketing, Manager of Finance, Chair and Vice Chair.*

*Contracts/notes not in the ordinary course or not within the approved plan of the Corporation operations or in excess of \$750,000.00 must be entered into on behalf of the Corporation by any two of the Chair, Vice Chair and General Manager.*

*The Corporation shall have five signing officers, being the General Manager, the Senior Manager of Sales and Marketing, Manager of Finance, the Chair and Vice Chair. All cheques and other negotiable documents shall be signed by two signing officers.*

Commencing forthwith the signing officers fulfilling these roles are:

General Manager	Norm Mann Rhona Guertin (until December 31, 2025)
Senior Manager of Sales and Marketing	Marielle Brown
Manager of Finance	Rozzalynn Salisbury
Chair	Gilbert Contant
Vice-Chair	Gord Hall."

Moved by Mr. Hall  
Seconded by Ms. Orser

Carried.

**7. STONE RIDGE**

Ms. Brown reviewed her written report on the progress at the Golf Course this season, reviewing membership and round play to date, and capital projects. After full discussion, it was resolved:

25-05-1015 *"That the Stone Ridge Report be accepted as presented."*

Moved by Mr. Ribout  
Seconded by Mr. McCambridge

Carried.

The Board also reviewed the renewed 10-year contract with the City for the management of the Golf Course, and it was resolved:

25-05-1016 *"That the agreement be accepted as presented."*

Moved by Mr. Hukezalie  
Seconded by Ms. Orser

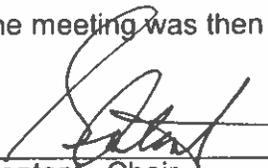
Carried.

**8. NEXT MEETING**

After confirmation that Board Governance and the recruitment for the vacant board position would be dealt with in the new year, the date for the Business Planning meeting was set to January 28, 2026 at 4:00 p.m.

**9. ADJOURNMENT**

The meeting was then adjourned.

  
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Gilbert Contant, Chair

## NORDEV GROUP

NOVEMBER 26, 2025 - ELLIOT LAKE RETIREMENT LIVING BOARDROOM

**PRESENT:** GILBERT CONTANT, Chair  
GORDON HALL, Vice Chair  
FERN HOULE  
CHARLES FLINTOFF  
MIKE HUKEZALIE  
DR. ANDREW WANNAN  
DAN McCAMBRIDGE  
PAT ORSER  
JACQUES RIBOUT

**REGRETS:** ROB deBORTOLI  
GORDON McCARTHY

**OFFICERS:** RHONA GUERTIN           General Manager  
DOUGLAS KEARNS           Corporate Secretary

**GUESTS**    MARIELLE BROWN       Senior Manager of Sales and Marketing  
              CAROLE AMOND       Executive Assistant  
              NORM MANN           Prospective General Manager

1.    **CALL TO ORDER** by Chair at 5.17.

2.    **APPROVAL OF AGENDA**

After a brief discussion, it was resolved:

25-05-1017   *"That the agenda be approved."*

Moved by Mr. Houle  
Seconded by Mr. Ribout

Carried.

3.    **MINUTES OF MEETING OF SEPTEMBER 17, 2025**

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

25-05-1018   *"That the Minutes of the meeting of September 17, 2025 be approved."*

Moved by Mr. Hall  
Seconded by Mr. Flintoff

Carried.

**4. GENERAL MANAGER'S REPORT**

The General Manager and Ms. Brown reviewed with the Board the written report and addressed questions. Of particular note was recovery of room nights and the progress of the renovation program required by Hilton. After full discussion, it was resolved:

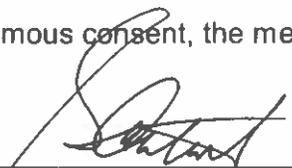
25-05-1019 *"That the General Manager's Report be accepted as presented."*

Moved by Mr. McCambridge  
Seconded by Mr. Houle

Carried.

**5. ADJOURNMENT**

By unanimous consent, the meeting was then adjourned.

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Gilbert Contant, Chair