

THURSDAY, MARCH 30, 2023

MINUTES

Date: Thursday March 30, 2023

Location: Castle Arms III Board Room & ZOOM

Time: 5:00 p.m.

Present: Chris Mayne, Chair **Staff:** Jamie Lowery- CEO
 Mark King, Vice-Chair Billy Brooks- CFO
 Sherry Culling Jillian Duchesne – Recording Secretary
 Allan Marquette Jennifer Carriere- Operations

Regrets: Julie Pilkey **Guests:** Jamie Peters
 Brian Bertrand
 Joanne Brousseau
 Chantal Brousseau

	ITEM	ACTION
A.	CALL TO ORDER	
	<p>RECORDED MEETING</p> <p><i>“Moved by: Allan and seconded by Sherry that the meeting be called to order at 5:07 p.m.</i></p> <p>Res. #8-23 <u>Carried</u></p>	
	1. Approval of Agenda	
	<p><i>“Moved by Allan and seconded by Sherry that the agenda for this meeting be adopted, as amended.”</i></p> <p>Res. #8-23 <u>Carried</u></p>	
	2. Conflict of Interest	

	<p><i>“Moved by Allan and seconded by Mark that no member present has declared a conflict of interest.”</i></p> <p>Res. #9-23 <u>Carried</u></p>	
3. Approval of the Minutes		
	<p><i>“Moved by Allan and seconded by Mark that the minutes of the Meeting held on January 31st, 2023 be adopted as presented.”</i></p> <p>Res. #10-23 <u>Carried</u></p>	
4. Business Arising		
	<p>4.1 Jamie Peters attends meeting as a possible new board member</p>	
5. Castle Arms Operations		
	<p>5.1 Operational Update</p> <p style="padding-left: 40px;">The contract for lawn maintenance- Tony’s Lawn Maintenance Plus be awarded the lawn maintenance contract from May-October 2023. For the amount of \$18,000+HST</p> <p style="padding-left: 40px;">Mark King is related to the owner and declared a conflict of interest.</p> <p><i>“Moved by Sherry and seconded by Allen that the Board approve the contract and recognize the Conflict of Interest declared by Mark King, as presented.”</i></p> <p>Res. #11-23 <u>Carried</u></p> <p style="padding-left: 40px;">Jennifer to get pricing for CSS lawn maintenance contract.</p> <p>5.2 Finance Update*</p> <p>5.3 Health & Wellness Update*</p> <p>5.4 Executive Update with Brian Bertrand- Presentation on CA4 redevelopment.</p> <p style="padding-left: 40px;">Bertrand Wheeler to provide a Class D estimate for the proposed Seniors Hub as presented March 30, 2023.</p> <p><i>“Moved by Mark and seconded by Allen that the Board provide direction, as presented.”</i></p>	<p>Jennifer</p>

	Res. #12-23 <u>Carried</u> <i>*Updates attached</i>	
	5 New Business	
	None	
B.	CORRESPONDENCE	
	None	
C.	REQUEST FOR FUTURE AGENDA ITEMS	
	North Wing Presentation with Brian Bertrand	
D.	DATE OF NEXT MEETING	
	Thursday, May 11 th , 2022 @ 5:00 p.m.	
E.	ADJOURNMENT	
	<p>“Moved by Sherry and seconded by Allan that the meeting be adjourned at 6:35 p.m.”</p> <p>Res. #13-23 <u>Carried</u></p>	

Secretary

Chairman