



Wetaskiwin & Area Lodge Authority
November 30, 2022 @ 9:00am
Zoom

MINUTES

County of Wetaskiwin	Kathy Rooyakkers	Ken Adair	Lynn Carwell
City of Wetaskiwin	Wayne Neilson	Dean Billingsley	
Town of Millet	Gerdie Hogstead		
The Bethany Group	Carla Beck	Shannon Holtz	Amanda Leckie
	Melodie Stol (recorder)		

1.	Call to Order
	The meeting was called to order at 9:20 am by Kathy Rooyakkers, Board Chair. <i>Due to the weather forecast, the meeting was moved to online with notice sent by email on Tuesday November 29. .</i>
2.	Review of Agenda
	WALA 22-11-01 MOVED by I. Carwell to approve the November 30, 2022 Agenda as presented. CARRIED
3.	Approval of Minutes
	WALA 22-11-02 MOVED by D. Billingsley to approve the October 5, 2022 Regular meeting minutes as presented. CARRIED
4.	Correspondence
	a. Seniors Income Amounts October -December 2022
	b. The Bethany Group 2021 Annual Report
	WALA 22-11-03 MOVED by K. Adair to accept the correspondence as information. CARRIED
5.	Reports
	a. Financial Reports Review of financial reports and accompanying notes for the 10 months ending October 31, 2022. highlights: Covid funding is still being received for occupancy loss compared to 2019. Food costs are being closely monitored. New menus in place, monitoring wastage, ordering focused on bulk savings and awareness on swapping menu items when costs

Caring Communities

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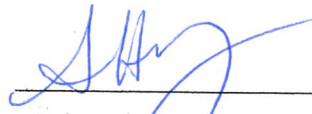
		<p>escalate. Currently forecast a surplus to budget at end of 2022.</p> <p>WALA 22-11-04 MOVED by D. Billingsley to accept the Financial Reports as information. CARRIED</p>
	b.	<p>Occupancy Reports – for the period ending October 31, 2022</p> <p>Move-ins occurring at both Peace Hills and West Pine. Suite renewals and CMR investment occurring in the seniors apartments managed by The Bethany Group. Discussion on improvements at West Pine Lodge. Kathy has had a chance to speak with local MLA’s highlighting the need for capital investment for West Pine, including safety considerations for the bathrooms.</p> <p>WALA 22-11-05 MOVED by W. Neilson to accept the Occupancy Report as information. CARRIED</p>
	c.	<p>CAO Report</p> <p>Highlights: Flu and booster immunizations have been offered at each lodge. AUPE negotiations ongoing, two staff positions open at West Pine and working on building casual pools. QI Meal Time experience wrapping up, focused now on building from the lessons learned and best practices that were identified. COR audit results of 94%, developing action plans for the improvement areas.</p> <p>WALA 22-11-06 MOVED by G. Hogstead to accept the CAO report as information. CARRIED</p>
6.	New Business	
	a.	<p>Budget 2023</p> <p>Finance worked with site manager to develop budget. Conservative occupancy forecast. No Covid funding included in budget. Staffing levels of 17.2 FTE for Peace Hills and 6.3 FTE at West Pine, with funds identified for the union negotiations. 5.5% CPI applied to operating and maintenance. Funds for painting kitchen and common areas at Peace Hills. Utilities secured through futures contracts with 87/60, increases to heating and carbon taxes with electricity staying at the same rate as 2022. No increase to the requisition of \$975,000 and the budget deficit to be addressed through retained earnings. Reserves policy will be coming to the board in 2023. Reviewed the Lodge Rate sheet with changes to the Guest Meal Rates. Reviewed the bad debts of one resident account of \$4542.90. Collections will be pursued. Question on being able to provide funds for raised garden beds at the lodges for resident use.</p>

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		WALA 22-11-07	MOVED by K. Adair to approve the 2023 Budget with requisition set at \$975,000.	CARRIED
		WALA 22-11-08	MOVED by L. Carwell to approve the July 2023 Rate sheet as presented with no changes to the rental rate calculation, no changes to the service package fees and changes to Guest Meal rates.	CARRIED
		WALA 22-11-09	MOVED by W. Neilson to approve the bad debt write-off of one resident account of \$4542.90.	CARRIED
7.	Next Meeting			
	<ul style="list-style-type: none"> ▪ Wednesday February 1, 2022 at 9:00 am via Zoom 			
8.	Adjournment			
	WALA 22-11-10	MOVED by D. Billingsley to adjourn the November 30, 2022 meeting at		CARRIED



Kathy Rooyackers, Board Chair
Wetaskiwin & Area Lodge Authority



Carla Beck, CEO
The Bethany Group

Feb 1, 2023
Date

Feb 1, 2023
Date

