



MINUTES

**JOHN NOBLE HOME
COMMITTEE OF MANAGEMENT
WEDNESDAY, DECEMBER 13, 2023**

1:00 P.M.

COUNTY OF BRANT COUNCIL CHAMBERS,
7 Broadway St. W,
PARIS, ONTARIO

JOHN NOBLE HOME

Jessica Tanchak
Executive Assistant

**JOHN NOBLE HOME COMMITTEE OF MANAGEMENT
MINUTES**

WEDNESDAY, DECEMBER 13, 2023

1:00 P.M.

COUNTY OF BRANT COUNCIL CHAMBERS

Chair Carpenter called meeting to order at 1:10 p.m.

1. ROLL CALL

Present: City of Brantford
Councillor Carpenter
Councillor Samwell
Councillor Sullivan
Councillor Hunt

County of Brant
Councillor MacAlpine
Councillor Coleman
Mayor Bailey
Councillor Bell

Regrets:

Also Present: M. Bastian, J. Tanchak, S. Holmes, R.Diez, A.Gora, J.Toner,
J.Patenaude, M.Gregory, L.Spry, G.Young

2. DECLARATIONS OF CONFLICTS OF INTEREST

No pecuniary interests were declared.

3. APPROVAL OF THE AGENDA

Moved by Councillor Bell
Seconded by Mayor Bailey

THAT the Agenda BE APPROVED

CARRIED

4. MINUTES

4.0 Minutes

Moved by Councillor Coleman
Seconded by Councillor MacAlpine

THAT the following Minutes (4.1 & 4.2) BE ADOPTED

- 4.1 **John Noble Home Committee of Management** – November 8, 2023
- 4.2 **John Noble Home Committee of Management In-Camera Minutes-**
November 8, 2023
- 4.3 **John Noble Home Family Council-** October 23, 2023

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. PRESENTATIONS/DELEGATIONS (list, if any, available at meeting)
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6.1 Bed Development Update Presentation by Michael Bastian, Administrator

M. Bastian presented updates to the Committee of Management on the bed development project.

Councillor Bell asked how much is left in the contingency budget? M.Bastian shared that 1.3 million is left in the contingency.

Councillor Bell added that he would like to continue to receive the construction schedule.

M. Bastian confirmed that the Project Consultant was costed within the construction budget.

6.2 10 Year Capital Plan 2024 Presentation by Michael Bastian, Administrator

M. Bastian and J. Patenaude presented the 10 Year Capital plan with a focus on 2024.

Councillor Bell questioned why there were changes made to figures in the presentation? M. Bastian clarified why changes were made to the presentation.

Councillor Bell asked if the scheduling of capital projects meets the physical requirements for the Home? J. Patenaude clarified the projects are based on the building condition assessment along with input from Leadership.

6.3 RFP Project Consultant Presentation by Michael Bastian, Administrator

M. Bastian presented an overview of the bidder who submitted their proposal for the Project Consultant RFP.

Councillor Coleman asked what the financial implications are if the contract has to be extended? M. Bastian noted there is a monthly cost associated with an extension.

Councillor Bell commented that the portfolio for the bidder is impressive. The Committee would like their monthly reports included in the Board Package.

Councillor Carpenter asked if the project consultant would be willing to present to the Committee? M. Bastian noted they would be available to attend Committee of Management meetings. Councillor Carpenter requested a quarterly report from the project consultant.

7. ITEMS FOR CONSENT

Moved by Councillor Coleman
Seconded by Mayor Bailey

THAT Items for Consent (7.1-7.3) BE APPROVED

7.1 John Noble Home Administrator's Report [Financial Impact – N/A](JNH2023-49)

THAT the John Noble Home Administrator's Report JNH2023-49 BE RECEIVED.

7.2 John Noble Home Monthly Budget Summary for October 2023 [Financial Impact – Some – Overall On Track at this Time] (JNH2023-50)

THAT the Monthly Budget Summary JNH2023-50 for October 31, 2023 for the John Noble Home BE RECEIVED.

7.3 Human Resources Update [Financial Impact- None](JNH2023-51)

THAT the Human Resources Update Report JNH2023-51 BE RECEIVED.

Items 7.1-7.3 were voted on and approved.

CARRIED

8. ITEMS FOR CONSIDERATION

Moved by Mayor Bailey
Seconded by Councillor Coleman

THAT Items for Consideration (8.1-8.3) BE APPROVED

**8.1 John Noble Home Operating Budget 2024-2027 [Financial Impact- Gross
\$ 21,110,332; City \$2,478,115; County \$949,430](JNH2023-52)**

THAT the John Noble Home 2024 Operating Budget (JNH2023-52) BE RECEIVED; and

THAT the John Noble Home 2024-2027 Draft Operating Budget as outlined in Report JNH2023-52 BE FORWARDED to both the City of Brantford and the County of Brant for consideration as part of their 2024-2027 Budgets deliberations.

Amendment:

Moved by Councillor Hunt
Seconded by Mayor Bailey

WHEREAS the John Noble Home Operating Budget 2024-2027 must be presented and approved by both the Committee of Management and City and County Councils; and

WHEREAS the John Noble Home presented increases in budgets to the John Noble Home Committee of Management.

NOW THEREFORE IT BE RESOLVED:

THAT the John Noble Home Operating budget for 2024-2027 be REFERRED back to staff for a detailed report outlining increases.

R.Diez presented the 2024—2027 Operating Budget to the Committee with a focus on 2024. R.Diez outlined the 2024 priorities, budget drivers and financial implications.

Discussion held with staff and Committee members regarding the budgets and potential increases. The Committee would like a detailed report from staff outlining the reasons for increases and where additional funds are allocated to. The Committee directed staff to meet with City and County staff to review budget. Special Meeting to be held once report ready.

Item 8.1 was voted on and approved as amended.

Moved by Mayor Bailey
Seconded by Councillor Coleman

8.2 Approval for awarding the tender of the successful bidder for the RFP for Construction Project Consulting for the new JNH Bed Development. [Financial Impact: Approximate \$200,000] (JNH2023-53)

THAT Report (JNH2023-53) BE RECEIVED; AND

THAT the Administrator of the John Noble Home BE AUTHORIZED to award the tender for the New Bed Development Construction Consulting company once the Committee of Management approves.

Item 8.2 was voted on an approved.

CARRIED

Moved by Councillor Coleman
Moved by Councillor Bell

8.3 Opportunity to join the same Group Purchasing Organization (GPO) that the City of Brantford are members [Financial Impact -none at this time] (JNH2023-54)

THAT the John Noble Home join the Kinetic GPO while utilizing the benefits and value of joining a group purchasing organization BE APPROVED.

M. Bastian shared the opportunity available to the John Noble Home to join the same GPO as the City of Brantford.

Mayor Bailey shared he prefers to source local companies.

Item 8.3 was voted on and not approved.

9. ELECTION

Clerk held the election for Chair.

9.1 Election of Chair, John Noble Home Committee of Management

THAT nominations for the Chair of John Noble Home, Committee of Management for a term to expire December 31, 2024 BE OPEN

Moved by Councillor Coleman
Seconded by Councillor Bell

THAT Councillor Carpenter BE NOMINATED as Chair

Councillor Carpenter accepted the nomination.

No further nominations were made. Councillor Carpenter elected Chair for a term to expire December 31, 2024

Moved by Mayor Bailey
Seconded by Councillor Bell

Chair held election for Vice Chair.

9.2 Election of Vice-Chair, John Noble Home Committee of Management

THAT nominations for the Vice-Chair of John Noble Home, Committee of Management for a term to expire December 31, 2024 BE OPEN

Moved by Mayor Bailey
Seconded by Councillor Coleman

THAT Councillor MacAlpine BE NOMINATED as Vice-Chair

Councillor MacAlpine accepted the nomination.

No further nominations were made. Councillor MacAlpine elected Vice-Chair for a term to expire December 31, 2024.

10. CORRESPONDENCE

10.1 Monthly Construction Progress Report November

11. RESOLUTIONS

12. NOTICES OF MOTION

13. QUESTIONS

14. PRIVATE AND CONFIDENTIAL ITEMS

Moved by Mayor Bailey
Seconded by Councillor Coleman

THAT the Committee MOVE IN-CAMERA to discuss the following item (2:34 p.m.)

MOTION TO MOVE IN-CAMERA

CARRIED

J.Patenaude, R.Diez, G.Young left the meeting (2:34 p.m.).

M. Bastian, J. Tanchak, S. Holmes, A.Gora, L.Spry, J.Toner, M.Gregory remained.

14.1 Verbal Report

Personal matters about an identifiable individual, including municipal or local board employees

The Committee met In-Camera, discussed item 14.1, provided direction to Staff and returned to Open Session at (3:47 p.m.)


15. NEXT MEETING

The next meeting of the John Noble Home Committee of Management will be held on Wednesday, January 10, 2024 at the John Noble Home, or at the Call of the Chair

16. ADJOURNMENT

The meeting was adjourned at 3:47 p.m.

Councillor Carpenter
Chair



J. Tanchak
Executive Assistant