

Minutes – Board Meeting
Walter A. "Slim" Thorpe Recovery Centre Society
Thursday September 17, 2026, 18:15 hrs
Thorpe Recovery Centre – Acceptance Room

Attendance: Sharon Williams, Mindy Hawthorne, Bev Spencer, Roxanne Smith, Tami Molle, Devish Kumar, Josh Rae, Lawrence Atkins, Scott Abel

Absent: Shauna Wobeser

Recorder: E. Stark

Call to Order

Meeting called to order at 18:18 hrs by Chair S. Williams

Quorum Met.

Opening Prayer and Land Acknowledgement

B. Spencer provided the Land Acknowledgement.

M. Hawthorne led the group in the Serenity Prayer.

3.1- Adoption of Minutes held July 16, 2026 – Regular Board Meeting

Moved by B. Spencer, seconded by R. Smith

That the Board approve the minutes of the July 16, 2026, meeting as presented.

CARRIED

3.2- Adoption of the minutes held August 20, 2026 AGM – Business Meeting

Moved by T. Molle, seconded by L. Atkins

That the Board received for information the minutes of the August 20, 2026, Annual General meeting to include all the society members names that attended.

CARRIED

3.3- Minutes of the August 20, 2026 Organizational Meeting

Moved by T. Molle, seconded by L. Atkins

That the Board approve the minutes of the August 20, 2026 meeting as presented.

CARRIED

3.4- Additions to Agenda

Moved by B. Spencer, seconded by J. Rae

That the agenda for the September 17, 2026 meeting be approved with addition of two in camera items

8.1 Legal

8.2 Personnel

CARRIED

3.5- Declaration of Conflict of Interest

No conflicts of interest declared.

4.1-Chairperson Update – CEO Recruitment, use of AI, Fundraising, Self evaluation tool

S. Williams updated the board on items brought to her attention since the organizational meeting including the Use of AI tools, Fundraising/planning events and potential collaboration with Lakeland college.

The CEO update will be discussed during the in camera session

4.2- Interim CEO Report

Moved by R. Smith seconded by D. Kumar

That the Board accept the interim CEO Report as presented.

CARRIED

4.3- Client Safety Report

No Report

4.4- Utilization Report

No Report

4.5 Client Discharge Summary

No report

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4.6 Client Satisfaction Surveys

No report

4.7 OH+S Minutes

No Report

4.8 Human Resources Report

No Report

4.9- Governance Committee Report

4.9.1 Board member Oaths

4.9.2 Conflict of interest 1.14

4.9.3 Code of Conduct 1.15

Moved by M. Hawthorne seconded by J. Rae

That the Board receive for information the Board of Directors Oath of Office and Confidentiality, Conflict of Interest Policy 1.14, and Code of Conduct Policy 1.15. **CARRIED**

4.9.4 Delegation of signing Authority for Financial & Non-Financial Commitments policy 1.16

4.9.4a Existing Policy

4.9.4b Proposed Amendments

Moved by L. Atkins, seconded by T. Molle

That the Board direct Administration to draft Policy 1.16, Delegation of Signing Authority for Financial & Non-Financial Commitments with amendments as per the recommendations prepared by the Interim CEO. **CARRIED**

4.10- Recruitment Committee Report

No Report

4.11- Communications Committee Report

No Report

4.12- Presentation

No presentation

5- Action Items from Previous Meeting(s)

5.1- Strategic Planning / Operational Plan -Tabled

5.2- Accreditation Standards (standing)

5.3- Capital Expansion / Needs Assessment -Update

Moved by R. Smith, seconded by M. Hawthorne

That the Board receive for information the Capital Expansion / Needs Assessment update as presented.

CARRIED

5.4- Performance Reviews TABLED

5.4.1- Board Chair Performance Review

5.4.2- Board Director Performance Review

6- New Business

Moved by L. Atkins, seconded by J. Rae

That the Board approve the reallocation of \$500,000 of the 2025-2026 surplus funds by transferring \$200,000 into the Operating Reserve and \$300,000 into the Capital Reserve. **CARRIED**

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6.2- Move excess cash sitting in Savings

Moved by D. Kumar, seconded by M. Hawthorne

That the Board approve using funds from savings to make a \$250,000 payment on the facility mortgage.

CARRIED

The Board directed S. Abel to research investment options for GICs for another \$500,000.

6.3- Capital Addition/ Replacement Proposals

HVAC Zoning System Installation

Moved by M. Hawthorne, seconded by L. Atkins

That the Board approve the HVAC improvements recommended by the Director of Operations to a maximum of \$18,000, exclusive of GST, to be funded from current year YTD surplus.

CARRIED

7- Next Meeting

The next regular Board meeting will be held Thursday, October 15th, 2026 @ 18:15 in the TRC Board Room.

8- In Camera

Moved by R. Smith, seconded by B. Spencer

Move into the in-camera session at 20:25 hrs.

CARRIED

E Stark left the meeting at 20:25 hrs.

Moved by T. Molle, seconded by B. Spencer

That the Board meeting revert to the regular session at 21:24 hrs.

CARRIED

Moved by B. Spencer, seconded by R. Smith

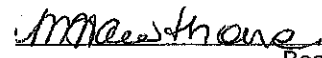
That the Board hire Kagan Kneen for the position of Chief Executive Officer, effective October 5, 2026, as per the offer of employment and employment agreement filed with the Human Resources Director.

CARRIED

Adjournment

R. Smith moved the meeting be adjourned at 21:29 hrs.


Board Chairperson


Board Secretary