



## CORPORATE AFFAIRS COMMITTEE

**WEDNESDAY, SEPTEMBER 24, 2025 @ 5:00 PM**  
**ZOOM**

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**Members:** David Kennedy (Chair), Lisa Woolley, Naeem Mir, Thomas Hunter, Justine Garner, Ted Sehl

**Staff:** Michelle Karker (CEO), Al Van Leeuwen (Interim Finance Support), Dennis McCollum (Manager of Accounting Services), Martin Ruaux (Chief of Resident Care Services), Julie Spindler (Executive Assistant / Board Liaison)

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### AGENDA

1. **CALL TO ORDER AND DISCLOSURE OF PECUNIARY INTEREST**
2. **APPROVAL OF THE AGENDA** Attach 1
3. **CONSENT AGENDA - OPEN**
  - 3.1 Minutes of Meeting Held June 18, 2025 Attach 2
  - 3.2 Regulatory Reports
    - 3.2.1 WDGPH Food Premises Inspection Report August 7/25 Attach 3
    - 3.2.2 RHRA Final Inspection Report June 27/25 Attach 4
    - 3.2.3 MOLTC Inspection Report August 1/25 Public Report Attach 5
  - 3.3 Letter from Mayor Guthrie re 2026 Budget Attach 6
4. **AUTHORITY TO MOVE INTO CLOSED MEETING**
  - 4.1 **CONSENT AGENDA – CLOSED MEETING**
    - 4.1.1 Closed Minutes of Meeting Held June 18, 2025 Attach 7
    - 4.1.2 MOLTC Inspection Report August 1/25 Original Licensee Report Attach 8
    - 4.1.3 IT Cyber Security Checklist Q2 2025 Attach 9
  - 4.2 Retrospective Financial Review - A. Van Leeuwen Attach 10
  - 4.3 Financial Reports July 2025 & Preliminary 2026 2027 Budget – M. Karker/D. McCollum Attach 11
5. **MOTIONS FROM CLOSED MEETING**
6. **NEW BUSINESS**
  - 6.1 Corporate Affairs Workplan – Review Attach 12
7. **NEXT MEETINGS**

October 29, 2025 Budget Review and November 19, 2025 Regular Meeting
8. **ADJOURNMENT**