

Memorandum - 001

Date: May 16, 2022
To: Victoria Manor Committee of Management
From: Pamela Kulas, Executive Director
Re: Ministry of Labour

A Ministry of Labour inspection was conducted on April 29, 2022. During the course of the inspection the home was issued one Order (Attachment A: Ministry of Labour Inspection Report 2022-04-29)

To summarize findings:

1. **The employer shall ensure that the equipment, materials and protective devices provided by the employer are maintained in good condition. At the time of the visit the exhaust ventilation in the servery on first and second floors was not operational.**
 - a. Corrective Actions:
 - i. A contractor has been contacted and will develop a plan with timelines to complete all necessary work.