

THURSDAY, AUGUST 26, 2021

MINUTES

Date: Thursday, August 26, 2021

Location: ZOOM Meeting

Present: Chris Mayne
 Mark King
 Terry Kelly
 Claire Campbell

Staff: Jamie Lowery, CEO
 Billy Brooks, Director of Finance & IT
 Angie Punnett, Associate Administrator

Regrets: Dean Backer
 Julie Pilkey, Recording Secretary

Guests: Anna Fitzsimmons, Lawyer
 John D'Agostino, Lawyer
 Don Gracey, CG Group
 Blanche-Helene Tremblay, Family Council
 Claude Fortier, Family Council

| | ITEM | ACTION |
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| A. | CALL TO ORDER | |
| | <p>RECORDED MEETING</p> <p><i>“Moved by Mark King and seconded by Claire Campbell that the meeting be called to order at 5:02 p.m.”</i></p> <p>Res. #75-21 <u>Carried</u></p> <p>Chris Mayne announced that Al McDonald has resigned from the Board due to conflicts of interest. The City is looking to appoint a new member for the next Board meeting.</p> | |
| | 1. Approval of Agenda | |
| | <p>Change: 7.1 to In-Camera – Redevelopment Add: 7.2 Redevelopment Update – Dave Smits Delete: 8.1 Notice of Motion Add: 9.2 Air Conditioning Unit – Replacement</p> <p><i>“Moved by Terry Kelly and seconded by Mark King that the Board approve the agenda for this meeting, as presented.”</i></p> <p>Res. #76-21 <u>Carried</u></p> | |

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| 2. Code of Conduct | | |
| | <p>2.1 Signed Agreement to be Returned</p> <p>Julie to follow-up with those Board Members who have not submitted yet.</p> | Julie |
| 3. Board By-Laws | | |
| | <p>3.1 Approve draft By-Laws presented at last meeting (Motion)</p> <p><i>“Moved by Claire Campbell and seconded by Terry Kelly that the Board approve the revised Board of Management By-Laws as presented at the last Board Meeting on July 22, 2021.”</i></p> <p>Res. #77-21 <u>Carried</u></p> | |
| 4. Conflict of Interest | | |
| | <p><i>“Moved by Claire Campbell and seconded by Mark King that no Board Members present, have declared a conflict of interest.</i></p> <p>Res. #78-21 <u>Carried</u></p> <p>Julie to follow-up with those Board Members who have not submitted their signed Code of Conflict form.</p> | Julie |
| 5. Approval of Minutes | | |
| | <p>5.1 Approval of Minutes of the Meeting held on July 22, 2021</p> <p><i>“That the minutes of the Regular Board Meeting, held on July 22, 2021, be adopted as presented.”</i></p> <p>Res. #79-21 <u>Carried</u></p> | |
| 6. Business Arising | | |
| | <p>6.1 COVID-19 Update</p> <p>Angie provided an update, noting the following: Cassellholme is now allowing general visitors. Stickers are provided for vaccinated and unvaccinated visitors to wear. Visitors who are not vaccinated are tested 2 x week. The 3rd dose or booster for residents will be coming soon. Tentatively scheduled for the beginning of September. The percent of staff who are fully vaccinated is at 92% Canadore Students are back in Cassellholme. Students are required to be vaccinated or participate in an education session. Angie is waiting for feedback from the College. The 400 Club is now open again. Clients are coming 3 days a week to start. The Club will be open 5 days a week after the September long weekend.</p> | |
| 7. IN - CAMERA | | |
| | <p>All Guests were put in the Waiting Room</p> <p>7.1 In-Camera - Redevelopment</p> <p><i>“Moved by Terry Kelly and seconded by Mark King that the Board proceed to an in-camera session at 5:16 p.m.”</i></p> <p>Res. #80-21 <u>Carried</u></p> | |

“Moved by Claire Campbell and seconded by Terry Kelly that the In-Camera session be adjourned at 5:23 p.m.”

Res. #81-21

Carried

All Guests returned from the Waiting Room – Blanche-Helene Tremblay did not return.

7.2 Redevelopment Update – Dave Smits

Dave Smits discussed the contents of the cover letter, checklist, letter and appendix attachments to be submitted to the Project Manager at the Ministry of Long-Term Care. All member Municipalities will receive copies of this package or a link to view documents.

“Moved by Mark King and seconded by Claire Campbell that the Board approve the following motion:”

“Whereas for a period of 166 months Cassellholme has been working toward the redevelopment as repeatedly approved by the Board;

Whereas on February 4, 2021, the Board passed a resolution to approve the 2021 Operating Budget and Levy, which included the apportionment rate for 2021 and provided the supporting calculations for the apportionment;

Whereas on June 3, 2021, the Board passed a resolution to accept the negotiated terms with Percon with a total value of \$121,889,390, which amount includes not only construction but all furniture, fixtures and taxes;

Whereas on July 22, 2021 the Board resolved that for the value of the total contract with Percon it would levy those municipalities that rejected the preferred financing and borrow for those that support the financing option through Infrastructure Ontario and thereby determined the amount of the apportionment to be the amount of \$121,889,390;

Whereas Infrastructure Ontario has communicated that it will not extend a financing option unless all municipalities guarantee the financing;

Whereas all municipalities must therefore be levied since the non-agreement of some municipalities means the financing option no longer exists and no municipality can support it;

Whereas the timeline for payment of the apportionment amounts remains left to be determined by the Board;

The Board confirms the previous resolutions outlined above, including that the amount apportionment rates for 2021 applies to this capital levy, and Schedule A sets the amounts to be paid by each respective municipality. These amounts will be due 60 days after the municipalities are informed in writing, that the project has been approved by the Ministry of Long-Term Care.”

Res. #82-21

Carried

8. New Business

8.1 Redevelopment – Proposed Plan – Notice of Motion – ITEM DELETED

9. Operations

9.1 OHT Financial Statements (Motion)

“Moved by Terry Kelly and seconded by Claire Campbell that the Board approve the OHT Financial Statements for the five(5) months ending March 31, 2021, as presented.”

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| | <p>Res. #83-21 <u>Carried</u></p> <p>9.2 Air Conditioning Unit – Replacement Jamie discussed the need to replace the air conditioning units on the west wing. Cassellholme received 3 quotes from Elite, Honeywell, and KRB. Elite was the cheapest. Jamie noted this is not in the budget and advised the Board that the Ministry of Long-Term Care will be paying for it.</p> <p><i>“Moved by Mark King and seconded by Terry Kelly that Elite HVAC be accepted as the contractor to provide two new HVAC units on the west wing at a cost of \$77,315 + HST. It is understood that these units will be funded through Ministry of Long-Term Care COVID-19 Minor Capital Funding”</i></p> | |
| | <p>Res. #84-21 <u>Carried</u></p> | |

B. CORRESPONDENCE

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| | <p>Jamie discussed the letter that was drafted by the CAO of the City of North Bay, noting they were quite critical of some of the decisions of the Cassellholme Board. The letter was copied to all the member municipalities. In Jamie’s opinion there are several inaccuracies and no one from the City contacted the Board to clarify the facts and information prior to sending it out. The letter going to the Ministry (as noted earlier) will clarify all the inaccuracies and provide the facts to all the points and concerns that were raised the City letter.</p> | |
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C. REQUEST FOR FUTURE AGENDA ITEMS

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| | <p>No items noted</p> | |
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D. DATE OF NEXT MEETING

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| | <p>Thursday September 23, 2021 @ 5:00 p.m. - or at the call of the Chair.</p> | |
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E. ADJOURNMENT

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| | <p><i>“Moved by Claire Campbell and seconded by Terry Kelly that the meeting be adjourned at 6:07 p.m.”</i></p> | |
| | <p>Res. #85-21 <u>Carried</u></p> | |

 Secretary

 Chairman