

**MINUTES OF THE
CASSELLHOLME
EAST NIPISSING DISTRICT HOME FOR THE AGED
BOARD OF MANAGEMENT MEETING**

Date: April 27, 2017

Location: Cassellholme Garden Room

Present: Chris Mayne
Walter Ross
Mark King
Tamela Price-Fry
Dean Backer
Sherry Culling
Tanya Vrebosch

Staff: Jamie Lowery, Chief Executive Officer
Richard Campbell, Chief Financial Officer
Gerri-Lyn Cicciarelli, Recording Secretary

Regrets:

	ITEM	ACTION
A.	CALL TO ORDER	
	<p><i>“Moved by Tamela Price-Fry and seconded by Mark King that the meeting be called to order at 6:45 p.m.</i></p> <p>Res.#-15-17 <u>Carried</u></p>	
1.	APPROVAL OF AGENDA	
	<p><i>“Moved by Walter Ross and seconded by Tanya Vrebosch that the agenda for this meeting be approved as amended.”</i></p> <p>Res.#16-17 <u>Carried</u></p>	
2.	CONFLICT OF INTEREST	
	<p><i>“Moved by Dean Backer and seconded by Sherry Culling that no member present has declared a conflict of interest.”</i></p> <p>Res.#17-17 <u>Carried</u></p>	
3.	APPROVAL OF MINUTES	
	<p style="text-align: center;">3.1 Approval of Minutes of the Regular Meeting held on March 9, 2017</p> <p><i>“Moved by Tamela Price-Fry and seconded by Mark King that the minutes of the Regular Meeting held on March 9, 2017, be adopted as presented.”</i></p> <p>Res.#18-17 <u>Carried</u></p>	

4.	BUSINESS ARISING	
	<p style="text-align: center;">4.1 Redevelopment Update – Municipality Resolutions</p> <p>All motions have been received. Some motions have additions. Some Municipalities want a permanent place on the Board of Directors. Some requests have been to delay the project until 2022.</p> <p>Jamie Lowery met with representatives from the Minister’s office to discuss the redevelopment status. The Minister’s office is not averse to fronting the money. A meeting is planned for mid-May. Jamie has also provided a status update to the LHIN, asking for additional beds and requesting assistance with a designated special unit. Jamie suggested that the Administrator from Au Chateau also attend the meeting in May to show them that the issue is not restricted to North Bay, but includes all of the North.</p> <p>Once the meeting in May happens, Jamie will communicate the redevelopment status with the municipalities.</p>	
5.	NEW BUSINESS	
	<p style="text-align: center;">5.1 Recruitment of a New Director of Care</p> <p>Recruitment for a new Director of Care has taken place. The successful candidate will start on June 5, 2017.</p> <p>Changes are taking place in Nursing. Ellen Whittaker will be taking over Jeannine Smith’s portfolio. The planned changes will save \$100,000.00</p> <p style="text-align: center;">5.2 Elevator Replacement</p> <p>The back elevator has been in place since 1963. It needs to be replaced at a cost of approximately \$140,000.00. This is not a full replacement.</p> <p>Cassellholme is requesting a non-proprietary elevator system so we are not tied in. We want to be able to move the elevator to the new building. RFP will be developed and brought forward to the Board in May.</p>	
6.	CASSELLHOLME OPERATIONS	
	<p style="text-align: center;">6.1 CEO Report</p> <p>As presented</p> <p style="text-align: center;">6.2 Budget to Actuals as at March 31, 2017</p> <p>Presented by Ric Campbell. Currently sitting at a surplus but this is early in the year. Looking at improving the quality of food served.</p> <p><i>“Moved by Walter Ross and seconded by Tanya Vrebosch that the budget to actuals for Cassellholme at March 31, 2017, be approved as presented.”</i></p> <p>Res.#19-17 <u>Carried</u></p>	
B.	REQUEST FOR FUTURE AGENDA ITEMS	
	<p>- None noted</p>	

C.	DATE OF NEXT MEETING	
	- Thursday, July 6, 2017	
D.	ADJOURNMENT	
	<p><i>“Moved by Dean Backer and seconded by Sherry Culling that the meeting be adjourned at 7:25 p.m.”</i></p> <p>Res.#20-17</p> <p style="text-align: right;"><u>Carried</u></p>	

Secretary

Chairman