

THURSDAY, JANUARY 6, 2022

MINUTES

Date: Thursday, January 6, 2022

Location: Zoom Meeting

Present: Chris Mayne
 Mark King
 Sherry Culling
 Claire Campbell
 Dave Mendicino
 Gail Degagne (1st meeting)
 Robert Corriveau (1st meeting)

Staff: Jamie Lowery, CEO
 Billy Brooks, Director of Finance & IT
 Angie Punnett, Associate Administrator
 Julie Pilkey, Recording Secretary
 Dave Smits, Project Manager

Regrets:

Guests: John D'Agostino, Lawyer
 Don Gracey, CG Group
 Stu Campaigne, Bay Today
 Jennifer Hamilton-McCharles – Nugget
 Richard Coffin, My North Bay Now
 Tanya Vrebosch, City of North Bay

	ITEM	ACTION
A.	CALL TO ORDER	
	<p>RECORDED MEETING</p> <p><i>“Moved by Sherry Culling and seconded by Dave Mendicino that the meeting be called to order at 5:07 p.m.”</i></p> <p>Res. #01-22 <u>Carried</u></p>	
	1. Approval of Agenda	
	<p><i>“Moved by Mark King and seconded by Claire Campbell that the Board approve the agenda for this meeting, as presented.”</i></p> <p>Res. #02-22 <u>Carried</u></p>	
	2. Board Appointment - Gail Degagne	
	<p><i>“Moved by Claire Campbell and seconded by Sherry Culling that the Board approve the appointment of Gail Degagne, of the Township of Chisholm, Area 3 Member, effective December 14, 2021, for a term to expire December 31, 2022.”</i></p> <p>Res. #03-22 <u>Carried</u></p>	

3. Board Appointment - Robert Corriveau

“Moved by Gail Degagne and seconded by Dave Mendicino that the Board approve the appointment of Robert Corriveau, of the Township of Papineau-Cameron, Area 2 Member, effective December 14, 2021, for a term to expire December 31, 2022.”

Res. #04-22
Carried

4. Conflict of Interest

“Moved by Robert “Bob” Corriveau and seconded by Mark King that no Board Members present, have declared a conflict of interest.

Res. #05-22

Carried

5. Construction Start-Up Activities

Dave Smits provided an update. Insurance, bonding certificates and documents are being processed now that the contract with Percon is being signed.
Site Plan and security deposit has been submitted to the City of North Bay. A notice will be sent to Percon when the permit is ready.
A kick-off meeting was held with the Architect, Percon and some key City staff to provide introductions.
Working on the Site signage required by the Ministry. Signage will include all the partner municipalities logos.
Reviewing phasing plans to determine what can get done during the winter.
Established who will sit on the Infection Control Multidisciplinary Team for Cassellholme, the contractor and the design team to look after infection control risks as per CSA standards. Initial meeting to be held early next week.
Percon's list of subcontractors is now finalized.
Reviewing the draft communication plan, previously given to the Board, to ensure information is shared to stakeholders. The communication plan is a high priority and will start asap.
A sod (or “snow”) turning ceremony to kick off the project is in the works. Dates to be determined based on the current Covid restrictions.
IO requires the services of a 3rd party payment certifier. Turner Townsend has been secured to provide those services. Turner Townsend will come to the site each month during construction to review and validate the progress draw to ensure accuracy before payment is made by IO.
Jamie noted the risk log is constantly being updated. In the contract, local firms are benefiting from the construction providing employment opportunities.

6. Bridge Loan from the City of North Bay / Financing

John D'Agostino discussed the financing process, standard financing.

7. COVID Update (Staffing)

Angie noted a staffing crisis was declared today.
There is currently a respiratory outbreak, but no Covid outbreak.
Staff are being tested again, 2 times per week.
New Ministry directive has restricted visiting to only essential caregivers in the building. 2 per resident and must be double vaxed.
Currently have a number of staff off because they have tested positive or have come in close contact with a positive person.

	<p>Before Christmas, 50 residents were tested for possible exposure. All tests were negative. Residents will be receiving their 4th dose soon. Staff must have their 3rd dose by January 28/22.</p> <p>Approximately 35 residents went out of the building over the holidays. All residents were rapid tested on day 3 as well as a PCR test on day 3, and a PCR again on day 7. There were no positive cases.</p> <p>Residents leaving the building for medical appointments are tested 2 times per week. The OHT met with the hospital. Cassellholme was able to give 1650 rapid tests to the hospital.</p>	
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	8. IN-CAMERA	
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	<p>Media guests were put in the waiting room for the in-camera session.</p> <p style="padding-left: 40px;">8.1 In-Camera – Legal Matter</p> <p><i>“Moved by Sherry Culling and seconded by Bob Corriveau that the Board proceed to an in-camera session at 5:53 p.m.”</i></p> <p>Res. #06-22 <u>Carried</u></p> <p><i>“Moved by Sherry Culling and seconded by Claire Campbell that the In-Camera session be adjourned at 6:35 p.m.”</i></p> <p>Res. #07-22 <u>Carried</u></p> <p style="padding-left: 40px;">Following the in-camera discussion, the Board approved the following motion by unanimous vote</p> <p><i>“WHEREAS the Board has received unanimous support from the 9 member Municipalities providing approval for Cassellholme to borrow on its own good faith and credit. THEREFORE, the Board approves that the proposed Levy Notice, provided to Municipalities on November 17, 2021, be withdrawn in order for Cassellholme to develop/pursue financing through a Corporate application with Infrastructure Ontario.”</i></p> <p>Res. #08-22 <u>Carried</u></p>	
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D.	DATE OF NEXT MEETING	
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	Regular Board Meeting – Thursday January 27, 2022 @ 5:00 p.m.	
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E.	ADJOURNMENT	
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	<p><i>“Moved by Dave Mendicino and seconded by Gail Degagne that the meeting be adjourned at 6:38 p.m.”</i></p> <p>Res. #09-22 <u>Carried</u></p>	
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Secretary

Chairman