

THURSDAY, JULY 28, 2022

MINUTES

Date: Thursday, July 28, 2022

Location: ZOOM Meeting

Present: Chris Mayne
 Mark King
 Sherry Culling
 Dave Mendicino
 Gail Degagne
 Robert Corriveau

Staff: Jamie Lowery, CEO
 Billy Brooks, CFO
 Angie Punnett, Associate Administrator
 Dave Smits, Project Manager
 Shani Giroux, Director of Human Resources
 Julie Pilkey, Recording Secretary

Regrets:

Guests: John D'Agostino (Lawyer)
 Anna Fitzsimmons (Lawyer)
 Monique Peters, Family Council
 Jennifer Hamilton-McCharles (Nugget)
 Stu Campaigne (Bay Today)

	ITEM	ACTION
A.	CALL TO ORDER	
	<p>RECORDED MEETING</p> <p><i>“Moved by Gail Degagne and seconded by Mark King that the meeting be called to order at 5:04 p.m.”</i></p> <p>Res. #65-22 <u>Carried</u></p>	
	1. Approval of Agenda	
	<p><i>“Moved by Bob Corriveau and seconded by Dave Mendicino that the Board approved the Agenda for this meeting, as presented.”</i></p> <p>Res. #66-22 <u>Carried</u></p>	
	2. Conflict of Interest	
	<p><i>“Moved by Sherry Culling and seconded by Gail Degagne that no Board Members present have declared a conflict of interest.”</i></p> <p>Res. #67-22 <u>Carried</u></p>	

3. Approval of Minutes

3.1 Approval of Minutes of the Regular Meeting held on June 23, 2022

“Moved by Bob Corriveau and seconded by Mark King that the minutes of the Regular Board Meeting, held on June 23, 2022, be adopted as presented.”

Res. #68-22

Carried

4. Business Arising

4.1 COVID-19 Update

Angie provided an update noting there are currently no positive residents with Covid. A Rhinovirus did occur and residents were tested. Staff are testing positive with Covid but have not been linked to Cassellholme. Protocols are still in place for testing of staff and visitors every 2nd day, up to 3 times per week. Staff are still able to have PCR testing at the hospital and results are usually available within 4-6 hours.

5. New Business

5.1 MSAA Declaration of Compliance* (Motion)

“Moved by Gail Degagne and seconded by Sherry Culling that the Board approve the MSAA Declaration of Compliance.”

Res. #69-22

Carried

6. Redevelopment Update

6.1 Construction Update (Dave Smits)

The Percon report is included in package.

Dave noted the parking at the back of the building should be completed by the end of August. Day staff have been asked to park in the parking lot over by CA4 to free up parking spots at the new entrance.

The front canopy (at the old entrance) was removed today. A new sign was installed over the new entrance door.

Working on moving the mailbox to the new entrance. Dave has contacted the post office.

Piling is tentative to start in mid-August.

The Redevelopment Website is up and running, including a live webcam.

Jamie met with approximately 60 Castle Arms tenants and received positive feedback with the construction process.

6.2 North Tower Discussion

Jamie provided an update on the transfer of the North Tower to Castle Arms, as discussed and agreed to back in June 2021. The building will be repurposed into a campus for seniors, urgent care, etc.

Cassellholme is not able to run additional services outside of the Long-Term Care obligations and restrictions.

John D'Agostino will prepare a draft Purchase and Sale Agreement from Cassellholme to Castle Arms, to be effective 10 business days after the last resident is moved into the new building.

Castle Arms will contact surveyors to sever the building, architect, CMHC financing/grants and cover the costs to close off the building.

7. Operations

John D., Anna F., Stu C., and Dave S. left the meeting

7.1 Cassellholme – Q2 Budget to Actuals at June 30, 2022

“Moved by Mark King and seconded by Sherry Culling that the Board approve the Cassellholme – Q2 Budget to Actuals at June 30, 2022, as presented.”

Res. #70-22

Carried

7.2 Community Support Services – Q1 Budget to Actuals at June 30, 2022

“Moved by Dave Mendicino and seconded by Bob Corriveau that the Board approve the Community Support Services – Q1 Budget to Actuals at June 30, 2022, as presented, noting a confirmed 2% increase to last year’s provincial funding as well as \$80,000 in new funding to support additional PSW hours in the Assisted Living Program.”

Res. #71-22

Carried

7.3 Revised 2022 Long-Term Care Operating Budget

“Moved by Sherry Culling and seconded by Gail Degagne that the Board approve the revised 2022 Long-Term Care Operating Budget as presented, based on Provincial funding updates and staffing plan changes as of June 30, 2022, noting a 2.94% decrease to the municipal operating levy (\$101,115).”

Res. #72-22

Carried

7.4 Redevelopment Capital Budget to Actual Results from Commencement to June 30, 2022

“Moved by Bob Corriveau and seconded by Sherry Culling that the Board approve the Redevelopment Capital Budget to Actual results from Commencement to June 30, 2022, as presented, noting the currently forecasted interest-only capital payments during the construction period and forecast capital payment for principal and interest payments.”

Res. #73-22

Carried

8. IN-CAMERA

2 Guests were put in the waiting room for the in-camera

8.1 Human Resources Update (Shani Giroux)

8.2 Personnel Matter

“Moved by Gail Degagne and seconded by Bob Corriveau that the Board proceed to an In-Camera session at 6:30 p.m.”

Res. #74-22

Carried

“Moved by Dave Mendicino and seconded by Sherry Culling that the Board approve the In-Camera session to be adjourned at 6:46 p.m.”

Res. #75-22

Carried

B. CORRESPONDENCE		
	Chris Mayne announced that this would be Jamie Lowery’s last Board meeting and that he is officially retiring from Cassellholme. Chris, Mark and Sherry thanked Jamie for the last 8 years as the CEO and wished him well on his future endeavors.	
C. REQUEST FOR FUTURE AGENDA ITEMS		
	No items noted	
D. DATE OF NEXT MEETING		
	TBD – or at the call of the Chair	
E. ADJOURNMENT		
	<p><i>“Moved by Mark King and seconded by Bob Corriveau that the meeting be adjourned at 6:55 p.m.”</i></p> <p>Res. #76-22 <u>Carried</u></p>	

Secretary

Chairman