

CASSELLHOLME
BOARD OF MANAGEMENT MEETING

THURSDAY, MAY 22, 2025

MINUTES

Date: Thursday, May 22, 2025

Location: Cassellholme Garden Room

Board Members: Dave Mendicino, Chair
Michelle Lahaye – Vice Chair
Chris Mayne
Mark King
Peter Chirico
Robert Corriveau
James (Jim) Bruce

Staff: Angie Punnett, Administrator
Billy Brooks, Chief Financial Officer
Dave Smits, Capital Facilities
Camille Bigras, QI Director
Julie Pilkey, Secretary

Regrets: Anita Brisson, Project Manager

Guests: Monique Peters, Family Council (Zoom)
Johanne Brousseau (Zoom)

	ITEM	ACTION
A.	CALL TO ORDER	
	<p>MEETING RECORDED</p> <p><i>“Moved by Peter Chirico and seconded by Jim Bruce that the meeting be called to order at 5:00 p.m.”</i></p> <p>Res. #059-25 <u>Carried</u></p>	
	1. Approval of Agenda	
	<p>Added 7.3 – Confidential Matter – Financial Levy</p> <p><i>“Moved by Mark King and seconded by Michelle Lahaye that the Board approved the Agenda for this meeting, as amended.”</i></p> <p>Res. #060-25 <u>Carried</u></p>	
	2. Conflict of Interest	
	<p><i>“Moved by Jim Bruce and seconded by Robert Corriveau that no Board Members present have declared a conflict of interest.”</i></p> <p>Res. #061-25 <u>Carried</u></p>	

3. Approval of Minutes

3.1 Approval of the Minutes of the Annual General Meeting held on April 24, 2025

"Moved by Peter Chirico and seconded by Mark King that the minutes of the Annual General Meeting, held on April 24, 2025, be adopted as presented."

Res. #062-25

Carried

3.2 Approval of the Minutes of the Regular Board Meeting held on April 24, 2025

"Moved by Robert Corriveau and seconded by Michelle Lahaye that the minutes of the Regular Board Meeting, held on April 24, 2025, be adopted as presented."

Res. #063-25

Carried

4. New Business

4.1 MLTC Public Report – April 4, 2025

Report included in package. Previously discussed at the last meeting. All orders have been completed and submitted.

5. Redevelopment

5.1 Construction Update (Dave Smits)

Report in package.

Dave added the Ministry wants a finished building and fully stocked, etc., before completing their inspection.

Move in date has been changed to September 8-16, 2025. Move date for residents will be September 14, 2025

All documents must be submitted by July 15, 2025 – 10 days prior to Ministry inspection.

List of residents to be moved – send to the Ministry by July 15, 2025

Mid June – send notice to residents and families

Staff assignments – staff to choose in July.

Major systems have been run and tested. No issues.

5.2 CFS Provincial Announcement

Handout Briefing Note shared by Advantage Ontario on May 15, 2025 as part of their budget highlight communication. The MLTC is launching a new construction funding support program.

The specificity of the eligibility criteria Advantage Ontario provided is not promising for the Cassellholme project. There are no policy details yet from the MLTC, so it is difficult to comment on the exact funding impact this would have on the project, if Cassellholme were eligible.

Peter Chirico will be in Toronto next week to meet with the Minister and Vic Fidel and continue to advocate for Cassellholme.

5.3 Transition Plan

Movers were onsite last week to tour the buildings and look at the move plan.

Discussed the concerns with having only 1 elevator to use. The move will be approximately 3 minutes per resident with most belongings already moved prior to the move day.

6. Operations		
	<p>6.1 Operations Update Update in package. Angie added due to the delay in moving, Cassellholme has applied for another air conditioning exemption for this year. No response has been received yet. Nurses week was recently celebrated in the Home. Staffing is stabilizing in all departments. Angie is having dialogue with the Chamber of Commerce regarding permanent residency. Julie Pilkey has accepted the position of the Occupational Health, Safety & Wellness Manager. She will be training Tiffany Chapman to take over as the Board Secretary. Dave Smits has announced he is retiring May 31, 2025. Anita Brisson will be taking over as the Project Manager. The Board is requesting a walk-thru of the new building. Email will be sent out to everyone for Thursday May 29th at 11:00 a.m. Safety boots will be required. Hard hats and vests will be available for everyone.</p>	
7. IN - CAMERA		
	<p>Guests left the Meeting</p> <p><i>“Moved by Michelle Lahaye and seconded by Jim Bruce that the Board proceed to an In-Camera session at 5:55 p.m.”</i></p> <p>Res. #064-25 <u>Carried</u></p> <p>7.1 Approval of the In-Camera Minutes – dated April 24, 2025</p> <p style="text-align: center;">In-Camera Motion - Res. #065-25</p> <p>7.2 Confidential Matter – Redevelopment 7.3 Confidential Matter – Financial Levy</p> <p><i>“Moved by Michelle Lahaye and seconded by Peter Chirico that the Board approve the In-Camera session to be adjourned at 7:03 p.m.”</i></p> <p>Res. #066-25 <u>Carried</u></p>	
B. CORRESPONDENCE		
	No items noted	
C. REQUEST FOR FUTURE AGENDA ITEMS		
	No items noted	
D. DATE OF NEXT MEETING		
	Thursday June 26, 2025 – Cassellholme Garden Room – 5:00 p.m.	

E	ADJOURNMENT	
	<p><i>“Moved by Mark King and seconded by Robert Corriveau that the meeting be adjourned at 7:05 p.m.”</i></p> <p>Res. #067-25 Carried</p>	

Secretary

Chairman

May 15, 2025

Subject: Cassellholme Redevelopment Update – May 15, 2025

Construction Activity

Highlights:

Phase 00 - Work complete.

Phase 1-A – Work complete

Phase 1-B sequencing remains unchanged from the previous report.

Refer to schedule notes of previous reports for comments on Draft Finishing Schedule and comments on Rev. 4 Schedule.

The owner's move in date has been confirmed for September 8 to September 16, 2025.

Updated milestones have been coordinated with Cassellholme and are as follows:

Documentation submission to the Ministry of Long-Term Care (MOLTC): July 15, 2025

Anticipated Pre-Occupancy review by MOLTC: July 29, 2025

Cassellholme Move-in: Start – September 8, 2025, Finish September 16, 2025.

Schedule risks outlined in the March 2025 report have materialized resulting in the revised September 2025 move-in date.

The draft schedule for Phase 2 has been submitted for review, coordination and discussion.

PHASE 1-B

- Interior boarding is ongoing on Level 5.
- Mechanical and electrical finishes are ongoing.
- Link construction is in final stages.
- Painting and millwork installation is in progress.
- Drywall and T-bar ceilings are in final stages, and ceiling tile installation in progress.
- Flooring installation is in progress.
- Door and hardware installation is ongoing.
- Window covering installation is ongoing.
- Cubical curtains and patient lift installation is ongoing.
- Washroom accessories installation is ongoing.
- BAS programming, Equipment start-ups and balancing is ongoing.
- FA verification is ongoing.
- Exterior grading and decorative fence installation is ongoing.

Percon has accepted the alternate move-in date, September 8-16th, patient move date of Sept 14th, to allow for the risks identified in last month's report.

Previous Month's Schedule risks:

1. Block C delays (previously recorded) experienced at the end of 2024 now impact the overall schedule
2. CO 166- Door hardware revisions, CO 164 - Revised Sentronic closers to 24V, SI 173 - Revision to BF operator buttons. Lead times and scheduling work is a concern.

There have been some significant progress with the millwork installations, Marel's walls on the ground floor, IT and commissioning targets are still the focus to the team. Third week of May, Percon and MJA work together to verify the 2nd floor for deficiencies and use that as a guide for the other floors. The furniture is scheduled to be on site by end of May. Secondary date for room placement will be mid July. Currently working with the ministry to have them on site, targeting July 29-Aug 5 for their inspection. Percon has confirmed staff on-site for training for end of July and all of August. Movers have visited the site and met the staff to initiate the readiness process and will return August 13th for a mock-up run of how the day will play out. Outstanding visit with Healthcare Relocators.

Transition Planning

An updated summary is attached for reference.

Highlights:

Bed Application Licensing – Continue to have discussions with OH and Ministry on next steps.

Storage Plan – to bring in some shelving, late May, for the 2nd floor for evaluation and approval. To proceed to order remaining rooms immediately after. Other appliances will all be on order by first week of June. Furniture delivery all by end of May

Move Plan – Sept 8-16th should occupancy not be granted after Aug 5th

IT connections have begun and anticipate training to commence 3rd week of July

Outdoor space, fencing commenced first week of May

Occupancy Checklists resubmitted Occupancy documents to be submitted by July 15 (substantial completion); once ministry receives, a date will be provided for inspection. Target July 29-Aug 5.

Change Order Log - Please see the attached

Budget Update – To be provided separately, W. Brooks

Action	Sub Actions	Responsible	Due Date
Occupancy Checklist	Occupancy documents to be submitted by July 15 (substantial completion); once ministry receives, a date will be provided for inspection. Target July 29-Aug 5	Anita	2025-07-15
Art Fundraising	ideas have been noted and small WG; including Creative Industries - WG to assemble once individuals are available	Anita	ongoing
Wood at mill for purpose		Anita	ongoing
Outdoor Space			June/July
P1 Move			
HCR - Movers	Movers in person meeting May 13; with mockup date of Aug 13; Move will commence on the 8th-16th, Patient move on the 14th; main takeaway is to begin purging where ever possible so it is not all left to the end	Anita	2025-08-13
Resident Communication	Monthly communications provided Highlighted unit names and picture of room and of dining room; balconies as well; next communication for room placement to begin mid to end of June	Anita/Derek	ongoing
Furniture delivery	Delivery of all furniture May 29th; placement to rooms to be in July	Anita	2025-05-29
IT			
Cameras	added to training plan	Anita	ongoing
ID Access Card	To breakdown internal processes for profiles, roles, access; program the system and print the cards for implementation; to begin the printing process in June		
Phone & TV System	Finalized and TV packages to be made in May; Purchase of TVs - June and mounting in July		
Network Design	completed		
Digital Menus/Boards	S/W - Mealsuite being implemented by CH management and TVs, and mounts purchased		
Nurse Call	Austco and Percon and Clinical finalize the alerts, call bells, colours for certain calls Nov 4 - added to training plan		
Bed Allocation - Indigenous and Speciality			
Bed Application - Licencing	Continue to have discussions with OH and Ministry on next steps	NFN/Angie	ongoing
Support Services			
Building Ready	Discussions of the process for building ready (kitchens, med rooms, medications, storage, linens, food, laundry flow, elevator usage and timing, housekeeping and cleaning) ordering appliances early June for all delivery and placement by mid July	Anita	June/July
Appliances	to be ordered by first week of June and placement by mid July	Anita	June/July
Storage Area list	to bring in some shelving, end of May, for the 2nd floor for evaluation and approval. To proceed to order remaining rooms immediately after.	Anita	June/July
Inventory Management Solution and Process	CH have created an internal process and will not be paying for 3rd party solution	Anita	closed
Emergency Response			
Fire plan	Medsled training has commenced in old building new sleds to prepare staff	Anita/Julie/Ron	ongoing
P2 Parking	Need to begin discussions and planning for start of P2 parking (winter 2026); options to be discussed with SLT	Anita	Winter 2026
Staff Training Plan			
Detailed Breakdown	Training to commence 3rd week of July with online videos and on floor training; simulated on unit training to commence in June to provide expectations of flow and effectiveness	Anita/Ellen	July/August

Change Order Log - May 16 2025															Contract Time (days)
Percon															
RFE	RFE	PC	CD	SI	RFI	CO	Work Description	Reason	Status	Date Issued	Quote Sent	Approval Date	Quoted	Approved	
1	1			1		1	Millwork revisions/clarifications	Coordination	Approved	18-Feb-22	17-Mar-22	28-Mar-22	\$34,553.53	\$34,553.53	
2	2	1				2	Emergency Switchboard revisions	Coordination	Approved	17-Feb-22	17-Mar-22	28-Mar-22	\$4,919.20	\$4,919.20	
3	3					3	Increase Builders Risk Insurance to Include Soft Costs	Lender Requirement	Approved	30-Mar-22	30-Mar-22	05-Apr-22	\$29,846.88	\$29,846.88	
4	4					3	Cost associated to add Wrap Up Insurance Policy	Lender Requirement	Approved	30-Mar-22	30-Mar-22	05-Apr-22	\$282,579.86	\$282,579.86	
5	5R1	2				5	Door revisions	Coordination	Approved	15-Mar-22	07-Apr-22	06-May-22	\$4,677.20	\$4,677.20	
6	6	3				4	Washroom Accessories Revisions	Coordination	Approved	28-Mar-22	22-Apr-22	25-Apr-22	\$863.50	\$863.50	
7	7	9					Removal existing foundations (Unit rate only - see RFE 16)	Cancelled	Cancelled	21-Apr-22	25-Apr-22				
8	8	16				6	Provide new water valve at property line	AHJ	Approved	05-May-22	06-May-22	06-May-22	\$8,607.50	\$8,607.50	
9	9	4				41	North wing door revisions	Coordination	Approved	28-Mar-22	16-Jan-23	19-Jan-23	\$3,756.50	\$3,756.50	
10	10	5				7	Elevator pit lighting revisions	AHJ	Approved	29-Mar-22	09-May-22	16-May-22	(\$1,361.00)	(\$1,361.00)	
11	11	6				8	Transformer modifications	Cost Saving	Approved	07-Apr-22	09-May-22	27-May-22	(\$6,000.00)	(\$6,000.00)	
12	12 R1					9	Millwork edging revisions & Drawer modifications (per email April 25, 2022)	Cost Saving	Approved	N/A	19-May-22	01-Jun-22	(\$11,906.00)	(\$11,906.00)	
13	13						CANCELLED: Drawer modifications (SEE RFE 12R1)	Cancelled	Cancelled	N/A	09-May-22				
14	14	17				12	Temporary Hydrant at North Wing	AHJ	Approved	12-Apr-22	16-May-22	01-Jun-22	\$5,585.25	\$5,585.25	
15	15R2	7R1				36	Phase 1 temporary door revisions and hardware coordination	Coordination	Approved	02-Dec-22	06-Dec-22	10-Jan-22	\$4,539.70	\$4,539.70	
16	16R2	9				15	Removal of existing foundations	Site Condition	Approved	21-Apr-22	20-May-22	27-Jun-22	\$70,326.38	\$70,326.38	
17	17	11				11	Hardware revisions to Door V101	Coordination	Approved	27-Apr-22	19-May-22	01-Jun-22	\$6,046.70	\$6,046.70	
18	18R2	18				14	Revise pipe material storm main tee at Olive St.	Site Condition	Approved	13-May-22	20-May-22	29-Jun-22	\$7,885.44	\$7,885.44	
19	19	12				10	Temporary lighting in courtyard parking	Health & Safety	Approved	27-Apr-22	25-May-22	01-Jun-22	\$15,888.40	\$15,888.40	
20	20R1	8				13	Add card reader control for rear doors on elevators 1024 & 1025	Design Improvement	Approved	25-Apr-22	30-May-22	10-Jun-22	\$1,512.50	\$1,512.50	
21	21R1					16	Temporary Door Hardware supplied by Owner's Security Provider	Schedule Change	Approved	22-Jun-22	08-Jul-22	22-Jul-22	(\$6,650.00)	(\$6,650.00)	
22	22	23					Investigate/repair storm line blockage near property line at Olive St.	Site Condition	Cancelled	23-Jun-22	06-Jul-22				
23	23R2			19R1		17 R	Corrections and revisions to parking lot line in temporary and east parking areas	Owner Requested	Approved	16-Aug-22	15-Sep-22	22-Sep-22	\$3,454.00	\$3,454.00	
24	24R4	22R1				27	Provide temporary power feed to east parking lot lighting	Coordination	Approved	19-Aug-22	24-Oct-22	27-Oct-22	(\$8,416.88)	(\$8,416.88)	
25	25R1	25R1				18	Revision to waterline connections to existing building - Revised	Site Condition	Approved	03-Aug-22	05-Aug-22	11-Aug-22	\$42,426.23	\$42,426.23	
26	26	20				19	Revision to electrical panel E-1-C	Coordination	Approved	02-Jun-22	09-Aug-22	11-Aug-22	\$6,702.30	\$6,702.30	
27	27R1	19R1				23	Revise acoustic ceiling tile materials	Cost Saving	Approved	15-Sep-22	28-Sep-22	05-Oct-22	(\$66,054.48)	(\$66,054.48)	
28	28			23		20	Pile Rock Points	Contractor Requested	Approved	03-Aug-22	12-Aug-22	12-Aug-22	\$98,826.40	\$98,826.40	
29	29R3	28				33	Revision to Phase 1 & 2 sanitary and storm connections at grade beams	Coordination	Approved	03-Aug-22	09-Nov-22	22-Nov-22	\$21,724.63	\$21,724.63	
30	30	26				21	Revision to under-slab plumbing and inverts	Coordination	Approved	26-Jul-22	18-Aug-22	22-Sep-22	\$15,196.50	\$15,196.50	
31	31	10				40	Revision to the fire and combination fire/smoke dampers	AHJ	Approved	26-Apr-22	15-Sep-22	26-Jan-23	\$134,858.85	\$134,858.85	
32	32R1	14					Door frame material revisions along corridor 1165	Design Improvement	Not Accepted	31-Aug-22	31-Aug-22				
33	33					24	Revised wood frame design for Jams	Cost Saving	Approved	09-Sep-22	28-Sep-22	05-Oct-22	(\$12,750.00)	(\$12,750.00)	
34	34R4	21R3				29	Provide new grounding loop for new building service	AHJ	Approved	22-Aug-22	28-Oct-22	08-Nov-22	\$77,892.15	\$77,892.15	
35	35R3	27R2				35	Delete deck mounted soap dispensers	Owner Requested	Approved	21-Nov-22	05-Dec-22	10-Jan-22	(\$4,081.00)	(\$4,081.00)	
36	36R4	15R				117	Door hardware revisions to door 1147a	Coordination	Pending	12-Oct-22	18-Apr-24	29-Apr-24	\$10,606.20	\$10,606.20	
37	37	13R				31	Janitor room door revisions	Coordination	Approved	19-Sep-22	19-Sep-22	10-Nov-22	\$4,785.00	\$4,785.00	
38	38	29				22	Existing Service Plug Requirement	AHJ	Approved	31-Aug-22	23-Sep-22	10-Oct-22	\$2,414.10	\$2,414.10	
41	41	24R1				32	Provide grilles on type 'O' fin radiation in trench in Auditorium 1005	Coordination	Approved	22-Sep-22	17-Oct-22	15-Nov-22	\$23,009.80	\$23,009.80	
		30					After hours paving of East Parking Lot	Owner Requested	Cancelled	16-Sep-22					
39	39	31					Additional curb at edge of existing parking area	Owner Requested	Cancelled	16-Sep-22	28-Sep-22				
40	40R1	32R1				25	Revision to existing sanitary line	Site Condition	Approved	21-Sep-22	29-Sep-22	06-Oct-22	\$61,577.36	\$61,577.36	TBD
47	47R1	33				43	Structural revisions to Phase 1 framing, Phase 2 framing, pile caps and piles	Coordination	Approved	23-Sep-22	11-Jan-23	22-Jan-23	\$37,038.71	\$37,038.71	4
42	42R1	34				26	Water storage tank layout and structural revisions	Coordination	Approved	26-Sep-22	14-Oct-22	27-Oct-22	\$3,597.83	\$3,597.83	
43	43	35R				61	Revision to North Wing elevator brackets for rail attachments	Coordination	Approved	07-Oct-22	20-Jun-23	27-Jun-23	\$11,964.96	\$11,964.96	
53	53	36R2				44	Revision to brace frame VB105	Coordination	Approved	09-Nov-22	13-Dec-22	26-Jan-23	\$9,497.44	\$9,497.44	
45	45	37				30	Revision to light fixtures P5 and P6	Coordination	Approved	11-Oct-22	31-Oct-22	08-Nov-22	\$2,369.33	\$2,369.33	
48	48	38				37	Structural beam revisions at Block B roof terraces balconies	Coordination	Approved	20-Oct-22	13-Dec-22	10-Jan-23	\$969.52	\$969.52	
49	49R2				36R1	60	Structural clarifications - structural steel and rebar shop drawings	Coordination	Approved	20-Jan-23	10-Mar-23	28-Jun-23	\$2,768.37	\$2,768.37	
46					7R1	28	Provide slab Mounting brackets for smoke shelter	Site Condition	Approved	17-Oct-22	25-Oct-22	01-Nov-22	\$1,050.68	\$1,050.68	
51	51R1	39				38	Add smoke detectors in corridors of RHA areas	Coordination	Approved	08-Nov-22	13-Dec-22	10-Jan-23	\$5,258.00	\$5,258.00	
44R1					22	34	Provide additional steel modifications outlined in SI#22	Coordination	Approved	27-Jul-22	16-Nov-22	22-Nov-22	\$3,300.11	\$3,300.11	
		40					Additional elevator controls	Coordination	Pending	07-Dec-22					
56	56	41				45	Revision to sliding door frame details	Coordination	Approved	21-Dec-22	08-Feb-23	28-Feb-23	\$8,783.50	\$8,783.50	
54	54	42				46	Provide fixed mirrors in Staff washrooms	Coordination	Approved	10-Jan-23	03-Feb-23	28-Feb-23	\$7,507.50	\$7,507.50	
54R1	54R1	42				48	Correct the cost of fixed mirrors from CO#46	Coordination	Approved	10-Jan-23	03-Mar-23	21-Mar-23	(\$2,035.00)	-\$2,035.00	
52	52				39	39	Provide relay bases on smoke detectors related to door hold opens for SI#39	AHJ	Approved	08-Nov-22	13-Dec-22	10-Jan-23	\$3,014.00	\$3,014.00	
55	55	43					Revise range hood colour	Owner Requested	Cancelled	18-Jan-23					
57	57	44				47	Revision to L#2 & L#2-1 lavatory fixtures	Coordination	Approved	18-Jan-23	17-Jan-23	21-Feb-23	\$5,193.10	\$5,193.10	
54	54R1				41	42	Remedial modifications to pile caps and grade beams - Phase 1	Site Condition	Approved	28-Nov-22	10-Jan-23	20-Jan-23	\$14,145.87	\$14,145.87	4
58	58	45					Revisions to operable window vent type	Coordination	Cancelled	06-Feb-23					
60	60	46				52	Modifications to generator ESB breakers	Coordination	Approved	07-Feb-23	24-Mar-23	03-May-23	\$19,405.10	\$19,405.10	
95	95	47				79	Revise office door locations, electrical from PC47	Owner Requested	Approved	23-Mar-23	08-Sep-23	09-Sep-25	\$10,312.50	\$10,312.50	
72	72R3	47				73	Revise office door locations, typical millwork from PC47	Owner Requested	Approved	15-Aug-23	15-Aug-23	07-May-24	\$11,985.60	\$11,985.60	
59	59	48R				49	Revisions to electrical to accommodate Kitchen Equipment Phase 1	Coordination	Approved	14-Feb-23	17-Mar-23	22-Mar-23	\$501.60	\$501.60	
62	62R2	49				54	Typical Bedroom Mockup	Owner Requested	Approved	09-Mar-23	03-May-23	06-Jun-23	\$75,577.95	\$75,577.95	
		50					Revise rated floor assembly ULC Listed Design No.	Cost Saving	Cancelled	22-Mar-23					
		51				50	Revision to select light fixtures to alternate product	Design Improvement	Approved	22-Mar-23	20-Apr-23	26-Apr-23	\$0.00	\$0.00	
65	65	52				57	Delete select cubical curtains and provide track breaks in patient lift tracks	Coordination	Approved	29-Mar-23	12-May-23	01-Jun-23	(\$5,382.50)	(\$5,382.50)	
75	75R1	53				69	Electrical revisions for elevator connections	Coordination	Approved	30-Mar-23	29-Jun-23	03-Aug-23	\$18,212.70	\$18,212.70	

		54					Revisions to interior expansion joints types	Coordination	Cancelled	30-Mar-23							
68	68	55					Existing Water Room pull station	Coordination	Approved	05-Apr-23	17-May-23	23-May-23	\$1,142.90	\$1,142.90			
67	67	56					Revision to brace frame VB205	Coordination	Approved	17-Apr-23	12-May-23	18-May-23	\$1,164.02	\$1,164.02			
82	82R2	57R					Revision to biometric readers	Owner Requested	Approved	18-Apr-23	01-Sep-23	25-Sep-23	-\$21,023.00	-\$21,023.00			
64	64				49	51	Tree Removal at End of Block B	Site Condition	Approved	03-Nov-22	20-Apr-23	26-Apr-23	\$2,117.50	\$2,117.50			
66	66R1	58				68	Clarification to area drains	Coordination	Approved	20-Apr-23	19-Jul-23	27-Jul-23	\$25,942.40	\$25,942.40			
77	77R1	59				85	Fiber optic connection to existing building	Coordination	Approved	02-May-23	25-Jul-23	12-Oct-23	\$10,118.90	\$10,118.90			
78	78	60				63	Additional pot light in Bedroom Type "D"	Coordination	Approved	02-May-23	26-Jun-23	04-Jul-23	\$2,865.50	\$2,865.50			
		61					Revision to clarify clay unit product	Discontinued Product	Pending	09-May-23							
71	71	62R				59R	Modifications to elevator framing for door supports and additional pit ladder	Coordination	Approved	23-May-23	05-Jun-23	27-Jun-23	\$66,131.08	\$66,131.08			2
		63					Patching of existing asphalt drive-ways	Owner Requested	Cancelled	23-May-23							
81	81	64				65	Flooring revisions	Coordination	Approved	25-May-23	07-Jul-23	20-Jul-23	\$7,090.72	\$7,090.72			
80	80R2	65				84	Owner requested revisions to Kitchen Equipment	Owner Requested	Approved	25-May-23	22-Sep-23	03-Oct-23	\$68,113.10	\$68,113.10			
73	73	66				62	Delete kitchen equipment soap and towel dispenser accessories	Owner Requested	Approved	29-May-23	20-Jun-23	27-Jun-23	(\$2,670.00)	(\$2,670.00)			
126	126R2	67R3				115	Tie-in to existing fire alarm and PA systems	Coordination	Approved	30-May-23	21-Mar-24	12-Apr-24	\$18,950.80	\$18,950.80			
87	87	68				70	Revision to louvers	Coordination	Approved	30-May-23	02-Aug-23	08-Aug-23	\$660.00	\$660.00			
68	68	69				58	Patient lift system power supply covers	Owner Requested	Approved	01-Jun-23	05-Jun-23	22-Jun-23	\$10,222.30	\$10,222.30			
83	83	70				67	Revision to stair guard assembly	Coordination	Approved	06-Jun-23	19-Jul-23	26-Jul-23	\$726.00	\$726.00			
84	84	71				66	Revision to Ceramic tile type CT2.1 in select rooms	Owner Requested	Approved	15-Jun-23	19-Jul-23	25-Jul-23	\$0.00	\$0.00			
74	74R1	72R				64	Temporary support angles for Block C structural frame	Coordination	Approved	13-Jun-23	28-Jun-23	04-Jul-23	\$10,563.30	\$10,563.30			
69	69R1					71	Removal of existing foundations at electrical duct bank trench	Site Condition	Approved	14-Jun-23	07-Jul-23	09-Aug-23	\$10,095.80	\$10,095.80			
76	76R3	61				72	Revision to clay unit masonry product	Coordination	Approved	09-May-24	26-Jun-24	12-Aug-24	\$55,860.00	\$55,860.00			
		73					Revise solid surface finish colour on millwork M30 & M31	Owner Requested	Cancelled	12-Jul-23							
		74					Additional structural support at 5th floor trench drain	Coordination	Pending	12-Jul-23							
90	90	75R				74	Revised detail at expansion joint at gridline 23 between S & T/T.2.	Coordination	Approved	12-Jul-23	14-Aug-23	24-Aug-23	\$8,513.40	\$8,513.40			
92	92					75	Revised rebar stirrups at elevator conduit duct bank	Coordination	Approved	18-Jul-23	23-Aug-23	30-Aug-23	\$1,036.20	\$1,036.20			
93	93				148	76	Revision to window sill support material detail	Contractor Requested	Approved	23-Aug-23	29-Aug-23	05-Sep-23	\$3,312.89	\$3,312.89			
102		76				86	Coring of Foundation for temporary generator connection	Coordination	Approved	25-Jul-23	03-Oct-23	11-Oct-23	\$3,850.00	\$3,850.00			
101	101R3	76R2				91	Connection for Portable Genset and Load Bank Testing	Owner Requested	Approved	06-Feb-24	22-Feb-24	12-Mar-24	\$116,723.25	\$116,723.25			
94	94	77				77	Revision to jockey pump electrical feed	Coordination	Approved	26-Jul-23	01-Sep-23	12-Sep-23	\$5,904.80	\$5,904.80			
98	98	78				82	Revised wall depth in Laundry Rooms to accommodate 4" drain pipe	Coordination	Approved	27-Jul-23	19-Sep-23	03-Oct-23	\$246.50	\$246.50			
108	108	79				111	Delete fire damper at return air duct in penthouse level	Coordination	Approved	31-Jul-23	24-Oct-23	21-Mar-24	(\$497.00)	(\$497.00)			
97	97R1	80R				81	Revise wall thickness to accommodate pipe size	Coordination	Approved	03-Aug-23	19-Sep-23	03-Oct-23	\$3,090.10	\$3,090.10			
96	96	81				83	Domestic booster pump power feed	Coordination	Approved	23-Aug-23	13-Sep-23	02-Oct-23	\$6,792.50	\$6,792.50			
		82				156	Revision to Drew St. entrance sanitary & storm pipes for interferences	Coordination	Approved	28-Aug-23	11-Feb-25	25-Feb-25	\$54,487.51	\$54,487.51			
105	105	83				88	Electric heaters for temporary heat in rooms at junction between Phase 1 and 2	Coordination	Approved	15-Sep-23	10-Sep-23	24-Oct-23	\$5,355.90	\$5,355.90			
		84					Investigation for tie-in to existing PA system	Coordination	Cancelled	15-Sep-23							
85	85				67	80	Ductwork revisions related to SI#67	Coordination	Approved	06-Jun-23	02-Aug-23	25-Sep-23	\$1,439.90	\$1,439.90			
103	103R1	85				89	Additional louvre colour	Coordination	Approved	02-Oct-23	30-Oct-23	10-Nov-23	\$3,300.00	\$3,300.00			
106	106	86				87	Chiller Support Frames	Coordination	Approved	02-Oct-23	17-Oct-23	18-Oct-23	\$42,145.73	\$42,145.73			
112	112R1	87				96	Revise light fixture type U & U1	Coordination	Approved	17-Oct-23	29-Nov-23	07-Jan-24	\$2,753.30	\$2,753.30			
114	114	88				94	Revise storm drain piping from the roof of Stair Shaft #5	Coordination	Approved	26-Oct-23	14-Nov-23	05-Dec-23	\$8,269.80	\$8,269.80			
120	120R4	89				114	Add digital meni board connections at each dining area	Owner Requested	Approved	31-Oct-23	01-Apr-24	12-Apr-24	\$15,745.40	\$15,745.40			
116	116	90				100	Additional roof anchors at chimney for Boiler #4	Coordination	Approved	01-Nov-23	20-Nov-23	10-Jan-24	\$35,019.60	\$35,019.60			
		91				97	Revision to flooring materials in corridors and resident vestibules	Owner Requested	Approved	08-Nov-23	22-Nov-23	07-Jan-23	\$0.00	\$0.00			
		92					Provide a permanent load bank for generator testing	Coordination	Pending	08-Nov-23							
132	132R2	93				127	Revision for door controls	Coordination	Approved	10-Nov-23	08-May-24	23-May-24	\$55,073.65	\$55,073.65			
117	117	94				93	Ground connection from pole to transformer	Coordination	Approved	14-Nov-23	24-Nov-23	27-Nov-23	\$3,122.90	\$3,122.90			
104	104R2					90	Additional track components for lift track in room 5091 - Submittal 135	Coordination	Approved	30-May-23	31-Oct-23	10-Nov-23	\$2,448.60	\$2,448.60			
111	111R1		91R2			92	Revision to ductwork related to ERV#1 and SI#91R2	Coordination	Approved	15-Sep-23	16-Nov-23	20-Nov-23	\$4,701.40	\$4,701.40			
		95R					Typical resident wardrobe storage hinges	Owner Requested	Cancelled	20-Nov-23							
121	121R2	96R				102	Typical resident room and washroom millwork revisions	Owner Requested	Approved	22-Nov-23	09-Jan-24	15-Jan-24	\$28,778.20	\$28,778.20			
123	123R2	97R				101	Revision to resident room drapes	Owner Requested	Approved	22-Nov-23	08-Jan-24	10-Jan-24	\$4,059.00	\$4,059.00			
		98					Additional lightning protection	Coordination	Cancelled	27-Nov-23							
125	125R2	99R				103	Toggle switch at flusher disinfectant in soiled utility rooms	Coordination	Approved	29-Nov-23	11-Jan-24	15-Jan-24	\$1,651.10	\$1,651.10			
135	135R1	100				105	Revise drainage for balcony/roof areas	Coordination	Approved	29-Nov-23	15-Feb-24	27-Feb-24	\$19,183.78	\$19,183.78			
110	110R1				80	95	Costs associated with piping clarification in SI#80	Coordination	Approved	15-Aug-23	30-Nov-23	14-Dec-23	\$22,236.50	\$22,236.50			
		101					Delete telephone cables between communications cabinets	Owner Requested	Cancelled	19-Dec-23							
						53	Phase 2 Piling	Site Condition	Approved	08-Jan-24	08-Jan-24	10-Jan-24	\$0.00	\$0.00			
129	129R1	102				104	Revision to Clean Utility Millwork M13	Owner Requested	Approved	22-Dec-23	24-Jan-24	30-Jan-24	(\$29,960.00)	(\$29,960.00)			
134	134R2	103				112	Delete resident room lower entertainment boxes	Owner Requested	Approved	02-Jan-24	15-Mar-24	03-Apr-24	(\$112,848.00)	(\$112,848.00)			
133	133	104				106	Revisions to Phase 2 Structural Steel	Coordination	Approved	04-Jan-24	02-Feb-24	27-Feb-24	\$13,369.24	\$13,369.24			
136	136	105				118	Wanderguard elevator control tie-in	Coordination	Pending	08-Jan-24	17-Apr-24	29-Apr-24	\$32,157.40	\$32,157.40			
						98	Asphalt deficiency warranty extension	Deficiency Reconciliation	Approved	06-Dec-23	14-Dec-23	11-Jan-24	(\$7,500.00)	(\$7,500.00)			
127	127					99	CSA IPAC training course	Contractor Requested	Approved	10-Nov-23	02-Jan-24	11-Jan-24	(\$550.00)	(\$550.00)			
139	139R	106				109	Revision to Block D tub rooms	Coordination	Approved	24-Jan-24	26-Feb-24	07-Mar-24	\$7,681.30	\$7,681.30			
148	148R1	107				122	Support posts for med sled system in stairwells	Owner Requested	Approved	31-Jan-24	01-May-24	07-May-24	\$53,607.07	\$53,607.07			
141	141	108				108	Revise outlet locations in Type C Bedrooms	Owner Requested	Approved	08-Feb-24	23-Feb-24	07-Mar-24	\$1,907.40	\$1,907.40			
140	140					107	Delete siding band detail at Penthouse	Cost Saving	Approved	21-Feb-24	21-Feb-24	27-Feb-24	(\$10,600.00)	(\$10,600.00)			
137	137					110	Slab edge firestop detail revision	Coordination	Approved	09-Feb-24	04-Mar-24	07-Mar-24	\$39,165.00	\$39,165.00			
145	145					113	Extent of slab edge at curtain wall block C - Phase 1	Coordination	Approved	22-Mar-24	22-Mar-24	04-Apr-24	\$3,637.92	\$3,637.92			
		109R					Clarification to temporary soffit and heating details	Cancelled	Pending	07-Mar-24							
146	146	110				116	Add door 5136 and associated hardware	Coordination	Approved	04-Mar-24	05-Apr-24	26-Apr-24	\$11,698.50	\$11,698.50			
147	147R1	111R				135	Revisions to communication cabinets racks and distribution	Coordination	Approved	14-Mar-24	02-Jul-24	29-Jul-24	\$22,195.00	\$22,195.80			

150	150	112			123	Radiant heating piping enclosures	Coordination	Approved	14-Mar-24	22-Apr-24	22-May-24	\$9,624.86	\$9,624.86
151	151	113			119	Revisions to Resident Washrooms to Accommodate Plumbing Drain	Coordination	Approved	22-Apr-24	22-Apr-24	29-Apr-24	\$5,564.06	\$5,564.06
152	152R1	114			126	Revisions to water room door hardware	Coordination	Approved	20-Mar-24	07-May-24	23-May-24	\$8,929.80	\$8,929.80
156	156	116R			121	Revision to handrails and base bumpers	Coordination	Approved	02-May-24	01-May-24	07-May-24	\$14,213.38	\$14,213.38
153	153				129	Revision to cabinet locks	Owner Requested	Approved	24-Apr-24	24-Apr-24	24-May-24	\$1,540.57	\$1,540.57
154	154			193	Delete Sprinkler Control Valve	Cost Saving	Approved	01-May-24	24-Apr-24	07-May-24	(\$500.00)	(\$500.00)	
158	158	117			124	Add temporary heat trace system to pipes at underside of server 2078 & 2086	Coordination	Approved	08-Apr-24	08-May-24	15-May-24	\$21,541.30	\$21,541.30
157	157	118			128	Phase 1 - Roof level sun control outrigger support	Coordination	Approved	11-Apr-24	06-May-24	24-May-24	\$29,342.14	\$29,342.14
160	160	119R			132	Kill switch for Ground Floor Server 1067	Coordination	Approved	13-May-24	30-May-24	06-Jun-24	\$2,971.10	\$2,971.10
159	159				125	Revise millwork pulls	Cost Saving	Approved	10-May-24	10-May-24	23-May-24	(\$4,132.80)	(\$4,132.80)
163	163	120			133	Additional exit signs at double egress doors	Coordination	Approved	29-May-24	11-Jun-24	23-Jul-24	\$22,341.00	\$22,341.00
162	162	121R			134	Add end enclosures to sneeze guards	AHJ	Approved	03-Jun-24	12-Jun-24	23-Jul-24	\$10,373.00	\$10,373.00
		122				Brick support at level 2 balcony/roof	Coordination	Pending					
					130	Delay Claim Settlement	Delay Claim	Approved	04-Jun-24	04-Jun-24	06-Jun-24	\$317,200.00	\$317,200.00
148	149				131	Additional cubicle curtains Phase 2	Coordination	Approved	17-Apr-24	17-Apr-24	29-May-24	\$10,670.00	\$10,670.00
		123				Replace damaged trees by winter salt at highway	Site Condition	Cancelled	08-Jul-24	19-Jul-24		\$34,672.55	
168	168R	124			138	Circuiting and clarifications for pumps P6, P7, P20 & P21	Coordination	Approved	18-Jul-24	09-Aug-24	29-Aug-24	\$1,821.00	\$1,821.60
167	167				136	Revision to hardware on doors 1018a, 1030b, 1165	Coordination	Approved	22-Jul-24	22-Jul-24	29-Jul-24	\$1,056.00	\$1,056.00
169	169R	125			137	Revision to soffit detail at 1064 & 1075	Coordination	Approved	22-Jul-24	07-Aug-24	14-Aug-24	\$5,908.76	\$5,908.76
		126				Add hot water recirculation line to washers	Design Improvement	Cancelled	22-Jul-24		11-Sep-24		\$0.00
		127			140	Generator shore power circuit	Coordination	Approved	07-Aug-24	03-Sep-24	19-Sep-24	\$6,043.40	\$6,043.40
		128			141	Revision to 5th floor Dining Windows & exhaust duct	Coordination	Approved	13-Aug-24	09-Sep-24	19-Sep-24	\$20,700.61	\$20,700.61
		129			142	Rework roof drain above 5th floor balcony	Coordination	Approved	19-Aug-24	11-Sep-24	19-Sep-24	\$4,275.35	\$4,275.35
175	175R	130R			143	Revised - Insulation tie-in at temporary wall to curtainwall	Coordination	Approved	19-Sep-24	24-Sep-24	03-Oct-24	\$5,417.50	\$5,417.50
171	171		135		139	Credit for revisions to PRV valves from SI#135	Cost Saving	Approved	18-Jul-24	15-Aug-24	29-Aug-24	(\$4,964.00)	(\$4,964.00)
		131				Revised - Gas detection in generator room #6011	Regulatory Change	Pending	06-Nov-24				
		132			144	Water room drywall revision	Coordination	Approved	19-Sep-24	29-Sep-24	04-Oct-24	\$1,045.44	\$1,045.44
				137		Clarification to handrail corners	Coordination	Approved	24-Jul-24				
				138		Composit Slab Crack remediation	Coordination	Approved	14-Sep-24				
				142		Ductwork revisions at Chapel 1027	Coordination	Approved	12-Sep-24				
				141		Revised - Location of Electrical Panel in Janitor Rooms	Coordination	Approved	01-Oct-24				
				143		Revision to bulkheads at corridor 1032	Coordination	Approved	17-Sep-24				
		133			146	Revision to balcony ceiling panels at tapered beams	Owner Requested	Approved	21-Oct-24	22-Oct-24	29-Oct-24	\$0.00	\$0.00
				144R(2)		Revised (2) - Temporary link connection details	coordination	Approved	16-Oct-24				
				145		Clarification to boiler breaker feeds and temp link heaters	coordination	Approved	08-Oct-24				
				146		Revise rating at column 12.1-F	coordination	Approved	10-Oct-24				
	177		141R		145	Reframing and hardware revision relative to SI#141R	coordination	Approved	08-Oct-24	15-Oct-24	21-Oct-24	\$1,364.66	\$1,364.66
			147			Clarification to typical windows drainage	coordination	Approved	22-Oct-24				
181	181	134			147	Add Handrails to link	Architect omission	Approved	20-Nov-24	20-Nov-24	20-Nov-24	\$5,268.77	\$5,268.77
				148		Clarification to shaft bottom closure location	coordination	Approved	30-Oct-24				
				149		Clarification to penthouse glycol tank wiring	coordination	Approved	06-Nov-24				
				150		Revision to fireplace hearth stone in 5115	coordination	Approved	19-Nov-24				
				151		Cancelled: Miscellaneous Structural Clarifications	coordination	Approved	02-Apr-25				
180R			144R2		148	Temporary Link Connection details	coordination	Approved	15-Nov-24	02-Dec-24	10-Dec-24	\$10,226.30	\$10,226.30
			152			Revisions breakers and raceway at IT Room 6003	coordination	Approved	20-Nov-24				
				149		Gas detection controller in generator room 6011	coordination	Approved	02-Dec-24	02-Dec-24	10-Dec-24	\$3,942.40	\$3,942.40
				153		Austco Nurse Call alert info	coordination	Approved	09-Dec-24				
				154		Revised FHC location main floor phase 1	coordination	Approved	11-Dec-24				
		135			152	Modify alternating tread ladder construction in penthouse	coordination	Approved	12-Dec-24	30-Jan-25	07-Feb-25	\$5,830.00	\$5,830.00
				155		Revision to dryer surround opening dimensions	coordination	Approved	06-Jan-25				
				150		Add Handrails to link (2nd part)	coordination	Approved	17-Dec-25	15-Dec-25	20-Dec-25	\$4,548.50	\$4,548.50
		136			151	Temporary cladding at lounge bump-out to existing construction	coordination	Approved	06-Jan-25	30-Jan-25	13-Jan-25	\$12,562.00	\$12,562.00
				156		Revisions 2 Clarification to gypsum ceilings in stairwells	coordination	Approved	11-Mar-25				
				157		Clarification to balcony soffit heights	coordination	Approved	14-Jan-25				
			137		154	Provide cricketed backslope insulation between ERV#1 and MUA#2	Percon	Approved	15-Jan-25	30-Jan-25	07-Feb-25	\$1,650.00	\$1,650.00
			138		155	Provide keypad locksets on Resident laundry room doors	Owner Requested	Approved	16-Jan-25	30-Jan-25	07-Feb-25	\$4,455.00	\$4,455.00
			139			Cancelled - Provide range hood in gathering space kitchen 5116a	Owner Requested	Approved	11-Mar-25				
			140		153	Millwork revisions for site coordination issues	coordination	Approved	22-Jan-25	30-Jan-25	07-Feb-25	\$1,670.35	\$1,670.35
	191		158		159	Furr-out around FA panel in Med room 1070	coordination	Approved	30-Jan-25	11-Mar-25	25-Mar-25	\$1,247.07	\$1,247.07
				159		Revision to ceilings bulkheads in corridor 5082 and 5099	coordination	Approved	03-Mar-25				
			160			Revised - Ceiling height in corridor 5081	coordination	Approved	30-Jan-25				
			141		157	Modify stainless steel count 2078	coordination	Approved	10-Feb-25	05-Mar-25	13-Mar-25	\$0.00	\$0.00
			161			Revision to fireplace hearth stone in 5115	coordination	Approved	12-Feb-25				
	192	142			160	Revised counter support at M60 under counter fridge	Owner Requested	Approved	12-Feb-25	11-Mar-25	25-Mar-25	\$2,694.91	\$2,694.91
193R1	143				165	Temporary Cladding of columns exposed to exterior in P1	coordination	Approved	12-Feb-25	08-Apr-25	15-Apr-25	\$10,961.13	\$10,961.13
				162		Revision to shower floor drains for sheet flooring	coordination	Approved	12-Feb-25				
	194R1	144			158	Modify rated wall at Room 5115 to suit piping	coordination	Approved	25-Mar-25	25-Mar-25	25-Mar-25	\$4,923.41	\$4,923.41
				163		Revisions to door frame protection	coordination	Approved	01-Feb-29				
				164		Revised 2: Relocate Shower room storage cabinets	coordination	Approved	24-Mar-25				
		145				Cancelled:Add LCD Austco annunciator displays for nurse call in P1	coordination	Approved	15-Apr-25				
			165			Clarifications on IT room 6003 panel terminations and rack equipment locations	coordination	Approved	25-Feb-25				
	196	146			162	Horizontal cable management and access control data drop	coordination	Approved	24-Feb-25	01-Apr-25	01-Apr-25	\$4,105.20	\$4,105.20
				166		Drywall bulkhead control joint locations	coordination	Approved	03-Mar-25				

Summary of Change Orders / Extras

Cassellholme Redevelopment

As at: 2025-03-31

Change Order #	Issue Date	Purpose	Amount (Pre HST)	HST	Approved by Owner	Contingency Used
151	08-Jan-25	Temporary cladding at Lounge bump-out tight to existing construction	\$ 12,562.00	\$ 1,633.06	Yes	Yes
152	29-Jan-25	Modify alternating tread ladder construction in penthouse	\$ 5,830.00	\$ 757.90	Yes	Yes
153	29-Jan-25	Milwork revisions for site coordination issues	\$ 1,670.35	\$ 217.15	Yes	Yes
154	30-Jan-25	Provide cricketed backslope insulation between ERV#1 & MUA#2	\$ 1,650.00	\$ 214.50	Yes	Yes
155	30-Jan-25	Provide keypad locksets on Resident Laundry room doors	\$ 4,455.00	\$ 579.15	Yes	Yes
156	11-Feb-25	Revision to Drew St. entrance sanitary & storm pipes for interference	\$ 54,487.51	\$ 7,083.38	Yes	Yes
157	06-Mar-25	Modify stainless steel counter in 2078 (No Cost)	\$ -	\$ -	Yes	Yes
158	17-Mar-25	Modify rated wall at Room 5115 to suit piping	\$ 4,923.41	\$ 640.04	Yes	Yes
159	11-Mar-25	Furr-out around FA panel in Med Room 1070	\$ 1,247.07	\$ 162.12	Yes	Yes
160	11-Mar-25	Revised counter support at M60 under counter fridge	\$ 2,694.91	\$ 350.34	Yes	Yes
161	18-Mar-25	Filler panels and relocated upper cabinets of SI#164R2		\$ -	Pending	Pending
162	01-Apr-25	Horizontal cable management and access control data shop	\$ 4,105.20	\$ 533.68	Yes	Yes
163	02-Apr-25	Wall closure at soffit construction in janitor room 1065	\$ 3,241.99	\$ 421.46	Yes	Yes
164	07-Apr-25	Revise Sentronic closures to 24v	\$ 6,264.50	\$ 814.39	Yes	Yes
Total			\$ 103,131.94	\$ 13,407.15		

Hard Contingency

\$ 4,026,832

Total Contingency

\$ 4,629,632

Change orders Issued from Contingency

\$ 2,428,635

<- feeds report

Per Percon Report

\$ 2,428,635.56

YTD Project Budget to Actual

Cassellholme Redevelopment

Commencement to date:

Cassellholme

March 31, 2025

Feb 2025

Mar 2025

Budget Item	Description	Board Approved Budget	Spent Commencement to Previous Month	Current Month	Total Spent to Date	Budget Remaining	% of Budget Spent
A1	Land	-	-	-	-	-	0.0%
A2	Land Legal Fees and others	-	-	-	-	-	0.0%
A3	Property Taxes	-	-	-	-	-	0.0%
B1.1	Construction Cost - Phase 1	52,954,402	48,952,596	1,043,030	49,995,627	2,958,776	94.4%
B1.2	Construction Cost - Phase 2 & 3	48,626,198	4,640,504	30,200	4,670,704	43,955,494	9.6%
B1.3	Budget Increases - Change Orders	2,428,635	1,831,766	65,574	1,897,340	531,295	78.1%
B1.4	Holdback Retained	-	7,205,233	148,045	7,353,277	7,353,277	0.0%
B1.4a	Holdback Released	-	20,840	-	20,840	20,840	0.0%
B1.5	Owner Hard Costs	7,046	7,046	-	7,046	-	100.0%
B2	Demolition	-	-	-	-	-	0.0%
B3	Construction Contingency	4,026,832	-	-	-	4,026,832	0.0%
B3	Contingency Reductions- Change Orders	2,428,635	-	-	-	2,428,635	0.0%
C1	Architect	3,305,965	2,870,257	20,684	2,890,941	415,024	87.4%
C2	Structural Engineer	417,800	360,647	1,460	362,107	55,693	86.7%
C3	Mechanical Electrical Engineer	1,359,186	1,222,022	-	1,222,022	137,164	89.9%
C4	Civil Engineer	154,927	146,013	112	146,125	8,802	94.3%
C5	Landscape Architect	55,213	44,590	-	44,590	10,623	80.8%
D1	Geotechnical / Environmental	29,751	29,751	-	29,751	0	100.0%
D2	Land Surveyor	-	-	-	-	-	0.0%
D3	Energy Modelling Consultant	87,145	87,145	-	87,145	-	100.0%
D4	Commissioning Consultant	78,066	52,036	800	52,836	25,230	67.7%
D5	AV and Acoustics Consultant	62,529	50,179	-	50,179	12,350	80.2%
D6	Food Services Consultant	22,263	20,763	-	20,763	1,500	93.3%
D7	Elevator Consultant	9,713	6,213	-	6,213	3,500	64.0%
D8	Cost Consultant	89,770	89,770	-	89,770	-	100.0%
D9	Hardware Consultant	4,000	4,000	-	4,000	-	100.0%
D11	Life Safety and Fire Consultant	3,038	3,038	-	3,038	-	100.0%
D10	Misc. Consultants	400,655	224,342	-	224,342	176,313	56.0%
E1	Development Charges	-	-	-	-	-	0.0%
E2	Building Permit	-	-	-	-	-	0.0%
E3	Miscellaneous Permits	31,235	31,235	-	31,235	0	100.0%
F1	Insurance - Liability & Builder's Risk	-	-	-	-	-	0.0%
F2	Pre-Opening Expenses	-	-	-	-	-	0.0%
F3	Project Management Fee	858,833	674,444	16,887	691,331	167,502	80.5%
F4	Administrative Costs	-	-	-	-	-	0.0%
F5	Accounting Services	300,000	275,202	-	275,202	24,798	91.7%
F6	Marketing Fees	70,000	62,463	-	62,463	7,537	89.2%
F7	Disbursements	60,000	54,292	-	54,292	5,708	90.5%
F8	Legal Fees	600,000	530,747	-	530,747	69,253	88.5%
G1	Construction Loan Interest	4,783,132	3,704,121	168,649	3,872,769	910,363	81.0%
G2	Commitment Fee	-	-	-	-	-	0.0%
G3	Broker's Fees	-	-	-	-	-	0.0%
G4	Financing Legal Fees	-	-	-	-	-	0.0%
G5	Project Monitor	172,000	101,683	2,979	104,661	67,339	60.8%
G6	Appraisal	-	-	-	-	-	0.0%
G7	Draw Fees	-	-	-	-	-	0.0%
H1	HST on Monthly Costs	15,088,933	7,108,391	132,183	7,240,575	7,848,358	48.0%
H2	HST Input Tax Credit	15,088,933	6,357,999	541,838	6,899,837	8,189,096	45.7%
H3	HST Self-Assessment	1,914,397	984,767	-	984,767	929,630	51.4%
I1	Soft Costs Contingency	602,800	-	-	-	602,800	0.0%
J1	FF&E	2,965,586	829,009	-	829,009	2,136,577	28.0%
Total		124,052,480	61,456,635	792,676.51	62,249,312	61,803,168	50.2%

Board of Management Meeting
May 22, 2025

❖ **STAFFING - Tiffany Chapman, HR Coordinator**

Students

- ❖ Active/In Progress – PSW Living Classroom

April 2025

- ❖ Hired – 12 total (3 RPNs, 5 PSWs, 1 CSS PSW, 1 Helping Hands, 1 Scheduling Coordinator, 1 HR Assistant)
- ❖ Terminated/Resigned/Retire in April – 9 Total (5 PSWs, 2 RNs, 1 Helping Hands, 1 FSW)
- ❖ PSW Lines – 12 new “relief” lines posted – recruiting

Vacancies as of May 16/25

- ❖ PSW – 5 temp full-time, 2 perm part-time, 6 temp part-time – all lines posted.
- ❖ RPN – 1 perm full-time, 3 temp full-time, 2 perm part-time, 2 temp part-time – interviewing and recruiting
- ❖ RN – 1 full-time perm (pending PSW to RN completion)
- ❖ Dietary – 2 perm part-time, 4 temp part time – 3 NEW part-time relief lines posted
- ❖ Housekeeping – 2 perm part-time and 4 temp part-time – 1 NEW relief line posted
- ❖ Activities – 1 part-time temp
- ❖ 400 Club – 1 perm part time

❖ **HOUSEKEEPING & NUTRITION & FOOD SERVICES - Trina Milne, Manager**

- ❖ Effective April 1, 2025- Meals on Wheels increased from \$6.17 to \$6.40 per meal.
- ❖ Resident Food Committee reviewed the Spring/Summer menu. Some changes were made to accommodate resident requests for tomato juice, more fresh fruit, cucumber and tomato slices, and more pasta salad. We will also be adding a special occasion menu.
- ❖ New Laundry Chemicals and a dispensing system will be installed at the beginning of June in our current facility. This will also be installed in the new building.

❖ **INFECTION CONTROL - Ellen Whittaker, IPAC Manager**

Hand Hygiene Observations

Audits of resident hand hygiene in the dining room and before the resident is provided with food have now been completed on all units and for the Ministry required, four weeks. Next steps include preparing ongoing audit schedules to ensure that compliance remains high.

Outbreaks:

The respiratory outbreak that was reported in the last report ended on April 25th 2025. The duration of the outbreak was 36 days, with 45 resident cases and 30 reported staff cases. There were no hospitalizations and no deaths. When this outbreak was declared over, masks were no longer mandatory.

Immunization

The collection of staff Measles immunization is ongoing and continues to go well. Resident Covid-19 boosters have been administered. Approximately 170 were given.

IPAC Construction Audits

Audits continue to be done at least weekly. The focus recently has been overhead cleaning prior to the final closing in of ceilings. Also, the construction clean has started on 2nd floor and it is expected that it will soon be ready for the final inspection.