

Cassellholme Family Council Meeting

Armstrong Room

Tuesday June 10th, 2025

Welcome (2:10 p.m.)

The Family Council held this in-person meeting in the Armstrong Room at Cassellholme with several people attending using Zoom. We will continue providing a Zoom link for future meetings for those who cannot attend in person. Chair Monique Peters welcomed everyone.

Attendance (9)

Lorraine Aspinall, Mary-Lyn Bondetti, Dianne Cardelli, Rosanne Brear-Pelland, Lise Cousineau, Karen Gooch (Recorder), Elizabeth Henderson, Monique Peters (Chair), Blanche-Hélène Tremblay

Guests Tracy Davis (Staff Assistant), Mandy Gilchrist (Activities Manager)

Territorial Acknowledgement

Monique Peters acknowledged with gratitude that we meet on the territory of the Nipissing First Nation and that we honour the teachings of our Indigenous neighbours and thank them for their care of the land. Monique reminded us that June is Nation Indineous History Month. She also pointed out that the Canadian Mental Health Association (CMHA) is promoting Kindness Week (Jun 9th- 13th).

Activities

Activities Manager, Mandy Gilchrist provided an overview of the summer global activities that are happening at Cassellholme. Each unit will also host a number of activities which are posted daily on the unit.

- Monday
 - The hymn sing continues at 10:30 a.m. with Sharon Paris providing piano accompaniment.
- Tuesday
 - Residents are brought to the auditorium for a barbeque lunch. The menu will alternate between burgers/hot dogs and chicken on-a-bun/salad. Each unit will attend this lunch once a month on a rotating basis.
 - On the 1st and 3rd Tuesday Heather Gardner will lead a choir for residents.
- Wednesday
 - Each week a garden party will be held in the oval garden with live music, refreshments and other treats. There will be no smoking in the garden during this time. Events will be moved into the auditorium in case of bad weather.
 - TV Bingo stops for the summer, but residents will be brought to the waterfront to enjoy the City of North Bay's summer concert series.
- Thursday
 - The residents will be offered rides on the newly purchased trishaw bike starting this month and running through to October (weather permitting).
 - July 17th will be Donor Appreciation Day to thank those who contributed to the purchase of the bike which has electric assist, a wider seat with a seat belt and safety bar.
- French Programming
 - There will be a French social group and a French mass – both held once a month.

- Wine and Cheese
 - There will be a wine and cheese social held twice a month with Pat Dunn on Saturday afternoons.
- Worship
 - Non-denominational worship will be held each Sunday from 2:00 – 3:00 p.m. conducted by rotating leaders from local churches.
- A monthly calendar of all events is available on the website with a printed version posted around the building. Cancellation notices will be posted on the Cassellholme *facebook* page. All of this is made possible by the great staff of the activities department.

Cassellholme Update

Tracy Davis, Resident and Family Navigator offered the following update about what is happening at Cassellholme.

- Staffing – Mel Cross has been hired as the Acting Director of Care and she would like to attend the next Family Council meeting. Erin Brophy will be leaving her Nurse Practitioner position to attend medical school. Cassellholme's other Nurse Practitioner will stay on and planning for the future is ongoing.
- Volunteers – Tracy is working on ramping up the volunteer program. She has been looking for ways to make more use of volunteers including as greeters at the front door (or at an information desk) during peak visiting times, reading to residents or answering the phones. There are plans to encourage more people to volunteer (including students during the summer) by offering flexible hours. It was suggested to try, if possible to coordinate hours so that some volunteers are available when the General Store is closed. One goal of this work is to improve hospitality at Cassellholme.
- Elder Abuse Awareness – Tracy is planning a campaign to educate staff about elder abuse using the Residents' Bill of Rights which includes a section about the right of freedom from abuse and neglect. Tracy asked if members of Family Council would consider participating in making a video to help with this. We agreed to discuss this and then have Monique Peters contact Tracy to arrange a time for members to record a brief pre-written message.
- New Building – It is estimated the move in will happen mid-September, but there is no firm date yet. Senior staff have been meeting with the logistics company to review the moving process. Tracy acknowledged that there is some concern and nervousness among staff, family members and residents. It is unlikely family members will be able to be at Cassellholme on moving day so that the process can play out as smoothly as possible. The logistics company is very experienced with moves such as this. As part of the process, family members will be contacted directly and will be consulted about their preferences regarding the move. These preferences will be considered but it may not be possible to entirely accommodate everyone's choices. Families will be informed about the timing of first visits after the move.

Agenda	Motion 009/25 Blanche-Hélène Tremblay/ Lorraine Aspinall moved that the agenda be approved as circulated.	Carried
Minutes of Previous Meeting	Motion 010/25 Karen Gooch/ Lise Cousineau moved that the minutes from the May 13 th , 2025 meeting be accepted as presented	Carried
Business Arising	None	
New Business		
Research and Advocacy	Monique Peters offered to speak to Tracy Davis to inquire if the staff have been given the opportunity to view the video from Pioneer Manor. This is a video that Family Council reviewed a few months ago about encouraging staff to greet residents when they enter a room and explain what they will be doing while they are in the room. This could be a tie-in with the upcoming Kindness Week. There was a comment that visitors can help with this by greeting staff as they come into a resident's room and getting to know the names of the staff who are caring for their loved ones.	
Chair Report	No report	
Board of Management	The next Board of Management meeting is scheduled for June 19 th , 2025. All are welcome to attend, but non-board members cannot speak without prior permission. Meetings can be attended in person or a <i>Zoom</i> link can be found at Board of Management Cassellholme	
Inspection Reports	There have been no new inspection reports posted since our last meeting. Home Report	
Discussion/ Sharing	There was a brief time of discussion for people to share anything about their experiences at Cassellholme. <ul style="list-style-type: none">• There was discussion about participating in the video that Tracy Davis is producing and several members offered to help with this if the timing works out.• We talked briefly about smoking in the new building. As noted in past discussions, this is a complicated issue. As of yet, no policy is in place about how this will be handled once residents move.	
Other Business	None	
Next Meeting	The next meeting will be on Tuesday, July 8 th , 2025 at 2:00 p.m. It will be a hybrid meeting with the in-person portion taking place in the Armstrong Room.	
Adjournment	The meeting was adjourned at 3:00 p.m.	

Chair, Monique Peters

Recorder, Karen Gooch