

# AGM

Annual General Meeting

CASELLHOLME

BOARD OF MANAGEMENT MEETING

CASELLHOLME

Compassionate care for life's journey.

WEDNESDAY, APRIL 29, 2026

## MINUTES

DATE: Wednesday, April 29, 2026  
LOCATION: Cassellholme Auditorium & ZOOM Meeting  
TIME: 3:00 p.m.

Board Members: Dave Mendicino, Chair  
Michelle Lahaye  
James (Jim) Bruce (Zoom)  
Robert Corriveau  
Peter Chirico

Staff: Angie Punnett, Administrator  
Billy Brooks, Chief Financial Officer  
Camille Bigras, QI Director  
Anita Brisson, Project Manager  
Tiffany Chapman, Recording Secretary

Regrets:

Guests: Mac Bain, Gary Gardiner, Dean Decaire & Shelagh Graham, BDO  
Monique Peters, Family Council, Will K (Bay Today)  
ZOOM: Johanne Brousseau, Don Gracey, Collett

	ITEM	ACTION
<b>A.</b>	<b>CALL TO ORDER</b>	
	<p>RECORDED MEETING</p> <p><i>“Moved by Peter Chirico and seconded by Michelle Lahaye that the meeting be called to order at 3:00 p.m.”</i></p> <p>Res. #46-26</p> <p style="text-align: right;"><u>Carried</u></p>	
	<b>1. Approval of Agenda</b>	
	<p><i>“Moved by Peter Chirico and seconded by Jim Bruce that the Agenda for the Annual General Meeting be approved as presented.”</i></p> <p>Res. #47-26</p> <p style="text-align: right;"><u>Carried</u></p>	
	<b>2. Conflict of Interest</b>	

2.1 Read, sign, and return form to Tiffany Chapman prior to the next regular meeting.  “Moved by Michelle Lahaye and seconded by Jim Bruce that no members present have declared a conflict of interest.”  Res. #48-26	<u>Carried</u>
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**3. Code of Conduct**

3.1 Read, sign and return form to Tiffany Chapman prior to the next regular meeting.	
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**4. 2025 Financial Statements**

Dean Decaire, BDO Chartered Accountant, presented and reviewed the Cassellholme Financial Statements.  “Moved by Peter Chirico and seconded by Robert Corriveau that the 2025 Financial Statements from BDO Canada LLP Chartered Accountants be accepted, as presented.”  Res. #49-26	<u>Carried</u>
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**5. Election of 2026 Auditors**

Dean Decaire left the meeting.  “Moved by Michelle Lahaye and seconded by Jim Bruce that <b><u>BDO Canada LLP Chartered Accountants</u></b> be appointed as Cassellholme Auditors for 2026.”  Res. #50-26	<u>Carried</u>
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**B. CORRESPONDENCE**

No Correspondence	
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**C. REQUEST FOR FUTURE AGENDA ITEMS**

No items noted	
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**D. DATE OF NEXT AGM MEETING**

April 2027 – Annual General Meeting	
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**E. ADJOURNMENT**

“Moved by Robert Corriveau and seconded by Peter Chirico that the meeting be adjourned at 3:50 p.m.”  Res. #51-26	<u>Carried</u>
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Secretary

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Chairman