

CASSELLHOLME

BOARD OF MANAGEMENT MEETING

CASSELLHOLME

Compassionate care for life's journey.

THURSDAY, MAY 28, 2026

MINUTES

Date: Thursday, May 28, 2026

Location: Cassellholme Auditorium

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

Staff: Angie Punnett, Administrator
Camille Bigras, QI Director
Billy Brooks, CFO
Tiffany Chapman, Secretary
Anita Brisson, Project Manager

Regrets: Mac Bain

Guests: Larry, Jamie
Zoom: Don Gracey, Jason, Johanne B
Will K (Bay Today)

	ITEM	ACTION
A.	CALL TO ORDER	
	MEETING RECORDED <i>"Moved by Michelle Lahaye and seconded by Robert Corriveau that the meeting be called to order at 3:01p.m."</i> Res. #065-26	<u>Carried</u>
B.	ROLL CALL	
	As noted above	
	1. Approval of Agenda	
	8.2 Deferred to next meeting <i>"Moved by Peter Chirico and seconded by Robert Corriveau the Board approved the Agenda for this meeting, as amended."</i> Res. #066-26	<u>Carried</u>
	2. Conflict of Interest	
	<i>"Moved by Jim Bruce and seconded by Michelle Lahaye that no Board Members present have declared a conflict of interest."</i> Res. #067-26	<u>Carried</u>
	3. Approval of Minutes	
	3.1 Approval of the Minutes of the Annual General Meeting held on April 29, 2026 <i>"Moved by Rpbert Corriveau and seconded by Peter Chirico that the minutes of the Annual General Meeting, held on April 29, 2026, be adopted as presented."</i> Res. #068-26	<u>Carried</u>

	3.2 Approval of the Minutes of the Regular Board Meeting held on April 29, 2026 <i>“Moved by Michelle Lahaye and seconded by Jim Bruce that the minutes of the Regular Board Meeting, held on April 29, 2026, be adopted as presented.”</i> Res. #069-26 <u>Carried</u>	
4. New Business		
	4.1 Presentation from Don Gracey – Member Municipalities Don Gracey of CG Group has been appointed to represent as the spokesperson for Group of Four Municipalities (Calvin, Mattawa, Mattawan, Papineau-Cameron) Group of Four Municipalities looking to exit Don made presentation regarding exit strategy for the Group of 4 (does not include South Algonquin) Motion from November 25, 2021 – To Rescind Motion January 24, 2019 4.2 Feasibility Study BDO – Reserves (Motion) 50,000 from reserves for BDO Study Same board as C.A. set up on behalf of C.H 2021/2022 work done by C.H staff – invoiced Request to obtain additional information and a financial report on all interactions <i>“Moved by Peter Chirico and seconded by Jim Bruce that as detailed in the Cassellholme Board Meeting of May 28/26 – Cassellholme paid for the feasibility study to set up Castle Arms Management Inc. In light of changes to municipal representation on Castle Arms & CAMS the board requests a financial report on all financial interactions between Cassellholme and CAMS. Also, please provide any and all documentation including legal, corporate registrations and agreements between Cassellholme & CAMS”</i> Res. #070-26 <u>Carried</u>	
5. Redevelopment		
	5.1 Construction Update Piling to continue until No issues/concerns reported at this time	
6. Operations		
	6.1 Operations Update RPN/RN Staffing challenges – budget for Agency staffing noted Directing more focus on Palliation/End of Life Care in the home New Online Training platform being implemented 6.2 Budget Vision (2) (Motion) <i>“Moved by Peter Chirico and seconded by Robert Corriveau that the Board approve the 2026 Budget revision as presented.”</i> Res. #071-26 <u>Carried</u> 6.3 Financial Report – Q1 (Motion) <i>“Moved by Michelle Lahaye and seconded by Gary Gardiner that the board approve the year-to-date Long Term Care operating budget-to-actual results for the period ending March 31st, 2026. (Corresponds to Page 7-9)”</i> Res. #072-26 <u>Carried</u>	

	<i>“Moved by Peter Chirico and seconded by Jim Bruce that the board approve the redevelopment capital budget-to-actual results from commencement to March 31st, 2026, and forecasted capital levy estimates. The estimates and underlying model will be shared with all member municipalities. (Corresponds to Pages 10-11) – which includes the breakdown between original capital budget plus interest costs.”</i> Res. #073-26 <u>Carried</u> <i>“Moved by Gary Gardiner and seconded by Robert Corriveau that the board approve the Community Support Services budget-to-actual results for the period of April 1st, 2025 to March 31st, 2026. (Corresponds to Pages 12-13)”</i> Res. #074-26 <u>Carried</u> 6.4 Quality Quality Committee Planning – reestablish committee Goals RNAO best practices September to audit education calendar Monthly newsletters & town hall meetings planned	
7. Finance and Governance Policy Review		
	7.1 Expenses Policy (Motion) Expenses Policy reviewed and ready for approval <i>“Moved by Jim Bruce and seconded by Peter Chirico that the board approve the Expense Policy as presented with modifications to 7.06 e (i)”</i> Res. #075-26 <u>Carried</u> 7.2 Insurance Policy Insurance Policy draft reviewed	
8. In-Camera		
	Guests/Anita left the meeting & Zoom Meeting Ended <i>“Moved by Gary Gardiner and seconded by Robert Corriveau that the Board proceed to an In-Camera session at 4:28 p.m.”</i> Res. #076-26 <u>Carried</u> 8.1 Approval of the In-Camera Minutes – dated April 29, 2026 In-Camera Motion – Res. #77-26 8.2 Redevelopment – Legal Matter 1 8.3 Redevelopment – Legal Matter 2 In-Camera Motion – Res. #78-26 In-Camera Motion – Res. #79-26 8.4 Governance – Legal Matter <i>“Moved by Robert Corriveau and seconded by Gary Gardiner that the Board approve the In-Camera Session to be adjourned at 5:11p.m.”</i> Res. #080-26 <u>Carried</u>	

C.	CORRESPONDENCE	
	Ministry Inspection Report – May 5, 2026 Cassellholme Newsletter	
D.	REQUEST FOR FUTURE AGENDA ITEMS	
E.	DATE OF NEXT MEETING	
	Thursday, June 25, 2026 – Cassellholme Auditorium – 3:00 p.m.	
F.	ADJOURNMENT	
	“Moved by Peter Chirico and seconded by Jim Bruce that the meeting be adjourned at 5:12p.m.”	
	Res. #081-26	<u>Carried</u>

Secretary

Chairman

May 22, 2026

Subject: Cassellholme Redevelopment Update – May 2026

CONSTRUCTION OVERVIEW

Phase 00 - Work complete.
Phase 1-A – Work complete
Phase 1-B - Work complete
Phase 2 – In Progress

SCHEDULE STATUS

Trending on time as per Phase 2 schedule, included with this report and is updated to reflect the Phase 2 start date of December 3, 2025. Refer to additional notes provided within the schedule.

PHASE 1-B

- There is some warranty millwork that is planned for June

PHASE 2

- Pile installation ongoing till end of June; a total of 254 piles with roughly ½ include splicing
- Capping has commenced
- Chamber beam testing to commence mid June - August

Transition Planning Highlights - An updated summary is attached for reference.

Change Order Log - Please see the attached

Budget Update – To be provided separately

Change Order Log -Feb 16 2026															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					2	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					2	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				2	Door revisions	Coordination	Approved	15-Mar-22	07-Apr-22	06-May-22	\$4,677.20	\$4,677.20	
6	6	3				2	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		209 R		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	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					Clarification to area drains	Coordination	Approved	20-Apr-23	19-Jul-23	27-Jul-23	\$25,942.40	\$25,942.40			
77	77R1	59					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					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					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					Flooring revisions	Coordination	Approved	25-May-23	07-Jul-23	20-Jul-23	\$7,090.72	\$7,090.72			
80	80R2	65					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					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					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					Revision to louvers	Coordination	Approved	30-May-23	02-Aug-23	08-Aug-23	\$660.00	\$660.00			
68	68	69					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					Revision to stair guard assembly	Coordination	Approved	06-Jun-23	19-Jul-23	26-Jul-23	\$726.00	\$726.00			
84	84	71					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					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						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					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					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						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	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					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					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					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					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					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					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					Domestic booster pump power feed	Coordination	Approved	23-Aug-23	13-Sep-23	02-Oct-23	\$6,792.50	\$6,792.50			
		82					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					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	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					Additional louvre colour	Coordination	Approved	02-Oct-23	30-Oct-23	10-Nov-23	\$3,300.00	\$3,300.00			
106	106	86					Chiller Support Frames	Coordination	Approved	02-Oct-23	17-Oct-23	18-Oct-23	\$42,145.73	\$42,145.73			
112	112R1	87					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					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					Add digital menu 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					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					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					Revision for door controls	Coordination	Approved	10-Nov-23	08-May-24	23-May-24	\$55,073.65	\$55,073.65			
117	117	94					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						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	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					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					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					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					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	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							
							Phase 2 Piling	Site Condition	Approved	08-Jan-24	08-Jan-24	10-Jan-24	\$0.00	\$0.00			
129	129R1	102					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					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					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					Wanderguard elevator control tie-in	Coordination	Pending	08-Jan-24	17-Apr-24	29-Apr-24	\$32,157.40	\$32,157.40			
							Asphalt deficiency warranty extension	Deficiency Reconciliation	Approved	06-Dec-23	14-Dec-23	11-Jan-24	(\$7,500.00)	(\$7,500.00)			
127	127						CSA IPAC training course	Contractor Requested	Approved	10-Nov-23	02-Jan-24	11-Jan-24	(\$550.00)	(\$550.00)			
139	139R	106					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					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					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						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						Slab edge firestop detail revision	Coordination	Approved	09-Feb-24	04-Mar-24	07-Mar-24	\$39,165.00	\$39,165.00			
145	145						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					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					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 heater 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		Composity 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				
			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				

			167		Clarification to expansion joint details	coordination	Approved	04-Mar-25							
		147			Cancelled: Add closure panel to back pans on 3rd floor curtainwall	coordination	Approved	07-Apr-25							
	202R1	148		166	Door hardware revisions	Owner request/coordination	Approved	10-Mar-25	09-Apr-25	15-Apr-25	\$20,851.60	\$20,851.60			
			168		Revised Kitchen hood in gathering Space kitchen	coordination	Approved	11-Mar-25							
			169		Install heat pump in shower room S105	coordination	Approved	11-Mar-25							
	195R1	149	164R2	161	Revised: Filter panels and relocated upper cabinets of SI#164 Revised 2	coordination	Approved	24-Mar-25	18-Mar-25	04-Apr-25	\$804.65	\$804.65			
	197	150R	171	163	Wall closure at soffit construction in Janitor Room 1065	coordination	Approved	20-Mar-25	02-Apr-25	02-Apr-25	\$3,241.99	\$3,241.99			
			170		Revision to cubical curtains in tub rooms	coordination	Approved	17-Mar-25							
			172		Revised Closure at hopper fixture SS#2 base to wall	coordination	Approved	08-Sep-25							
		151			Revise fireplace hearth material	coordination	Approved	24-Mar-25							
	199	152		164	Revised Sentronic closers to 24V	coordination	Approved	24-Mar-25	07-Apr-25	07-Apr-25	\$6,264.50	\$6,264.50			
		153		167	Revision to ceiling in Lobby 5002	coordination	Approved	25-Mar-25	09-Apr-25	15-Apr-25	\$0.00	\$0.00			
			175		Installation of TV mounts in residents rooms	as per contract	Approved	15-Apr-25							
			174		Clarification on location of fireplace switches	coordination	Approved	02-Apr-25			\$55,094.46	\$55,096.46			
			173	169	Revision to BF operator buttons	coordination	Approved	02-Apr-25	02-Apr-25	05-May-25	\$856.90	\$856.90			
		154		168	Cabinet lock revisions for keying	owner request	Approved	17-Apr-25	17-Apr-25	27-Apr-25	\$8,505.09	\$8,505.09			
			176		Austco nomenclature and IT info clarification	coordination	Approved	28-Apr-25							
	205R4	155R2		188	Revised: Revision to storm line serving existing building at Apple Wing	Design Improvement/coordination	Approved	06-Oct-25	21-Oct-26	02-Mar-26	\$81,623.25	\$81,623.25			
			177		Ceiling height revisions in corridors 1030 1032	coordination	Approved	06-May-25							
			178		Comms cabinet in block c level 5	Design Improvement	Approved	14-May-25							
			179		Clarifications for interferences at clean-out access doors	coordination	Approved	14-May-25							
			180		Clarification for quantity of lockers in staff lockers	coordination	Approved	14-May-25							
		156			Revise colour on P2 exterior louvre	Coordination	Approved	22-May-25							
		157		171	Revised Temporary fire department connection extension	Authority Having Jurisdiction	Approved	23-May-25	23-May-25	04-Jun-25	\$9,400.60	\$9,400.60			
	209	158		172	Add Smoke detector in control room 1020	Authority Having Jurisdiction	Approved	29-May-25	29-May-25	23-Jun-25	\$1,578.50	\$1,578.50			
			181		Delete light fixtures over M17 in rooms 1064 and 1075	coordination	Approved	29-May-25							
	207			170	Extend thresholds at balcony doors	coordination	Approved	29-May-25	29-May-25	02-Jun-25	\$1,650.00	\$1,650.00			
	211	159	4	173	Relocate P3 fire hydrant to P1	Coordination	Approved	04-Jun-25	04-Jun-25	23-Jun-25	\$20,973.70	\$20,973.70			
		160	1	177	P1 temporary exit signage	Coordination	Approved	11-Jun-25	17-Jun-25	02-Sep-25	\$4,642.00	\$4,642.00			
	214	161	2	180	Flow switch, supervised valve and ATS wiring revision	Coordination	Approved	11-Jun-25	17-Jun-25	18-Jun-25	\$9,350.00	\$9,350.00			
	212	162		174	Stairwell signage revision	Coordination	Approved	12-Jun-25	30-Jun-25	08-Jul-25	\$2,005.58	\$2,005.58			
		163			Cancelled Add countertop infill at rethern ovens in servery millwork	Coordination	Approved	09-Sep-25							
	218R	164			Revised - Relocate main floor pot lights conflicting with memory box millwork	Coordination	approved	08-Oct-25	08-Oct-25	08-Oct-25	\$1,092.30	\$1,092.30			
	216	165		179	Additional heaters in temporary space transition areas	coordination	approved	08-Jul-25	18-Sep-25	18-Sep-25	\$3,290.10	\$3,290.10			
		166		175	Cancelled Additional sign holders for IPAC	client request	under review	09-Sep-25			\$12,510.42				
	221	167	182	181	Delete Remove illuminated exit sign glass at doors 1063, 1076, 1064	coordination	approved	22-Sep-25	22-Sep-25	26-Sep-25	\$2,886.95	\$2,886.95			
			3	190	Revise stairwell light fixture type KS in phase	ministry	approved	24-Jul-25	24-Jul-25	16-Nov-26	\$26,994.61	\$26,994.61			
			184		Replace pumps PH20 & 21	coordination	approved	13-Aug-25							
	220			176	Add closers to link doors	coordination	approved	12-Aug-25	12-Aug-25	18-Aug-25	\$2,118.60	\$2,118.60			
		168			revised - Existing Generator modifications and replacement oil tank pad	coordination	approved	25-Aug-25							
			185		Revised ERV 1-4 Operation Clarification	coordination	approved	11-Sep-25							
			186		Existing generator fuel tank upgrade clarification	coordination	approved	27-Aug-25							
		169		227R2	Millwork modifications for kitchen sink drains and kitchen equ ventilation	Design Improvement	approved	03-Sep-25	16-Oct-26	27-Oct-26	\$38,332.29	\$38,332.29			
	223R1			260	CO 156 referenced - East parking storm interface with light pole	coordination	approved	29-Aug-25	29-Aug-25	29-Aug-25	\$17,908.00	\$17,908.00			
	232	170		186	Corner guards at elevator door jambs	customer request	approved	03-Sep-25	09-Oct-25	09-Oct-25	\$4,259.20	\$4,259.20			
			188		Fold down grab bar material order	code deficiency	approved	04-Sep-25			\$49,401.00				
			189		Dishwasher fan control	coordination	approved	09-Sep-25							
	224R1		190		Revised Repair wall finishes at fold-down grab bar removals	code deficiency	approved	09-Sep-25							
	224R1		191		Fold down grab bar carrier anchoring detail	code deficiency	approved	09-Sep-25							
			192		additional soiled utility room signs	Design Improvement	approved	11-Sep-25							
	234	171		199	revised additional notifier paging relay	owner requested	approved	08-Oct-25	13-Jan-26	13-Jan-26	\$11,117.70	\$11,117.70			
	230	172		184	Add med fridge outlet to med room	owner requested	approved	16-Sep-25	09-Oct-25	09-Oct-25	\$3,006.30	\$3,006.30			
	231	173		185	add hose bib in janitor 1065	owner requested	approved	17-Sep-25	09-Oct-25	09-Oct-25	\$4,759.70	\$4,759.70			
	233	174		202	Revise stairwell door wall stops to floor stops	coordination	approved	18-Sep-25	10-Oct-26	02-Mar-26	\$1,613.70	\$1,613.70			
			4		Replaced combination faucet eyewash stations with faucets only	customer request	approved	23-Sep-25							
	226			182	fold down shower benches in shower rooms	coordination	approved	24-Sep-25	24-Sep-25	24-Sep-25	\$4,163.50	\$4,163.50			
			193R2		Revise lift track location above tubs	coordination	under review	10-Oct-25							
			194		Clarification to wanderguard blue integration with access control system	coordination	approved	29-Oct-25							
		175			Revise stair 5 door card readers wit combination keypad	customer request	cancelled	03-Nov-25	03-Nov-25	fev 19	\$10,237.70				
			195		Clarification to snow removal plan on A600	coordination	approval	11-Nov-25							
		176			Revised slab reinforcing detail for P2	Design Improvement	approved	11-Nov-25							
	237	177		191	Additional HID access cards	customer request	approved	18-Nov-25	18-Nov-25	24-Nov-26	\$2,963.40				
		178			Provide wall switch for F#7 in hair salon 1103	customer request	approved	19-Nov-25							
			196		Accepted alternate light fixtures P2	Design Improvement	approved	26-Nov-26							
		179			Revised light fixtures type KS in P2 stairwells	Design Improvement	approved	26-Nov-26							
		180			provide punch-pad locks on control room 1020 and hair salon 1103	customer request	cancelled	01-Dec-26		19-Feb-26					
	243	181		213	Revise combination eye wash stations in P2	customer request	approved	03-Dec-26	08-Apr-26	05-May-26	\$3,505.70	\$3,505.70			
			197		Clarification to Main floor coffee maker receptacles	customer request	approved	09-Dec-26							
			200		Revision to P2 shaft E dimensions	Design Improvement	approved	16-Dec-26							
	250	185	271	198	Cap heating pipes in basement to accommodate demolition of building wings	coordination	approved	23-Dec-26	12-Jan-26	13-Jan-26	\$3,114.10	\$3,114.10			

Action
Resident Communication
Bed Application - Indigenous
FF&E Review
Ministry submissions
P1 Millwork deficiencies
P2 Project Schedule Review
Storage reviews - operationally
P2 Parking
Storage Area list
Art Fundraising
Art Work - RHA and P1
Wood at mill for purpose
Outdoor Space
HCR - Movers
IT
Furniture
Nurse Call
Medication Safety & Room Review
Nursing Station
Office Review
Activity Rooms planning
Clinical Staffing Plan
Door and Keypad Locks
Wayfinding
Miller waste process
Kitchen Planning
Trina's staffing plan
Storage Areas and supplies
Inventory Management Solution and Process
Medleds
Remar strips
Fire plan

Sub Actions
Updating website
still reviewing the Indigenous unit funding
monthly review as P2 commences; Inventory List Review for P2
monthly progress reports, draws, ministry financials and insurances - submissions monthly
completed - there are some warranty issues and planning for April to be completed
bi-weekly
review if more shelving is required; inventory review
Shelving is being installed and reviewed for P2
ideas have been noted and small WG; including Creative Industries - WG to assemble soon to allow for art in the
Artwork underway and will provide updates as artist submits
to purchase furniture in the spring that was not purchased in November
to be reviewed 6 months prior to move
no action at this time - any additions for P2 - FF&E will be added
AV reviews for P2 to be confirmed summer
all itemized and pre-selected and ready for order
Austco and Percon and Clinical to do a post move review of any changes to be added to P2
to do a post move review of any changes to be added to P2
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to do a post move review of any changes to be added to P2
to do a post move review of any changes to be added to P2
order; to do a post move review of any changes to be added to P2
order; to do a post move review of any changes to be added to P2
to do a post move review of any changes to be added to P2

Due Date
ongoing
ongoing
ongoing
ongoing
June
ongoing
May
Summer 2027
ongoing
Spring
ongoing
2027
June
winter 2027
Summer 2026
Spring 2027
Spring 2027
Spring 2027
Spring 2027
Spring 2027
Spring 2027
Spring 2027
Spring 2027
Spring 2027
Spring 2027
Spring 2027
Spring 2027
Spring 2027
Spring 2027
TBD
Spring 2027
Spring 2027
July

Board of Management Meeting

May 28, 2026

CLINICAL SERVICES – Mel Cross, RN, Director of Care

STAFFING/STUDENTS – Tiffany Chapman, HR Coordinator

New Hires/Terminations April 2026

- ❖ **21 New Hires:** 3 RPNs, 17 PSWs, 1 FSW
- ❖ **7 Terminations/Resignations:** 4 PSWs, 3 FSW
- ❖ **Vacancies as of May 22, 2026**
- ❖ PSW Vacancies: 0
- ❖ RPN Vacancies: 5 permanent part-time
- ❖ RN Vacancies: 1 permanent full-time
- ❖ Dietary Vacancies: 1 permanent part-time
- ❖ Housekeeping Vacancies: 1 permanent part-time
- ❖ Activities Vacancies: 1 permanent part-time
- ❖ CSS Vacancies: 0

Students as of May 22, 2026

- ❖ Near North District School Board PSW Living Classroom (17 Students)
- ❖ Canadore RPN Student Preceptorship (3 students)

BEHAVIOURAL SUPPORT TRANSITION UNIT (BSTU) – Jillian Marchand, Unit Manager

The Behavioural Support Transition Unit (BSTU) successfully supported the temporary admission of nine evacuees between April 28 and May 13. Evacuees were accommodated within the BSTU during this period, and staff demonstrated exceptional flexibility, compassion, and professionalism throughout the transition.

The interdisciplinary team provided significant emotional support to evacuees and their families while also ensuring all required admission processes and were completed in a timely and compliant manner.

Since opening, the unit has experienced two critical incidents. Both incidents were reviewed in accordance with internal policies, with follow-up measures and ongoing quality improvement initiatives implemented to support resident and staff safety.

A review of resident behavioural outcomes within the BSTU indicates positive progress, with 71% of residents demonstrating a decrease in agitating behaviours. Staff continue to utilize behavioural approaches and individualized interventions to support resident well-being and quality of life.

Ongoing education and training continue for both full-time and part-time staff to strengthen competency in behavioural supports, dementia care approaches, safety practices, and person-centred care delivery within the BSTU environment.

RESIDENT & FAMILY NAVIGATOR – Alysia Loyer

Cassellholme resumed admissions on May 13, 2026. At this time, we have four permanent admissions planned for the month of May. In addition, we have also had four short-stay respite admissions through the month of May.

Interest in touring Cassellholme has stayed consistent throughout May. So far this month, I have given seven tours to prospective residents and families, with two more tours scheduled before the end of the month.

I am also currently working with Camille to review and revamp the orientation process for both residents and families. The goal is to create a more consistent, welcoming, and informative experience during the transition into the home.

I continue to work diligently to schedule an annual and admission care conference. I continue to be on track to ensure each resident receives a timely care conference this year.

HOUSEKEEPING & NUTRITION & FOOD SERVICES – Trina Milne, Manager

Meal Suite is up and running in all dining rooms with PSW's trained on taking meal orders on the iPad.

Spring and Summer menu started May 18, 2026 and approved by the Food committee.

New washer installed in main laundry room has been completed.

Currently hiring in dietary for part time employees. Still advertising for a Registered Dietician. Quality Improvement Laundry- tracking items that have gone missing and missing items have been found and returned to residents.

SPIRITUAL CARE/VOLUNTEER/ACTIVITY LEAD – Tracy Davis, Spiritual and Wellness Coordinator

This month, Cassellholme held a Celebration of Life service to honour and remember all residents who have died so far this year. The gathering provided an opportunity for families, staff, and community members to reflect, remember, and acknowledge the lives and contributions of those who were part of our home. Gratitude is extended to the families who attended, as well as to Family Council for their support and presence at the event.

Work has continued on strengthening palliative and end-of-life care supports within the Home. A specific volunteer recruitment and orientation package for palliative volunteers is being developed to help ensure volunteers feel prepared and supported in this important role. In addition, a new general orientation education component focused on palliative and

end-of-life care has been created to help increase staff understanding and comfort in supporting residents and families through decline, dying, and grief. Quality indicators and review processes following a resident death are also being developed to help identify opportunities for reflection, quality improvement, and enhanced staff education.

We are also pleased to welcome Kaitlyn Wilkinson, who will begin this week as an educator through a pilot project focused on increasing staff knowledge and confidence related to palliative and end-of-life care. This is a valuable opportunity for Cassellholme at no cost to the Home, and Kaitlyn has committed to supporting staff education and development with us over the coming months.

Ongoing staff education resources continue to increase, along with more time dedicated to unit huddles, informal teaching opportunities, and one-to-one educational support moments with staff. These efforts continue to support a growing culture of compassionate, person-centred palliative care throughout the Home.

INFECTION CONTROL – Hannah Bryant, RN, Manager of IPAC

New Information:

- Masking mandate lifted in April.

Audits:

- Staff hand hygiene and personal protective equipment audits continue.
- Resident hand hygiene audits continue.
- PPE set-up audits happen bi-weekly to ensure sufficient supply of PPE on units.
- Quarterly IPAC audits continue (will be done weekly when in outbreak).

Outbreaks:

- No confirmed outbreaks to report for April.

Immunization

- Preparing to administer COVID vaccines in May.

IPAC Construction Audits

- Preventative measure audits continue with the demolition phase and the continuous repairs to the new build.
- Attending the bi-weekly construction IPAC meetings.

COMMUNITY SUPPORT SERVICES (CSS) – Cheryl Hamilton, Manager of CSS

No significant changes in the CSS department at present. Still around 43 Assisted Living clients, 27 Respite clients and 186 Homemaking clients. We increased our client numbers for lawncare to 16 from the historical 8 and this seems to be going well. Will see how things look in the winter for client numbers for snow removal services. Transportation and Diners Club services are running as usual. We are fully staffed and have a PSW who is gone now on Maternity Leave but has been replaced by a temp PSW who is still training etc.

We are into our last 3 weeks with the last group of students from Near North District School Board and this has been going well. Will be keeping our “radar” up for future CSS PSW employees!