

CASSELLHOLME

BOARD OF MANAGEMENT MEETING

CASSELLHOLME

Compassionate care for life's journey.

THURSDAY, JUNE 26, 2026

MINUTES

Date: Thursday, June 26, 2026

Location: Cassellholme Auditorium

Board Members: Dave Mendicino, Chair
Michelle Lahaye (late arrival)
James (Jim) Bruce (Zoom)
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: Monique & Kathy (Family Council)
Zoom: Johanne B., Collette, Karren G.,
Will K. (Bay Today)

	ITEM	ACTION
A.	CALL TO ORDER	
	MEETING RECORDED <i>"Moved by Peter Chirico and seconded by Gary Gardiner that the meeting be called to order at 3:02p.m."</i> Res. #082-26 <u>Carried</u>	
B.	ROLL CALL	
	As noted above	
	1. Approval of Agenda	
	6.3 – removed 8.2.2 – removed 8.2.3 – deferred <i>"Moved by Robert Corriveau and seconded by Gary Gardiner that the Board approved the agenda for this meeting, as amended."</i> Res. #083-26 <u>Carried</u>	
	2. Conflict of Interest	
	<i>"Moved by Robert Corriveau and seconded by Jim Bruce that no Board Members present have declared a conflict of interest."</i> Res. #084-26 <u>Carried</u>	
	3. Approval of Minutes	
	3.1 Approval of the Minutes of the Regular Board Meeting held on May 28, 2026 <i>"Moved by Peter Chirico and seconded by Gary Gardiner that the minutes of the Regular Board Meeting, held on May 28, 2026, be adopted as presented."</i> Res. #085-26 <u>Carried</u>	

4. New Business

4.1 Family Council Presentation (Motion)

Monique Peters, Chair of Family Council, made presentation

Reviewed background, mission statement/goals

Advised on smoking areas and smoking policy

Policy created and motion to be submitted – bylaw amendment (for City approval)

“Moved by Peter Chirico and seconded by Robert Corriveau WHEREAS the Cassellholme Family Council presented concerns regarding smoking at the main public entrance during its meeting of June 26, 2026; and

WHEREAS the Family Council unanimously resolved to advocate for a smoke-free main public entrance area that extends beyond the current minimum 9-metre restriction; and

WHEREAS concerns regarding smoking at the main entrance have been raised and documented by Family Council on multiple occasions over the past several years; and

WHEREAS Cassellholme currently provides designated outdoor smoking areas for residents, families and staff; and

WHEREAS residents, families, visitors, volunteers, and staff who choose not to smoke should be able to access and enjoy the main entrance area free from exposure to second-hand smoke and tobacco-related odours;

THEREFORE BE IT RESOLVED THAT the Board of Management of Cassellholme receive and support the recommendation of the Family Council to designate the entire public main entrance area, including all seating and gathering spaces at the front entrance, as a smoke-free zone; and

BE IT FURTHER RESOLVED THAT Administration formally request that the City of North Bay amend By-law No. 2012-97 to designate the entire Cassellholme main public entrance area as a smoke-free zone and incorporate this designation into the municipal smoking by-law.”

Res. #086-26

Carried

4.2 Staff Report CAMS (Motion)

Billy made presentation providing information and timeline of CAMS

“Moved by Jim Bruce and seconded by Peter Chirico that the Board receive the staff report regarding Castle Arms Management Services (CAMS); and

That, recognizing CAMS was initially funded through Cassellholme reserve funds as recommended by BDO, and that those funds were subsequently repaid to Cassellholme through consulting services provided by Cassellholme staff to CAMS, the Board direct that the equivalent funds be returned to the appropriate Cassellholme reserve account(s); and

That the Board acknowledge that CAMS formally concluded its operations in June 2026.”

Res. #087-26

Carried

5. Redevelopment

5.1 Construction Update

Warranty millwork in new build complete by mid-July

Pilling to continue

6. Operations

6.1 Operations Update

Operations update in Board Package
New education platform being implemented
Point Click Care reset

6.2 Quality

Camille presented PowerPoint outlining quality and areas of improvement

Family Council Left Meeting

6.3 Removed

6.4 Finance – CSS Audited Financial Statements 2025-2026

Billy presented

“Moved by Jim Bruce and seconded by Robert Corriveau that the board receives the Community Support Services audited Financial Statements for 2025-2026 (year ending March 31, 2026).”

Res. #088-26

Carried

7. Finance and Governance Policy Review

7.1 Cash Management Policy (Motion)

Cash Management Policy presented for approval

“Moved by Gary Gardiner and seconded by Peter Chirico that the board approve the Cash Management Policy as presented.”

Res. #089-26

Carried

7.2 Credit Cards Policy (Motion)

Credit Cards Policy presented for approval

“Moved by Robert Corriveau and seconded by Jim Bruce that the board approve the Credit Cards Policy as presented.”

Res. #090-26

Carried

8. In-Camera

Guests left the meeting & Zoom Meeting Ended

“Moved by Gary Gardiner and seconded by Robert Corriveau that the Board proceed to an In-Camera session at 4:11 p.m.”

Res. #091-26

Carried

8.1 Approval of the In-Camera Minutes – dated May 28, 2026

In-Camera Motion – Res. #092-26

8.2 Legal Matter – Redevelopment

Anita Left the Meeting

- 8.2.1. Advice Subject to Solicitor Client Privilege
- 8.2.2. Advice Subject to Solicitor Client Privilege
- 8.2.3. Staff Report to Board (Resolution 43-26)

	8.3 Legal Matter - Governance <i>“Moved by Peter Chirico and seconded by Robert Corriveau that the Board approve the In-Camera Session to be adjourned at 4:43 p.m.”</i> Res. #093-26 <u>Carried</u>	
C. CORRESPONDENCE		
	Ministry Inspection Report – May 13, 2026 Cassellholme Newsletter	
D. REQUEST FOR FUTURE AGENDA ITEMS		
	OHT Financials 2025-2026	
E. DATE OF NEXT MEETING		
	Thursday, July 23, 2026 – Cassellholme Auditorium – 3:00 p.m.	
F. ADJOURNMENT		
	<i>“Moved by Michelle Lahaye and seconded by Gary Gardiner that the meeting be adjourned at 4:50 p.m.”</i> Res. #094-26 <u>Carried</u>	

Secretary

Chairman

June 18, 2026

Subject: Cassellholme Redevelopment Update – June 2026

CONSTRUCTION OVERVIEW

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

SCHEDULE STATUS

Phase 2 schedule is included with this report and is updated to reflect the Phase 2 start date of December 3, 2025, and includes progress up to June 15, 2026. Refer to additional notes provided within the schedule.

PHASE 1-B

- There is some warranty millwork that is planned for mid July
- External deficiencies to be completed by early July

PHASE 2

- Piling ongoing till end of June; a total of 270 piles with roughly over ½ splicing is required
- Elevator piles also to be completed end of June; all other work will continue next spring
- Capping is ongoing into July
- Camber beam testing to commence July and 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					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			56	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			55	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			78	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	\$5,335.90	\$5,335.90	
		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-24	\$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 slat 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 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			Compositly 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 ommission	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	\$10,963.13	\$10,963.13
			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 5105	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	Design	Improvement/coordination	Approved	06-Oct-25	21-Oct-26	02-Mar-26	\$81,623.25		\$81,623.25		
					177	Revised: Revision to storm line serving existing building at Apple Wing	coordination	Approved	06-May-25								
					178	Ceiling height revisions in corridors 1030 1032	Design Improvement	Approved	14-May-25								
					179	Comms cabinet in block c level 5	coordination	Approved	14-May-25								
					180	Clarifications for interferences at clean-out access doors	coordination	Approved	14-May-25								
						Clarification for quantity of lockers in staff lockers	Coordination	Approved	22-May-25								
		156				Revise colour on P2 exterior louvre	Authority Having Jurisdiction	Approved	23-May-25	23-May-25		04-Jun-25	\$9,400.60		\$9,400.60		
		157			171	Revised Temporary fire department connection extension	Authority Having Jurisdiction	Approved	29-May-25	29-May-25		23-Jun-25	\$1,578.50		\$1,578.50		
	209	158			172	Add Smoke detector in control room 1020	coordination	Approved	29-May-25	29-May-25		02-Jun-25	\$1,650.00		\$1,650.00		
			181			Delete light fixtures over M17 in rooms 1064 and 1075	Coordination	Approved	04-Jun-25	04-Jun-25		23-Jun-25	\$20,973.70		\$20,973.70		
	207				170	Extend thresholds at balcony doors	Coordination	Approved	11-Jun-25	17-Jun-25		02-Sep-25	\$4,642.00		\$4,642.00		
	211	159	4		173	Relocate P3 fire hydrant to P1	Coordination	Approved	11-Jun-25	17-Jun-25		18-Jun-25	\$9,350.00		\$9,350.00		
		160	1		177	P1 temporary exit signage	Coordination	Approved	12-Jun-25	30-Jun-25		08-Jul-25	\$2,005.58		\$2,005.58		
	214	161	2		180	Flow switch, supervised valve and ATS wiring revision	Coordination	Approved	09-Sep-25								
	212	162			174	Stairwell signage revision	Coordination	Approved	08-Oct-25	08-Oct-25		08-Oct-25	\$1,092.30		\$1,092.30		
		163				Cancelled Add countertop infill at rethern ovens in servery millwork	coordination	approved	08-Jul-25	18-Sep-25		18-Sep-25	\$3,290.10		\$3,290.10		
	218R	164				Revised - Relocate main floor pot lights conflicting with memory box millwork	client request	under review	09-Sep-25				\$12,510.42				
	216	165			179	Additional heaters in temporary space transition areas	coordination	approved	22-Sep-25	22-Sep-25		26-Sep-25	\$2,886.95		\$2,886.95		
		166			175	Cancelled Additional sign holders for IPAC	ministry	approved	24-Jul-25	24-Jul-25		16-Nov-25	\$26,994.61		\$26,994.61		
	221	167		182	181	Delete Remove illuminated exit sign glass at doors 1063, 1076, 1064	coordination	approved	13-Aug-25								
			3		190	Revise stairwell light fixture type KS in phase	coordination	approved	12-Aug-25	12-Aug-25		18-Aug-25	\$2,118.60		\$2,118.60		
			184			Replace pumps PH20 & 21	coordination	approved									
	220				176	Add closers to link doors	coordination	approved									
	236R1	168R			214	Existing generator modifications and replacement oil tank pad	coordination	approved	25-Aug-25	15-Apr-26	05-May-26		\$35,879.05		\$35,879.05		
			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	187	Millwork modifications for kitchen sink drains and kitchen equ ventilation	Design Improvement	approved	03-Sep-25	16-Oct-25		27-Oct-25	\$38,332.29		\$38,332.29		
	223R1			260	178	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 jams	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		19-Feb-26	\$10,237.70				
			195			Clarification to snow removal plan on A600	approval	11-Nov-25									
	261	176			215	Revised slab reinforcing detail for P2	Design Improvement	approved	11-Nov-25	17-Apr-26	20-May-26		\$32,862.69		\$32,862.69		
	237	177			191	Additional HID access cards	customer request	approved	18-Nov-25	18-Nov-25		24-Nov-25	\$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	Sub Actions	Due Date
Resident Communication	Updating website	ongoing
Bed Application - Indigenous	still reviewing the Indigenous unit funding	ongoing
FF&E Review	monthly review as P2 commences; Inventory List Review for P2	ongoing
Ministry submissions	monthly progress reports, draws, ministry financials and insurances - submissions monthly	ongoing
P1 Millwork deficiencies	completed - there are some warranty issues and planning for April to be completed	July
External Deficiencies P1	to be completed by early July	July
P2 Project Schedule Review	bi-weekly	ongoing
Storage reviews - operationally	review if more shelving is required; inventory review	May
P2 Parking		Summer 2027
Storage Area list	Shelving is being installed and reviewed for P2	ongoing
Art Fundraising	ideas have been noted and small WG; including Creative Industries - WG to assemble soon to allow for art in the P1 building	Spring 2027
Art Work - RHA and P1	Artwork underway and will provide updates as artist submits	ongoing
Wood at mill for purpose		2027
Outdoor Space	to purchase furniture in the spring that was not purchased in November	June
Moving Plan	to be reviewed 6 months prior to move	winter 2027
IT	no action at this time - any additions for P2 - FF&E will be added AV reviews for P2 to be confirmed summer	Summer 2026
Furniture	all itemized and pre-selected and ready for order	Spring 2027
Nurse Call	Austco and Percon and Clinical to do a post move review of any changes to be added to P2	Spring 2027
Medication Safety & Room Review	to do a post move review of any changes to be added to P2	Spring 2027
Nursing Station	to do a post move review of any changes to be added to P2	Spring 2027
Office Review	to do a post move review of any changes to be added to P2	Spring 2027
Activity Rooms planning	to do a post move review of any changes to be added to P2	Spring 2027
Clinical Staffing Plan	to be reviewed 6 months prior to move	Spring 2027
Door and Keypad Locks	to do a post move review of any changes to be added to P2	Spring 2027
Wayfinding & external signage	to do a post move review of any changes to be added to P2	Spring 2027
Miller waste process	to do a post move review of any changes to be added to P2	Spring 2027
Kitchen Planning	to do a post move review of any changes to be added to P2	Spring 2027
staffing plan	to be reviewed 6 months prior to move	Spring 2027
Storage Areas and supplies	to do a post move review of any changes to be added to P2	Spring 2027
Inventory Management Solution and Process	to do a post move review of any changes to be added to P2	TBD
Medleds	order; to do a post move review of any changes to be added to P2	Spring 2027
Remar strips	order; to do a post move review of any changes to be added to P2	Spring 2027
Fire plan	to do a post move review of any changes to be added to P2	Summer 2027

Board of Management Meeting

June 25, 2026

CLINICAL SERVICES – Mel Cross, RN, Director of Care

Ministry Inspection & Compliance

The home had a proactive Ministry inspection during the last week of May. Overall, the inspection went very well, with inspectors providing positive feedback regarding the progress made by the home. The inspection resulted in only one Written Notice, related to an area already identified internally and already in progress for improvement.

This follows the positive compliance progress reported in April, where both outstanding compliance orders were complied with and no additional compliance orders were issued. The Clinical Department continues to shift from reactive compliance work toward a more proactive quality improvement approach. Policy and procedure reviews remain underway to ensure clinical practices align with current legislation, best practice standards, and the operational needs of the home.

Critical Incident Overview

There were 6 Critical Incidents reported in May, representing 2.7 incidents per 100 residents based on a month-end census of 217 residents. This is an improvement from April, when there were 11 Critical Incidents, representing 4.9 incidents per 100 residents.

The May incidents included 5 abuse-related reports and 1 report of improper or incompetent treatment. Of the abuse-related incidents, 1 involved staff-to-resident abuse and 4 involved resident-to-resident abuse. Abuse-related reporting remains an important resident safety, regulatory, and reputational risk requiring timely investigation, care plan review, and appropriate follow-up.

Only 33% of May Critical Incidents occurred on evenings, which is improved from previous trends where evenings represented a more significant proportion of reported incidents. There were no Critical Incidents reported on nights. Willow had the highest number of incidents, with 2 reported in May.

Staffing & Workforce Stability

PSW staffing has stabilized, with no PSW vacancies as of the end of May. RPN staffing is also fully staffed; however, the home continues to utilize a small volume of agency RPN support to maintain stability. These agency staff are expected to remain in place through the summer months to support vacation coverage and sick call replacement.

RN staffing remains the highest area of staffing risk. Although the RN group had reached full complement, the last 2 full-time RN hires who recently completed orientation chose to move to casual status in May. This has resulted in 2 full-time RN vacancies and required the home to bring back 2 agency RNs to support coverage and resident safety while recruitment continues.

Stable RN coverage remains essential to clinical oversight, timely assessment, medication management, incident response, documentation quality, and after-hours leadership. Recruitment and retention of RNs will remain a priority moving forward.

Quality Improvement & Operational Effectiveness

Bathing compliance continued to demonstrate significant progress in May. There were 1,857 scheduled baths, with 1,625 completed, representing an 87.5% completion rate. There were 236 resident refusals, representing 12.7%. Importantly, there was only one truly missed bath during the month, which was recovered the following day.

This is significant progress from the concerns that originally prompted compliance action. The majority of uncompleted baths continue to be related to resident refusal rather than missed care. Total bath attempts exceeded the number of scheduled baths due to recovery efforts and additional bathing provided where appropriate.

The home also continues to work on a full overhaul of the skin and wound care policy, procedures, and related clinical direction. This work is being completed in collaboration with the Medical Director, Dr. Gauthier. The goal is to strengthen assessment expectations, clarify staff roles, improve escalation processes, and support timely, appropriate wound care.

Resident and family communication also remains a priority, with continued focus on timely follow-up, clearer communication of concerns and actions, and improved documentation of conversations.

Key Priorities Looking Ahead

Key priorities for the Clinical Department include sustaining bathing compliance, continuing Critical Incident trend analysis, completing the skin and wound care policy overhaul, and improving resident and family communication.

RN recruitment and retention will remain a significant priority following the return of 2 full-time RN vacancies. Agency RN support will continue as needed to ensure resident safety while recruitment is underway. PSW and RPN staffing stability will also be monitored through the summer months.

STAFFING/STUDENTS – Tiffany Chapman, HR Coordinator

New Hires/Terminations May 2026

- ❖ **3 New Hires:** 1 CSS PSW, 1 PSW, 1 Human Resources Manager
- ❖ **14 Terminations/Resignations:** 11 PSWs, 1 FSW, 2 RPNs
- ❖ **Vacancies as of June 17, 2026**
- ❖ PSW Vacancies: 0
- ❖ RPN Vacancies: 1 temporary full-time, 4 permanent part-time, 3 temporary part-time
- ❖ RN Vacancies: 2 permanent full-time (in process of onboarding to fill)
- ❖ Dietary Vacancies: 1 permanent part-time, 1 temporary part-time
- ❖ Housekeeping Vacancies: 2 permanent part-time, 3 temporary part-time

- ❖ Activities Vacancies: 1 permanent part-time
- ❖ CSS Vacancies: 0

Students for June

- ❖ Canadore RPN Student Preceptorship (3 students) to finish in June
- ❖ Canadore PSW Student start June 15 and CTS PSW Students June 19

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

The BSTU continues to demonstrate positive outcomes in supporting residents with responsive behaviours while enhancing the specialized care environment. During June, the unit admitted two new residents, with one additional admission planned for the upcoming week. The team continues to work closely with BSO partners to ensure appropriate admissions.

Resident outcomes remain encouraging, with previous reviews indicating that 71% of residents experienced a reduction in agitating behaviours following admission to the BSTU. Ongoing assessment, individualized care planning, and interdisciplinary collaboration remain key contributors to these positive outcomes.

Staff education continues to be a priority. Ongoing training opportunities are being provided to both full-time and part-time team members to strengthen competencies in dementia care, behavioural supports, person-centred approaches, and best practices in managing responsive behaviours. This continued investment in staff development supports consistent, high-quality care delivery across the unit.

Work has also continued to enhance the therapeutic environment within the BSTU. Environmental improvements, including the installation of wallpaper and other unit enhancements, are being implemented to create a more welcoming, calming, and dementia-friendly space for residents. These modifications support resident orientation, comfort, engagement, and overall quality of life while reinforcing the unit's commitment to evidence-informed behavioural care practices.

HOUSEKEEPING & NUTRITION & FOOD SERVICES – Trina Milne, Manager

- ❖ Currently revising recipes in Meal Suite (dysphagia diet) to make it easier for staff to understand.
- ❖ New additional hours added to dietary department to help support NFS Staff and cooks, help in maintaining a clean environment. 4 new lines have been created and in the process of interviewing.
- ❖ Follow up with staff for compliance in temperature documentation and well as food quality.

INFECTION CONTROL – Hannah Bryant, RN, Manager of IPAC

New Information:

- Policies updated:
 - MRSA Management
 - Outbreak Management
 - Staff Illness Guidelines

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 May.

Immunization

- COVID vaccines being rolled out for the end June.

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.
- Hoarding wall removed closest to the new build.

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

CSS is quite stable at this time. We are fully staffed with one PSW on an extended leave and one PSW who now on Maternity Leave. We have hired a staff in place of the mat leave. We are increasing our Assisted Living numbers bit by bit as staffing allows. We are up to 42 clients at present in Assisted Living, 186 Homemaking clients, 27 Respite clients, 3 supportive Housing clients. We have an upcoming audit with the Innovation Centre for our Transportation program in September so making adjustments to meet all requirements. All in all, CSS is functioning well.

ACTIVITIES – Mandy Gilchrist, Manager

Program Highlights

- Delivered an average of [2] **group programs per day** and [2] **one-to-one sessions** for residents requiring individualized support.
- All About Me Project – New Build
 - (71) completed to date 63% completed
- Hosted special events including:
 - April Special Events / Outings
 - April Fools w Guy & Luc (live music)
 - Music w Daniel April 7th / 14th / 28th
 - Music w Frank & Cheryl April 8th / 15th / 29th

- Wine & Cheese Social w Pat Dunn April 11th
- Music w Norm & Barbara April 22nd
- Music w Tom & Tracy April 25th
- Smile Cookie Day April 27th
- Couples Lunch April 23rd
- Blue Sky Bingo Outing April 16th FREE seniors' bingo
- Hit the Spot Outing April 17th

- May Special Events / Outings
 - Music w Daniel May 5th / 12th / 26th
 - Music w Frank & Cheryl May 6th / 13th / 27th
 - Food Committee Meeting May 7th
 - Celebrate Mom Wine & Cheese w Pat Dunn May 9th
 - French Group w **Odyssée** and Guy & Luc music/tea social May 14th
 - Jimmy's Old Time Radio Show May 14th
 - Hit the Spot Outing May 19th
 - Alliance School Visit Grade 1 – games May 19th
 - Music w Norm & Barabara May 20th
 - Bethal Repertory Club – musical May 21st
 - Blue Sky Bingo Outing – FREE seniors bingo May 21st
 - Music w Keith Whitfeild May 23rd
 - Couples Lunch May 28th

Staffing & Training

- Activity team consists of 18 **staff members**
- Staff completed training in:

UFirst 13 / 18 staff trained = 72% staff trained

DementiAbility 2 / 18 staff trained = 11% trained