



**R.K. MACDONALD NURSING HOME CORPORATION  
REGULAR BOARD MEETING MINUTES  
November 28, 2024  
6:00 pm**

Present were : Camilla Benoit, Chair, Appointee of CSM  
Fran Haley, Secretary, Appointee of Antigonish County  
Monica MacDonald, Appointee of CSM  
Gerald MacDonald, Appointee of CSM  
Sr. Catherine MacGillivray, Appointee of CSM  
Duncan Chisholm, Appointee of Antigonish Town  
Councillor Juanita Pelly, Appointee of Antigonish Town  
Councillor Andrew Murray, Appointee of Antigonish  
Councillor Shawn Brophy, Appointee of Antigonish County  
Terry MacIntyre, CEO  
Michelle Tinio, Clinical Services Manager

Regrets : Councillor Patrick McKenna, Appointee of Antigonish Town  
Councillor Harris McNamara, Appointee of Antigonish County  
Lee Kelly, Director of Clinical Services  
Danielle MacDougall, Director of Finance

**Land acknowledgement**

**Call to order-Chair, Camilla Benoit**

Chair Camilla Benoit called the meeting to order at 6:03pm.

**Welcome of New Board Members**

Chair Camilla Benoit welcomed new Board Members and the Board introduced themselves.

Councillor Juanita Pelly, Appointee of Antigonish Town  
Councillor Andrew Murray, Appointee of Antigonish

**Pledge of Confidentiality**

Pledges were signed by members that were in attendance.

**Mission statement and prayer was read.**

**Additions to the agenda**

Addition to New Business 1.5 -Family Correspondence.

**Motion: To approve the agenda with the addition to New Business 1.5 Family Correspondence.**

Moved by Councillor Shawn Brophy, Appointee of Antigonish County  
Seconded by Monica MacDonald, Appointee of CSM

**Motion Carried**

### **Conflict of interest**

No conflict of interest declared.

### **Adoption of minutes**

Correction to be made to error on page three should read Foundation not steering.

**Motion: That the regular minutes of October 24,2024 be adopted with the Correction to be made to error on page three should read Foundation not steering.**

Moved by Fran Haley, Secretary, Appointee of Antigonish County .

Seconded by Duncan Chisholm, Appointee of Antigonish Town

**Motion Carried**

### **Finance Report**

Chair Camilla Benoit spoke to the Financial Statement that was presented to the Board Members .

CEO Terry MacIntyre addressed variances and some of the reasons for and measures that were being taken to address those variances. Some discussion around the role of The department of seniors and Long Term Care ( SLTC) in funding of the R.K. and the funding formula changes as the acuity of new residents admissions is increasing resulting in an increase care level as well as staffing levels.

Terry also explained some of the funding differences with regards to travel staff, internationally educated RN's working temporarily as CCA's , the roles of custodial and Long Term Care Assistants with regards to budgets and actual costs.

### **Motion: To approve the Finance Report**

Moved by Gerald MacDonald, Representative of CSM

Seconded by Monica MacDonald, Appointee of CSM

**Motion Carried**

### **Business arising from minutes**

#### **1.1 MAiDS**

Chair Camilla Benoit gave a brief overview of what the Department of Seniors and Long Term Care( SLTC )is requesting in the form of policies and requirements for Long Term Care (LTC) and how this pertains to existing and new Residents.

#### **1.2 CEO PA Review**

#### **Motion to move In Camera**

Moved by Sr. Catherine MacGillivray, Representative of CSM

Seconded by Gerald MacDonald, Representative of CSM

**Motion carried.**

#### **Motion to move out of In Camera**

Moved by Monica MacDonald, Representative of CSM

Seconded by Sr. Catherine MacGillivray, Representative of CSM

**Motion carried.**

### **Decision**

CEO's PA results, Goals for 2025 and compensation reviewed. Consensus reached.

## **Correspondence**

### 1.1 MAiD's

Discussed in 1.1

### 1.2 "Lights Of Love "

The Board Members were invited to attend the Foundations" Lights of Love" Campaign Service to held at the R.K. on Sunday December 8,2024 at 2:00 pm in the Chapel.

### 1.3 Directors Appointed by the Town & County.

1.4 New Board members from the town were :

Councillor Juanita Pelly, Appointee of Antigonish Town

Councillor Andrew Murray, Appointee of Antigonish

Councillor Patrick McKenna, Appointee of Antigonish Town

## **CEO Report-Terry MacIntyre**

The CEO Report was presented and the floor was open for questions.

## **Director of Clinical Services-Michelle Tinio( Clinical Services Manager**

The Director of Clinical Services Report was presented by Michelle Tinio , Clinical Services Manager. and the floor was open for questions.

It was noted that the goal is to eliminate the need for travel staff. Also that there increase in need for custodials as there is an increase of admissions with complex needs.

Fran inquired as to what the target date was for the Dental Services commencement.

Michelle responded that the hold up was waiting on the receiving of 2 pieces of equipment

Camilla asked if the audits being conducted were based on Accreditation Standards and Michelle replied yes they are.

## **Committee Reports**

### **Finance Committee -Treasurer Diane Roberts**

The report was covered earlier in the Finance Report.

### **Building and Grounds Committee -Chair Shawn Brophy**

No Report.

### **Quality, Safety & Governance Committee-Chair Monica MacDonald**

The Director of Clinical Services Report was presented and the floor was open for questions. Monica briefly explained the PPCA process for the new Board Members.

### **Executive Committee-Chair Camilla Benoit**

The Executive Committee Report was presented and the floor was open for questions.

Councillor Sean Cameron, Vice Chair, Appointee of Antigonish Town, noted that he would be stepping down from the Executive Committee , but would like to remain as a Board Member . At this time Councillor Gary Mattie, Appointee of Antigonish County noted that he would be stepping down as a Board member for the R.K. but would like to remain active on the Building & Grounds Committee or The Steering Committee.

### **Steering Committee -Chair Fran Haley**

The Steering Committee Report was presented and the floor was open for questions.

### **Foundation Report -Gerald MacDonald-Board Representative**

The R.K. Foundation Report was presented and the floor was open for questions.

**Approval of all reports**

**Motion: To approve Committee Reports as presented.**

Moved by Councillor Andrew Murray, Appointee of Antigonish  
Seconded by Duncan Chisholm, Appointee of Antigonish Town

**Motion Carried.**

**New business**

**1.1 New Board Members Orientation**

New Board members will participate in an orientation session Monday December 9, 2024 at 5:30 pm.

**1.2 Family and Resident Satisfaction Surveys**

The surveys have been distributed with a deadline of December 13, 2024 for submissions.

**1.3 Board Committee Vacancies**

Deferred to January 2025 meeting.

**1.4 Compensation Review**

See Business Arising 11.1

**1.5 Family Correspondence**

**Motion to move In Camera**

Moved by Monica MacDonald, Representative of CSM  
Seconded by Duncan Chisholm, Representative of TOA

**Motion carried.**

**Motion to move out of In Camera**

Moved by Gerald MacDonald, Representative of CSM  
Seconded by Councillor Andrew Murray, Representative of TOA

**Motion carried.**

**Decision:** Item for more information re correspondence from resident's family member.

**DATE OF NEXT MEETING**

The next meeting will be January 30, 2025 at 6:00 pm.

**ADJOURNMENT:**

**Motion for adjournment of the regular meeting at 9:00 pm.**

Moved by Councillor Andrew Murray, Appointee of Antigonish

\_\_\_\_\_  
Board Chair,  
Camilla Benoit

\_\_\_\_\_  
Recording Secretary,  
Cathy Brouwer

Minutes Approved: \_\_\_\_\_

File: Admin V Drive: Admin/Board/Regular Meeting Minutes/June ,2024