



**R.K. MACDONALD NURSING HOME CORPORATION
REGULAR BOARD MEETING MINUTES
October 30, 2025
6:00 pm**

Present were : Camilla Benoit, Chair, Appointee of CSM
Councillor Patrick McKenna, Appointee of Antigonish Town
Councillor Juanita Pelly, Appointee of Antigonish Town
Monica MacDonald, Appointee of CSM
Sr. Catherine MacGillivray, Appointee of CSM
Councillor Harris McNamara, Appointee of Antigonish County
Duncan Chisholm, Appointee of Antigonish Town
Councillor Shawn Brophy, Appointee of Antigonish County
Terry MacIntyre, CEO
Lee Kelly, Director of Clinical Services
Danielle MacDougall, Director of Finance

Regrets : Fran Haley, Secretary, Appointee of Antigonish County
Rozalyn Boddy Tobin , Representative of Antigonish County
Councillor Andrew Murray, Appointee of Antigonish Town

Land acknowledgement

Call to order-Chair, Camilla Benoit

Chair Camilla Benoit called the meeting to order at 6:02 pm

Pledge of Confidentiality

Mission statement and prayer was read.

Additions to the agenda

Additions to the agenda :

14.7- Resolution- Finance

14.8- Replacement of Director

14.9 SBAR- EDIRA Position Statement

10.10 Sbar- Termination of Contract -The Manor

Conflict of interest

No conflict of interest declared.

Correspondence

1-A letter send To Minister Barbara Adams of Department of Seniors & Long Term Care(SLTC) – still no response

2-Changes made in AFDAP process by SLTC -Into Step 6 of the process

Items for Consent Agenda:

- 1. CEO Report**
- 2. Clinical Services Report**

3. **Finance Committee Minutes**
4. **Quality, Safety and Governance Minutes -No Meeting**
5. **Executive Minutes-No Meeting**
6. **Foundation**

Items to be removed from Consent Agenda

- a) **Previous Minutes September25,2025**
- b) **Steering Committee Meeting October 15,2025**
- c) **Building & Grounds**

Motion: To approve the consent agenda .

Moved by Monica MacDonald, Appointee of CSM

Seconded by Councillor Pat McKenna, Appointee of Antigonish Town

Motion Carried

Approval of the Items not under Consent agenda

a) **Previous Minutes September25,2025-Add Executive Committee Meeting**
to be bi-monthly on page 2.

b) **Steering Committee Meeting October 15,2025-to be moved in camera at**
the end of the new business

d) **Building & Grounds- Chair Shawn Brophy briefly discussed some issues**
occurring at the existing RK and what measures and procedures /estimates
for work that is required at this time . Also the timeline and disruptions
that will occur during the repairs.

Finance Report

Director of Finance Danielle MacDougall presented the preliminary unaudited Quarter 1(Q1) financial statements from April 2025-June 2025. She briefly touched on some expenses and what is remaining in the budget for the next 3 quarters.

Motion: To Motion to accept the Q1 Financial Report as presented by Director of Finance Danielle MacDougall

Moved by Councillor Harris McNamara, Appointee of Antigonish County

Seconded by Councillor Shawn Brophy, Appointee of Antigonish County

Motion Carried

Motion: To approve the items not under consent agenda .

Moved by Patrick McKenna, Appointee of Antigonish Town

Seconded by Seconded by Councillor Juanita Pelly, Appointee of Antigonish Town

Motion Carried

Business arising from minutes

1-SBAR-Proposed schedule meeting changes

Executive Committee-Bi Monthly

QS& G Committee-Bi Monthly

B&G Committee-Quarterly

Finance-Monthly

Infrastructure Steering Committee-Monthly

2-Strategic Planning

Implementation of Strategic Plan timeline -March 2026

New business

1.1AGM – Feedback

Overall feedback comments from the AGM held on September 25,2025 were positive . People felt that it was simple, there was a guest speaker of value . Resident and staff engagement was noted and the 1 hour time frame worked well. It was noted that a power point for presenting the Finance report would be beneficial.

1.2Resignation of A Director

A Board member has resigned for personal reasons and succession planning was briefly discussed on the skillset a new director would bring to the Board.

1.3 Accreditation

The pros of being an accredited facility were discussed as well as this a voluntary process in nature that aligns standards of care with Licensing.

1.4 By Laws

1.5 Board Evaluations

Monica MacDonald , Chair of the Quality ,Safety and Governance Committee reported on the Board and Self Evaluation results. It was noted areas that were doing well and what needs to be improved .

1.6 PA Evaluations

This item was moved to in camera session at the end of the meeting.

1.7 Resolution-Finance

The resolution document was circulated to be signed by Board Members.

1.8 Replacement of Director

Item was discussed under 1.2-Resignation of a Director.

1.9 SBAR-EDIRA -Position Statement

A SBAR was presented to Board members regarding Equity,Diveristy, Inclusion, Reconciliation and Accessabilty(EDIRA).

Motion: To adopt the EDIRA Position Statement as presented.

Moved Councillor Patrick McKenna, Appointee of Antigonish Town

Seconded by Monica MacDonald, Appointee of CSM

Motion Carried

1.10 SBAR-Termination of Contract -The Manor

Continuing Care has expanded their services to include residents of the Manor. This combined with the construction of a new R.K. has opened the discussion on the services that the R.K. has provided to the Manor residents(housekeeping, food), and what will continue for the remainder of the time the R.K. remains in its current location.

Steering Committee Meeting October 15,2025

Motion: To move in camera.

Moved by Councillor Patrick McKenna, Appointee of Antigonish Town

Seconded by Duncan Chisholm, Appointee of Antigonish Town

Motion Carried

Motion: To move out of camera.

Moved by Councillor Patrick McKenna, Appointee of Antigonish Town

Seconded by Councillor Shawn Brophy , Appointee of Antigonish County

Motion Carried

1.6 PA Evaluation

Motion: To move in camera.

Moved by Councillor Patrick McKenna, Appointee of Antigonish Town

Seconded by Councillor Juanita Pelly, Appointee of Antigonish Town

Motion Carried

Discussion ensued regarding the CEO's Performance Appraisal which is to be completed November 15th,2025

Directors assigned stakeholders tor individuals to conduct interviews for the PA.

Motion: To move out of camera..

Moved by Councillor Harris McNamara, Appointee of Antigonish County

Seconded by Duncan Chisholm, Appointee of Antigonish Town

Motion Carried

DATE OF NEXT MEETING

The next meeting will be November 27,2025 at 6:00 pm

ADJOURNMENT:

Motion for adjournment of the regular meeting at 8.10 pm.

Moved by, Councillor Patrick McKenna, Appointee of Antigonish Town

Board Chair,
Camilla Benoit
Minutes Approved: _____

Recording Secretary,
Cathy Brouwer

File: Admin V Drive: Admin/Board/Regular Meeting Minutes October,2025