



**R.K. MACDONALD NURSING HOME CORPORATION
REGULAR BOARD MEETING MINUTES
November 27, 2025
6:00 pm**

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

Regrets : Duncan Chisholm, Appointee of Antigonish Town
Councillor Andrew Murray, Appointee of Antigonish Town

Land acknowledgement

Call to order-Chair, Camilla Benoit

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

Pledge of Confidentiality

Mission statement and prayer was read.

Additions to the agenda

No additions to the agenda.

Conflict of interest

No conflict of interest declared.

Correspondence

No official correspondence to report.

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) **CEO Report**
- b) **Clinical Services Report**

Motion: To approve the consent agenda .

Moved by Councillor Pat McKenna, Appointee of Antigonish Town

Seconded by Monica MacDonald, Appointee of CSM

Motion Carried

Approval of the Items not under Consent agenda

- a) **CEO Report**

Terry clarified questions surrounding admin fees for added services such as Footcare . And the addition of a quarterly report on staff retention and turnover to be available in January 2026.

- b) **Clinical Services Report**

Lee reported that the first round of residents have been seen at the in-house Dental Clinic. She also briefly discussed the RPL program almost being at full capacity as the focus needs to be on recruitment certified CCA's at this time

Finance Report

Director of Finance Danielle MacDougall presented the financial statements from April 2025-September 2025. She briefly touched on some expenses and what is remaining in the budget for the next 2 quarters. She also discussed some of the applications for emergency funding that have been submitted. There was also a brief discussion on a draft policy for investments.

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-Recruitment of Director

There is someone who has accepted to be a representative of CSM once their appointment is official they will join the Board.

2-By Laws-Delivered

The documents have been forwarded to the stakeholders and waiting on the return of the documents signed.

3-Board Evaluations

It was recommended that the evaluations results be part of the Orientation Binders .

New business

1.1 Consolidation of Mortgages

The documents have been signed

1.2 Lights Of Love

The Lights of Love Ceremony will take place in the R.K. MacDonald Nursing Home’s Chapel On Sunday December 7th at 2:00pm.

1.3 R.K. Christmas Dinner

Christmas dinner for the staff and volunteers will take place on December 11,2025.

1.4 CEO PA -In Camera

Motion: To move in camera.

Moved by Rozalyn Boddy Tobin, Representative of Antigonish County
Seconded by Councillor Shawn Brophy, Appointee of Antigonish

Motion Carried

Motion: To move out of camera.

Moved by Rozalyn Boddy Tobin, Representative of Antigonish County
Seconded by Councillor Juanita Pelly, Appointee of Antigonish Town

Motion Carried

DATE OF NEXT MEETING

The next meeting will be January 29,2026 at 6:00 pm

ADJOURNMENT:

Motion for adjournment of the regular meeting at 7:40 pm.

Moved by, Councillor Patrick McKenna, Appointee of Antigonish Town

Board Chair,
Camilla Benoit
Minutes Approved: _____

Recording Secretary,
Cathy Brouwer

