R.K. MACDONALD NURSING HOME CORPORATION
REGULAR BOARD MEETING MINUTES
May 28, 2026
5:30 pm

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

Regrets**:** No regrets

Land acknowledgement

Call to order-Chair, Camilla Benoit
Chair Camilla Benoit called the meeting to order at 5:53 pm

Pledge of Confidentiality

Mission statement and prayer was read.

Additions to the agenda
14.4 SBARS
14.5 Invitation to Tour the new facility site June 16,2026

Motion: **To accept the Additions to the Agenda.**
Moved by Rozalyn Boddy Tobin, Representative of Antigonish County
Seconded by Councillor Harris McNamara, Appointee of Antigonish County
Motion Carried

Conflict of interest
No conflict of interest declared.

Correspondence
No correspondence.

Finance Report

Rozalyn Boddy Tobin Finance Committee Chair presented the Finance Report. Two recommendations came forward for the Boards approval for funding.

Motion: That the Board approve the transfer $50,000 from Operational Reserve to the Capital Campaign to support the administrative costs of the capital campaign.
Moved by Councillor Harris McNamara, Appointee of Antigonish County
Seconded by Councillor Juanita Pelly, Appointee of Antigonish Town

Motion Carried

Motion: **That the Board of Directors approve the transfer $5,000.00 from the Operating Reserve to the Operating Budget to support a Board operating budget, with the $5,000.00 reallocated to support an OHS position**
Moved by Councillor Shawn Brophy, Appointee of Antigonish County
Seconded by Sr. Catherine MacGillivray, Appointee of CSM

Motion Carried

Director of Finance Danielle MacDougall presented the Board a report on Capital Requests and an unaudited Operating Statement ending March 2026. Danielle spoke to reconciliations positive or negative income for the month does not reflect the entire year. With regards to Capital Requests Danielle noted items that were emergency in nature and what was approved or not approved for Emergency and or Capital Request for funding, Some items were not approved but were necessary like Boiler repairs and plumbing items. She briefly explained reallocation of funds, portable and non portable funds with respect to the Protected Envelope.

Motion: **To accept the unaudited interim year end March 2026 Financial Statement as presented.**
Moved by Councillor Andrew Murray, Appointee of Antigonish Town
Seconded by David MacKenzie, Appointee of CSM

Motion Carried

Items for Consent Agenda:

1. **Previous Meeting minutes-March 26,2026**
2. **Infrastructure Renewal Committee Minutes**
3. **Foundation /Capital Campaign Update**

Items to be removed from Consent Agenda

a) **CEO/Clinical Services Report**
b) **Building & Grounds Committee Minutes**

c) **Quality, Safety & Governance Committee Minutes**

d) **Executive Committee Minutes**

Motion: **To approve the consent agenda as amended**

Moved by Rozalyn Boddy Tobin, Representative of Antigonish County

Seconded by Councillor Andrew Murray, Appointee of Antigonish Town

Motion Carried

<u>Approval of the Items not under Consent agenda</u>

a) **CEO/Clinical Services Report**

Further explanation was required regarding immigration process the staffing support previously available through HANS (Health Association Nova Scotia) will now be offered on a fee-for-service basis, creating additional operational and financial pressures.

Further clarification the March Licensing inspection and the report of deficiencies, to which CEO Terry MacIntyre noted that all deficiencies were addressed and as of today May 28 ,2026 The R.K. received their license for 1 year June 26,2026 to May 31,2027

b) **Building & Grounds Committee Minutes**

Further information was requested on the RK planning Code Green Partial Evacuation Tabletop exercise was hosted at the RK – multiple agencies were in attendance. CEO Terry MacIntyre gave a brief report on the exercise. Items such as where the Residents would relocate, how may people we could take in. Contacted Chubb Alarms and Fire Marshall to review process is disconnect fire alarm sounding to the RK – maybe use a strobe light indicator at the exit doors… RK will still hear the alarm sounding in the Manor.

c)**Quality, Safety & Governance Committee Minutes**

It was requested that terms SOP and QIP be explained, both are acronyms ,SOP is short for Standard Operating Procedure and QIP is Quality Improvement Plan. Action: That a acronym sheet be created for the Board Binders.

d)**Executive Committee Minutes**

Furter clarification on the IT update – Finance and Dietary software program instillations continue. Finance is still running two systems (new and old). Target dated to move to one system is July 2026.

Motion: **To approve the items not under consent agenda.**

Moved by Councillor Patrick McKenna, Appointee of Antigonish Town

Seconded by David MacKenzie, Appointee of CSM

Motion Carried

Business arising from minutes

Facility Disposal Policy As stakeholders, Councils of the Town (April 21,2026) and Municipality(April 14,2026) have approved the decision of the Board of Directors moving forward with the sale of the property. Awaiting notification on the next step.

Hiring of Administration Assistant and Campaign Consultant -Joint Capital Campaign Discussed earlier in meeting.

New business

1.1Understanding Board Evaluations & Follow up Education EDIRA

Monica MacDonald, Quality, Safety & Governance Committee Chair gave a presentation on understanding the Board Evaluation Surveys.

In 2022 the Board attended an education session on Indigenous Reconciliation. The move now is more towards inclusion.

1.2 Advancing OHS Program

There is a requirement from Licensing for OHS program, however no support of funding or sharing one officer between LTC facilities.

1.3 Accreditation Survey

June 1st 2026 is the deadline for completion of the Survey circulated to Board members. Will need to make a decision on whether to continue or halt the process until 2028 when the transition to the new build is complete.

1.4 SBARS

Discussed earlier in meeting. The transfer $50,000 from Operational Reserve to the Capital Campaign to support the administrative costs of the capital campaign. At this phase a formal Capital Campaign Committee will be organized. Camilla Benoit, Fran Haley and Monica MacDonald will be members of the Committee and Pat McKenna agreed to attend when required. Sr. Catherine MacGillivray.

1.5 Invitation to tour the new build site.

There will be a construction site tour on June 16,2026.Two separate times will be offered to 25 people each tour.

DATE OF NEXT MEETING

The next meeting will be June 24,2026 at 5:30 pm

ADJOURNMENT:

Motion for adjournment of the regular meeting at 7:18 pm.

Moved by Councillor Andrew Murray, Appointee of Antigonish Town

_____________________________ _____________________________

Board Chair,	Recording Secretary,
Camilla Benoit	Cathy Brouwer

Minutes Approved: _______________________

File: Admin V Drive: Admin/Board/Regular March 26,2026