



Board of Directors Meeting Meeting Minutes

January 27, 2026 at 4:30 p.m.

Attendance

Membership	O	T	V	R	A
Jay Lucas, Chair	x				
Deana Renaud, Director	x				
Terri Elliott, Director	x				
Ashley Davis, Director	x				
Vacancy					
Vacancy					
Vacancy					

Non-Voting Membership	O	T	V	R	A
Shannon Cormier, CEO	x				
Kyle Lemieux, CNE	x				
Madison Boudreau, DOC of Patient Care	x				
Lauren Gilbert, CFO	x				
Dr. Ravi Dhaliwal, Chief of Staff	x				
Dr. Jonathon Scully, Pres. Prof. Staff					x
Marie Cocks, Executive Coordinator	x				

O: On-site / T: Telecon. / V: Videocon. / R: Regrets / A: Absent

Agenda

	Presenter	Item & Purpose
1.0	Call to Order	
1.1	J. Lucas	<u>Indigenous Land Acknowledgement /Opening Remarks</u> The board meeting was called to order at 4:34 p.m. J. Lucas shared the Indigenous Land Acknowledgement
1.2	J. Lucas	<u>Quorum</u> With 4/4 members present, quorum was met.
1.3	J. Lucas	<u>Conflict of Interest</u> There were no conflicts of interest to declare.
1.4	J. Lucas	<u>Approval of Agenda-Motion #1</u> There were no updates/additions to the agenda Move: T. Elliott Second: A. Davis Opposed: None <i>"That the agenda for the January 27, 2026 Board Meeting be accepted as presented/amended."</i> CARRIED.
2.0	Board Education	
2.1	S. Cormier	<u>Quality Education Review</u> The education module <i>The Role of the Board</i> " was deferred to the next meeting
3.0	Meeting Minutes	
3.1	J. Lucas	<u>Board Meeting Minutes: November 25, 2025 -Motion #2</u> Move: D. Renaud

	Presenter	Item & Purpose	
		Second: A. Davis Opposed: None <i>"That the Board meeting minutes of November 25, 2025 be accepted as presented/amended."</i> CARRIED.	
3.2	J. Lucas	<u>Fiscal Advisory Meeting Minutes December 9, 2024 -Motion #3</u> Move: T. Elliott Second: A. Davis Opposed: None <i>"That the minutes for the Fiscal Advisory Committee meeting for December 9, 2024 be accepted as presented."</i> CARRIED	
3.3	J. Lucas	<u>Medical Advisory Committee Meeting Minutes December 10, 2025-Motion #4</u> Move: D. Renaud Second: A. Davis Opposed: None <i>"That the minutes for the Medical Advisory Committee meeting for December 10, 2025 be accepted as presented."</i> CARRIED	
4.0	Standing Agenda Items		
4.1	S. Cormier	<u>Quality CARE Conversations</u> Patient stories were shared to support discussion, and key learnings were identified to inform ongoing quality improvement efforts.	
4.2	S. Cormier	<u>Care Staff / Service Highlight</u> The CEO provided an overview of the staff/service highlights for December.	
4.3	J. Lucas	<u>Regional Services Council of the Board</u> RSC meetings have not yet been scheduled.	
5.0	Matters for Discussion		
5.1	S. Cormier	<u>Report from the CEO</u> The CEO provided an update on recent initiatives across the Hospital. Highlights included the Tim Hortons Holiday Smile Cookie Campaign, which raised \$1,394.00 in support of Long-Term Care. The CEO also noted the success of Cheer Week, held in mid-December, which brought staff and partners together in recognition and appreciation. An update was provided on the entrance upgrade, which has been well received and noted as a positive improvement to the Hospital's curb appeal. Additionally, the Split the Pot Lottery was reported to have generated \$8,234.29 to date, including a local winning ticket in November.	

	Presenter	Item & Purpose	
		Q3 data was shared which confirmed strong patient experience outcomes alongside emerging system and workforce risks. Immediate Q4 actions will focus on stabilizing safety, flow and staff well-being.	
5.2	L. Gilbert	<p><u>Report from the CFO</u></p> <p>The CFO provided a financial update outlining current financial position, progress on Q3 financial reporting and work underway on the 2026-27 capital and operating budgets. Key budget assumptions include anticipated funding increases, union salary adjustments, position changes to assign with operational needs, and the addition of a wellness budget. Updates were also provided on cost pressures and adjustments, including software ;licensing, insurance, and Meditech expenses. Next steps include finalizing Q3 reporting, submitting a balanced budget to the Ministry and ongoing monitoring of financial risks.</p>	
5.3	R. Dhaliwal	<p><u>Report from the COS</u></p> <p>The Chief of staff provided an update on physician coverage and recruitment efforts to secure temporary coverage for an upcoming maternity leave. An update was also provided on the RNPGA agreement, noting that the hospital will help support physician recruitment in collaboration with the RNPG and regional partners.</p>	
5.4	K. Lemieux	<p><u>Report from the CNE</u></p> <p>The CNE provided an update on the Meditech Expanse project, departmental reset meetings, ongoing staffing challenges, ALC pressures, and the implementation of new PSW flex positions aimed at reducing staff burnout and mitigating costs.</p>	
5.5	M. Boudreau	<p><u>Quality</u></p> <p>Draft minutes from the December 10, 2025 meeting were provided for information only, pending committee approval.</p> <p>The 2026-27 Quality Improvement Plan indicators were presented for information, and the Board will be provided time to review them prior to bringing the QIP forward for approval at the next Board meeting.</p>	
5.6	M. Boudreau	<p><u>Long Term Care Resident and Family Satisfaction Survey Report</u></p> <p>The 2025 Long-Term Care Resident and Family Satisfaction Survey was presented, outlining survey scope, timing and key areas of focus. The information was received for awareness and discussion.</p>	
5.7	S. Cormier	<p><u>Performance Evaluation for CEO & COS</u></p> <p>It was noted that the Chief of Staff will undergo a 360-degree performance evaluation. As the CEO completed a 360-degree evaluation in the previous year, the CEO's performance evaluation for this cycle will be completed in narrative form. A. Davis and J. Lucas agreed to be part of the process.</p>	

	Presenter	Item & Purpose
5.6	Policy Review Committee	<p><u>Board Policy / Procedure Project-Motion #5</u> These policies were reviewed by the working group as part of the policy project:</p> <p>BRD 04-25 Enterprise Risk Management BRD 04-26 The Link Between Risk Management, Patient Safety and Quality Improvement BRD 04-27 Board Director Receipt of Gift BRD 04-28 Board Director Resignation BRD 04-29 Resignation or Removal of a Director BRD 04-30 Retiring Employee Recognition</p> <p>Move: D. Renaud Second: A. Davis Opposed: None</p> <p><i>"That the Board policies BRD 04-25 Enterprise Risk Management, BRD 04-26, The Link Between Risk Management, Patient Safety and Quality Improvement, BRD 04-27 Board of Director Receipt of Gift, BRD 04-28 Board of Director Resignation, BRD 04-29 Resignation or Removal or a Director and BRD 04-30 Retiring Employee Recognition are accepted as presented."</i> CARRIED.</p>
6.0	Other	
6.1	S. Cormier	<p><u>Open Conversation - For the Good of the Organization</u> No news at this time</p>
7.0	Adjourn to In Camera Meeting	
7.1	J. Lucas	<p><u>Adjournment to In-Camera Meeting-Motion #6</u> Move: A. Davis Second: T. Elliott Opposed: None</p> <p><i>"That the Board of Directors moves to its In-Camera meeting at 6:03 pm."</i> CARRIED.</p>
8.0	Adjourn In-Camera and Return to Regular Board Meeting	
8.1	J. Lucas	<p><u>Return to Regular Meeting -Motion #7</u> Move: T. Elliott Second: A. Davis Opposed: None</p> <p><i>"That the Board of Directors adjourn the in-camera board meeting at 7:02 p.m."</i> CARRIED</p>
9.0	Adjourn Regular Board Meeting	
9.1	J. Lucas	<p><u>Next Meeting Date and Adjournment-Motion#8</u> Move: T. Elliott Second: A. Davis</p>

	Presenter	Item & Purpose	
		<p>Opposed: None</p> <p><i>"That the Board of Directors moves to adjourn its meeting at 7:02 p.m."</i> CARRIED.</p> <p>Next Meeting Date – February 24, 2026</p>	



Jay Lucas, Board Chair



Shannon Cormier, Chief Executive Officer

DRAFT