

**CARLETON PLACE & DISTRICT MEMORIAL HOSPITAL
MINUTES OF THE BOARD OF DIRECTORS
OPEN MEETING HELD ON
WEDNESDAY, SEPTEMBER 29, 2021
VIA ZOOM CONFERENCE**

PRESENT:

√	Ms. C.A. Esnard, Chair	√	Mr. J. Hann
√	Mr. A. Bhatt	√	Ms. K. Harbord
√	Dr. G. Buckley	√	Ms. T. Moffa
√	Mr. R. Chmiel	√	Mr. R. Probert
√	Mr. R. Cooper	√	Mr. G. Smith
√	Mr. J. Fournier	√	Ms. C. Snyder
√	Dr. J. Fullerton	√	Mr. P. Staniforth
		√	Mrs. M. Wilson Trider

GUESTS:

√	Ms. Arseneau	√	Ms. L. McGreevy
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STAFF:

√	Mr. R. Shaw	√	Ms. T. McLelland
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Board Education Presentation: Medical Staff Credentialing – Dr. J. Fullerton

Ms. Esnard invited Dr. Fullerton to provide a presentation on Medical Staff Credentialing.

A short discussion was held and Ms. Esnard thanked Dr. Fullerton for his presentation.

Board Education Presentation: Update on the New ED Project – Mr. R. Shaw

Mr. Shaw was invited to provide an update on the New ED Project. Mr. Shaw showed various drawings from the architect and a virtual tour video. He indicated that the project is now over \$10 million due to inflation and to supply chain disruption due to COVID. A cost analysis is completed at every stage and shared with the Foundation. Once the shovel is in the ground it is expected to take 18 months to construct.

Mr. Shaw was thanked for his presentation.

1.0	Call to Order
	Ms. Esnard called the meeting to order at 7:18 pm.
2.0	Constitution of Meeting
	The Secretary confirmed that due notice was provided to the members and the meeting was therefore duly constituted.
3.0	Declaration of Conflict of Interest
	No conflicts were declared.
4.0	Reminder to Consider Ethical Issues
	Members were reminded to consider ethical issues.

5.0	Approval of Agenda
	<p>IT WAS MOVED AND SECONDED THAT THE AGENDA BE APPROVED.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>
6.0	Chair's Remarks
	<p>Ms. Esnard addressed the following:</p> <ul style="list-style-type: none"> • Asked Members to use the "Raise Hand" function if they wish to speak • Informed Members that the meeting evaluation survey (in a Survey Monkey link) has been sent to them by Ms. McLelland to be completed after the meeting • Thanked Ms. Moffa for being the Board representative on the Family Campaign for the new ED • Thank Ms. Moffa and Mr. Staniforth for attending the Foundation AGM • Congratulated Ms. McGreevy on her election as Foundation Board Chair and thanked Mr. Grant for his service in that role
7.0	Consent Agenda Matters
	<p>IT WAS MOVED AND SECONDED THAT THE FOLLOWING ITEMS CONTAINED IN THE CONSENT AGENDA BE APPROVED:</p> <ol style="list-style-type: none"> a. Minutes of the June 30, 2021 Pre and Post AGM Board of Directors meetings b. Financial statements for the 4 months ending July 31, 2021 c. Authorization of any two of the CPDMH Chair of the Board, the CEO and the CFO to borrow on behalf of the Carleton Place & District Memorial Hospital, an amount not to exceed \$1,280,000 for the period April 1, 2021- April 1, 2022 at any one time to meet current expenditures of the Corporation until current revenue has been received, or to fund capital equipment purchases by utilizing any of: Operating Credit Line, Promissory Note, Scotia Leasing Documents, or Scotia Business Card Agreement d. Joint Board Quality Terms of Reference <p style="text-align: right;"><u>MOTION CARRIED</u></p>
8.0	Business arising from the minutes
	There was no business arising from the minutes.
9.0	Matters Requiring Decision
	<p>9.1 Banking Agreement & Scotiabank Resolution</p> <p>Ms. Snyder referred to the memo included in the package and reviewed the motion. No concerns were raised.</p> <p>IT WAS MOVED AND SECONDED THAT THE BOARD AUTHORIZE THE CPDMH CEO & CFO TO SIGN THE BANKING AGREEMENT AND PROPOSED SCOTIABANK RESOLUTION REGARDING SIGNING AUTHORITY.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>
	<p>9.2 2021-22 Board of Directors Workplan</p> <p>Ms. Esnard referred to the draft Board Workplan included in the package. No questions or concerns were raised.</p> <p>IT WAS MOVED AND SECONDED THAT THE 2021-22 BOARD WORKPLAN BE APPROVED.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>

