LUMSDEN & DISTRICT HERITAGE HOME, INC.
Regular Board Meeting – Dew Drop In & ZOOM
Monday, August 25, 2025

Present: Byron Tumbach, Caroline Hoffart, Krista Mansbridge, Gail Russell, Brian Weisbrod, Cody Jordison, Mary Harman, Jane Cogger, Marral Meadows, Jim Selinger, John Langford, Carol Youck-Cousins
Regrets: Tammy Knuttila
Absent: Kim Moore-Ciesielski
Recorder: Sara Cox
Administrator: Sara Cox
Resident Care Coordinator: Brenda Chapman, RCC (regrets)

1. Meeting was called to order by Byron Tumbach @ 7:00 pm

We would like to begin by acknowledging that LDHH is located on the traditional lands, referred to as Treaty 4 territory, and the original lands of the Cree, Ojibwe, Saulteaux, Dakota, Nakota, Lakota, and on the homeland of the Métis Nation.

2. Conflict of Interest Declaration – no conflicts identified

3. AGENDA:

Motion:	**The Agenda be adopted as presented.**	
82-2025	**Moved by: Jane Cogger**	**Seconded by: Krista Mansbridge**
	ALL IN FAVOR	**CARRIED**

4. REVIEW AND ADOPTION OF MINUTES

Motion:	**Adopt minutes of June 16, 2025 and June 23, 2025 as presented.**	
83-2025	**Moved by: John Langford**	**Seconded by: Cody Jordison**
	ALL IN FAVOR	**CARRIED**

5. BUSINESS ARISING OUT OF THE MINUTES
   - June education sessions – still awaiting evaluations, staff suggestions for future education and invoice for services

6. ADMINISTRATOR'S REPORT:
   - Embracing Change education sessions held in June were attended by 42 staff and 5 board members.
   - The Sask PolyTech CCA clinical placement for August was cancelled due to transportation challenges students were facing with placement at a site outside of Regina.
   - CUPE grievance regarding payment of wages while on DIP return to work has been referred to the Provincial Dispute Resolution Committee.
   - To address deficiencies noted in renewal of insurance, the main water line into the Home was replaced on July 24th. Project involved complete shut-down of the water supply to the Home for six hours and a boil water advisory for 4 days.
   - 2026-2030 Capital Infrastructure requests were submitted to the SHA by the June 30th deadline.
   - The Head Cook position was vacated in early August. Position is currently filled with existing relief staff and will be posted for September.
   - The Annual Resident/Family BBQ was held on August 21st. The event was a huge success with over 50 guests in attendance to enjoy the meal and entertainment.
   - The second wave of the AIMS rollout for LDHH was scheduled for September 21st. This has now been postponed with no alternative date identified.
   - Struggling with staffing the CCA classification at the Home. Currently have numerous part-time positions vacant and actively recruiting for additional relief staff.

- A generous member of the community donated funds to bring the Sweet Life ice cream truck to the Home. 76 people were served including residents, staff and employees of the Town of Lumsden and the RCMP.
- On August 26th, Administrator will be participating in a Ministry of Health Stakeholder Consultation for the Development of a Continuing Care Provincial Strategy.
- One of the two original dryers from 1987 had to be replaced in July at a cost of approximately $15,000.

Motion:
84-2025 To adopt the Administrator's Report as presented.
Moved by: Marral Meadows Seconded by: John Langford
ALL IN FAVOR CARRIED

7. RCC REPORT: RCC not in attendance, Sara provided brief verbal report.

Motion:
85-2025 To adopt the RCC Report as presented.
Moved by: Cody Jordison Seconded by: Caroline Hoffart
ALL IN FAVOR CARRIED

8. COMMITTEE REPORTS:

A) **Membership & Nominating Committee** – committee did not meet

B) **Executive Committee** – The committee met July 4th with Jaqui Messer-Lepage of Pyvot Consulting to discuss planning for the Strategic Planning Session on October 25th. A pre-work document has been circulated to all Board Members to complete and submit to Jaqui by September 12th.

C) **Governance Committee** – The committee did not meet

D) **Finance Committee** – The committee met via email on July 29th to review the Statement of Operations, Balance Sheet and Income Statement at June 30, 2025 and approve submission to the SHA.

Motion:
86-2025 To approve the Statement of Operations, Balance Sheet and Income Statement at June 30, 2025 as presented.
Moved by: Gail Russell Seconded by: Brian Weisbrod
ALL IN FAVOR CARRIED

E) **Quality & Service Delivery** – The committee did not meet.

F) **Communications and Strategic Planning** – Caroline reported on the activities of the committee for July/August.

1. Staffing Strategy
   - Education sessions held on June 20 and 26 (staff and board)
   - Bi-weekly staff draws held over the summer
   - Board encouraged to attend LDHH events that allow them to interact with staff – BBQ August 21st
2. Communication Strategy
   - Kat's activities for the summer were reported
   - Pure Purpose Marketing contract extended to December 31, 2025
   - Strategic Planning scheduled for October 25th

3. Fundraising/Visioning Strategy
    - No contact from SHA/MOH re: Looking Forward submission
    - Committee preparing application for consideration for Jaleta Pacers Royal Road Race fundraiser
    - LDHH is not eligible for membership with Sask Seniors Mechanism because it is not a provincial organization. Administrator will inquire if PARG interested in pursuing membership.

Motion:
87-2025 To approve the Communications & Strategic Planning report as presented.
Moved by: Caroline Hoffart Seconded by: Cody Jordison
ALL IN FAVOR CARRIED

9. BOARD FORUM

10. NEW BUSINESS

a) Committee Formation
1) **Nominating & Membership** – Byron Tumbach, Brian Weisbrod, Jane Cogger, Mary Harman
2) **Executive** – Byron Tumbach, Gail Russell, Caroline Hoffart
3) **Governance** – Byron Tumbach, Marral Meadows, John Langford, Krista Mansbridge, Jim Selinger
4) **Audit & Finance** – Byron Tumbach, Gail Russell, Krista Mansbridge, Tammy Knuttila
5) **Quality & Service Delivery** – Byron Tumbach, Tammy Knuttila, Carol Youck-Cousins, Kim Moore Ciesielski
6) **Strategic Planning & Communications** – Byron Tumbach, Caroline Hoffart, Brian Weisbrod, Cody Jordison

Motion:
88-2025 To approve Committee formation as presented.
Moved by: Krista Mansbridge Seconded by: John Langford
ALL IN FAVOR CARRIED

b) Meeting Format

Motion:
89-2025 All Board Meetings will be held in person with the availability of a virtual option for those who are unable to attend.
Moved by: John Langford Seconded by: Caroline Hoffart
ALL IN FAVOR CARRIED

c) Scarecrow Festival – Caroline will send out sign up sheet to man an information table at the Pancake Breakfast during the Festival (September 20th) to distribute information on LDHH membership and volunteer opportunities.

d) Fall "Open House" – Sara will look at opportunities with consideration of staffing and potential kitchen renovations.

e) Snowflake Bazaar - Caroline will send out sign up sheet to man an information table at the Bazaar on November 1st.

f) Strategic Planning – scheduled for October 25th, pre-work to be submitted by September 12th

11. IN-CAMERA SESSION:

12. ADJOURNMENT AND NEXT BOARD MEETING:

The next Regular Board meeting will be Monday, September 22, 2025 @ 7:00 at the Dew Drop In or via Zoom.

Meeting adjourned at 8:55 pm.

22-09-25

Date

CHAIRPERSON

SECRETARY TO THE BOARD – Sara Cox