

District of Parry Sound West (Belvedere Heights)
Board of Management Meeting
Wednesday, April 27, 2022
via Zoom

Directors Present (voting): Paul Borneman
Don Carmichael
Art Coles
George Comrie
Lynne Gregory
Doug McCann
Cheryl Ward

Director Regrets:

Staff Attending (non voting): Kami Johnson, Administrator

Specially Invited (non voting): Jim Hanna, West Parry Sound Health Centre
Nicole Murphy, West Parry Sound Health Centre
Donald Sanderson, West Parry Sound Health Centre
Heidi Stephenson, West Parry Sound Health Centre
Linda Taylor, Community Support Services

1.0 Call to Order: The Board Chair called the meeting to order at 9:04 a.m.

2.0 Confirmation of Quorum: A quorum was achieved.

3.0 Conflict of Interest: no conflicts were noted.

4.0 Approval of Agenda:

#BH-25/22

Moved by D. McCann, seconded by G. Comrie that be it resolved that the Board of Management accepts the agenda as presented.

Carried.

5.0 Voice of the Resident – K. Johnson provided the Voice of the Resident.

C. Ward entered the meeting – 9:04 a.m.

6.0 Approval of Minutes:

#BH-26/22

Moved by P. Borneman, seconded by A. Coles that be it resolved that the minutes of the Board of Management meeting held March 23, 2022, be approved, as amended: the date be changed from February 23 to March 23.

Carried.

7.0 Matters Arising: none

8.0 New Business:

8.1 Fixing Long-Term Care Act, 2021

The Fixing Long-Term Care Act, 2021 came into force on April 11, 2022. Belvedere Heights will be utilizing a staggered approach to implement the required changes. Enhanced screening measures in Long Term Care homes is a new condition whereas a police record check requirement for individuals who become a member of the licensee’s governing structure as a result of their election under the Municipal Elections Act, 1996.

Fixing Long Term Care Act, 2021 will be a standing item on all Board agenda’s moving forward.

Referred to N. Murphy

D. Sanderson entered the meeting – 9:19 a.m.

9.0 Ancillary Reports

9.1 Community Support Services

A Community Support Services report by L. Taylor was included in the agenda package for perusal.

L. Taylor exited the meeting.

10.0 Committee Reports

10.1 Finance Committee

H. Stephenson stated that O. Poloni from KPMG presented the financial statements to the Finance Committee on April 25th. It was a clean audit. There was an annual surplus from operations in the amount of \$260,897.

#BH-27/22

Moved by A. Coles, seconded by P. Borneman that on the recommendation of the Finance Committee, the draft District of Parry Sound (West) Belvedere Heights Home for the Aged – Year ended December 31, 2021, Audited Financial Statements be approved.

Carried.

The Life Lease and Residents’ Trust Fund financial statements were not individually presented at the Finance Committee but were included in Belvedere Heights financial statements.

#BH-28/22

Moved by D. McCann, seconded by C. Ward that the draft District of Parry Sound (West) Belvedere Heights Home for the Aged Life Lease – Year ended December 31, 2021, Audited Financial Statements be approved.

Carried.

#BH-29/22

Moved by A. Coles, seconded by C. Ward that the draft District of Parry Sound (West) Belvedere Heights Home for the Aged Residents' Trust Fund – Year ended December 31, 2021, Audited Financial Statements be approved.

Carried.

#BH-30/22

Moved by C. Ward, seconded by G. Comrie that on the recommendation of the Finance Committee, the Financial Plan to Accommodate the Costs for Security Upgrades of Belvedere's I.T. Infrastructure be approved.

Carried.

#BH-31/22

Moved by C. Ward, seconded by P. Borneman that on the recommendation of the Finance Committee, the following reports be received, and the following expenditures be approved:

Life Lease – April 2022:

- o April Board Report
- o List of Disbursements - \$28,926.06

Belvedere Heights – March 2022:

- o Report with Forecast
- o Report by Funding Envelope
- o Statement of Financial Position
- o List of Disbursements - \$1,292,657.54
- o COVID-19 Analysis

Community Support Services (CSS) – March 2022:

- o Cheque List - \$48,248.74
- o Income and Expense Statement – March 2022.

Carried.

#BH-32/22

Moved by A. Coles, seconded by P. Borneman that the minutes of the Finance Committee meeting held April 25, 2022, be received.

Carried.

10.2 Governance Committee – no report.

10.3 Long Term Care Ad-hoc Advisory Committee – no report.

11.0 Reports:

11.1 Board Chair Report – The Board agreed that a new sign on the front lawn be erected.

11.2 Administrator's Report

K. Johnson reported that:

- Directives from the Ministry were touched upon.
- Masking during outdoor visits will continue.
- Weekly Thursday morning Town Halls continue.
- A Rhinovirus outbreak was declared in the Pine home area on April 20th. It will be declared over on May 2nd if no other residents present with symptoms.
- 10 students continue their learning at Belvedere Heights.
- 15 students are enrolled for next year. Canadore College supports this education.
- Three PSWs have been recently hired.
- Point, Click, Care has been fully implemented. Great features are being realized from utilizing this new system.

12.0 Correspondence: none

13.0 Pending: none

14.0 In-Camera:

J. Hanna, D. Sanderson, H. Stephenson, and N. Murphy exited the meeting.

#BH-33/22

Moved by A. Coles seconded by G. Comrie that the meeting move in-camera – 9:44 a.m.
Carried.

- a proposed or pending acquisition or disposition of land by the municipality or local board: and a position, plan, procedure, criteria, or instruction to be applied to any negotiations carried or to be carried on by the municipality or local board.

- information provided in confidence regarding personal matters about an identifiable individual.

#BH-34/22

Moved by C. Ward seconded by G. Comrie that the meeting move ex-camera – 10:25 a.m.
Carried.

Direction from the In-Camera Session

Arrange a meeting with Life Lease owners, include a presentation of housing options with Kirby Hall-action Paul Glynn, Lynne.

Investigate wording of proposed Addendum and determination of price points - action Don, Glenn.

BH-35/22

Moved by D. McCann, seconded by C. Ward that the Revised Life Lease Occupancy Sales Agreement for immediate use be approved.

Carried.

15.0 Conclusion of Meeting:

#BH-36/22

Moved by P. Borneman, seconded by D. McCann that there being no further business to conduct, the meeting concluded at 10:31 a.m.

L. Gregory, Chair
/nm