

**District of Parry Sound West (Belvedere Heights)
Board of Management Meeting
Wednesday, August 25, 2021
Via Zoom**

Voting Directors Present: Lynne Gregory, **Chair**
Art Coles, **Vice Chair**
Cheryl Ward, **Secretary/Treasurer**

Doug McCann

Voting Director Regrets: Paul Borneman

Guest: Don Carmichael

Staff Attending: Kami Johnson, Administrator

Specially Invited: Jim Hanna, West Parry Sound Health Centre
Nicole Murphy, 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 9:02 am.

2.0 Confirmation of Quorum: A quorum was achieved.

3.0 Conflict of Interest: no conflicts were noted.

4.0 Approval of Agenda:

#BH-69/21

Moved by D. McCann, seconded by A. Coles that be it resolved that the Board of Management accepts the agenda as circulated.

Carried.

5.0 Approval of Minutes:

#BH-70/21

Moved by C. Ward, seconded by D. McCann that be it resolved that the minutes of the Board of Management meeting held June 23, 2021, be approved.

Carried.

6.0 Matters Arising:

6.1 Annual Information Meeting Update

The Chair reported that the Annual Information Meeting will take place on October 7, 2021, at 7:00 p.m. via Zoom.

It was requested that comments and agenda items be forwarded to L. Gregory or K. Johnson.

6.2 Building Assessment Report

The building assessment report prepared by Roth IAMs was reviewed. It noted a probable cost of \$3,265,600 will be required between 2021 and 2030. This report will have to be disclosed to any future purchaser of Belvedere Heights property.

6.3 Friends of Belvedere Heights

D. McCann and his wife are still collecting beer bottles/cans, but help is needed. Bottle/can collection is averaging \$150.00 per week in the summer.

D. McCann will prepare and send a letter to Elaine asking her for disclosure of the Friends of Belvedere financial information as it is required to report it at the Annual Information Meeting in October.

Referred to D. McCann

It was noted that Belvedere Heights currently has charitable status and therefore does not need a Foundation established.

7.0 Ancillary Reports

7.1 Community Support Services

A Community Support Services report by L. Taylor was included in the agenda package. L. Taylor reported that she is looking forward to being part of a new Campus of Care at WPSHC.

N. Murphy will forward L. Taylor the Zoom invite for today's meeting at 1:00 p.m.

Referred to N. Murphy

L. Taylor exited the meeting.

8.0 Committee Reports

8.1 Governance Committee

a. Succession Planning – T. Knight’s seat

T. Knight’s Order in Council term ceased on June 17, 2021. An OIC (Order in Council) seat is available on the Board of Management. A Governance meeting is being held later today where this will be discussed further.

b. Orientation (Governance) Manual Update

C. Ward will provide a report at today’s Governance meeting.

8.2 Long Term Care Ad-hoc Advisory Committee

#BH-71/21

Moved by A. Coles, seconded by D. McCann that the minutes of the Long Term Care Ad-hoc Committee meetings held June 30, July 14, and August 11, 2021, be received.

It was reported that 7 of the 8 municipalities have voted in favour of giving up the license for Belvedere Heights beds. WPSHC will in future have to apply to the Ministry for those beds. This has not taken place yet. It was noted that the Ministry requires very detailed information and reports from the health centre before a request can go in for those beds.

The WPHC Board of Directors is meeting on Friday morning to review master plan options of building layouts.

9.0 New Business

9.1 Community Support Services Integration

It was reported that there is a process that is well established by the North East LHIN for voluntary integration of Community Support Services.

9.2 Succession Planning – D. Carmichael

It was reported that D. Carmichael has resigned as a councillor of McKellar Township. McKellar, Whitestone and McMurrich/Monteith Townships will be tasked with assigning a new representative to the Belvedere Heights Board of Management.

The Board of Management has requested an OIC appointment for D. Carmichael. It was hoped that more information will be known by the next Board meeting in September.

#BH-72/21

In the meantime, it was moved by A. Coles, seconded by C. Ward that

Whereas D. Carmichael representing the Municipalities of McKellar, Whitestone, and McMurrich/Monteith has resigned from his council position in McKellar,

Whereas D. Carmicheal forfeits his position as a member of the Board of Management of Belvedere Heights, and

Whereas D. Charmichael's knowledge is of great value to the Belvedere Heights Board of Management,

It was determined that D. Carmichael remain as a volunteer Advisor to the Belvedere Heights Board of Management.

The Board of Management of Belvedere Heights will seek a replacement councillor from the Municipalities of Whitestone and McMurrich/Monteith.

Carried.

9.3 Campus of Care Business Plan

It was noted that a funding model has to be known before planning can proceed. It was hoped that the Ministry would agree to fund 125 beds. D. Carmichael is spearheading this development.

Referred to D. Carmichael

9.4 Lifelease

It was reported that there is one Lifelease unit for sale. G. Dekker will advertise the unit on social media in particular, the Board gave permission to advertise on Facebook. D. McCann will follow up with G. Dekker. It was noted that information regarding the Lifelease units moving location will have to be disclosed to any new buyer(s).

Referred to D. McCann

C. Ward left the meeting – 10:07 a.m.

9.5 Management Contract with WPSHC

The Chair reported that the Belvedere Board of Management has agreed with the contract. H. Stephenson will follow up and obtain required signatures and submit to the Ministry.

Referred to H. Stephenson

C. Ward entered the meeting – 10:10 a.m.

9.6 Belvedere Heights Property

It was reported that P. Borneman investigated with the Town of Parry Sound and discovered that there are no comments or notes on the actual deed for the Belvedere Heights property. Nothing regarding the property being utilized for seniors only.

10.0 Reports:

10.1 Board Chair Report

Items for report were completed throughout the meeting.

10.2 Administrator’s Report

K. Johnson provided a report on the happenings at Belvedere Heights. Highlights were as follows:

- Spirit and Long Service Awards will be held in September.
- COVID-19 vaccine clinics will be scheduled for residents receiving their 3rd dose.
- Findings regarding 2 critical incidents were reported.

11.0 Correspondence:

The following correspondence was briefly reviewed.

- a) C. Ward’s reappointment to the Board of Management.
- b) Municipal Resolutions
 - The Corporation of the Township of Seguin By-Law No. 2021-055
 - Corporation of the Township of McKellar By-Law No. 2021-35
 - The Corporation of the Township of McMurrich/Monteith By-Law 34-2021
 - The Corporation of the Town of Parry Sound By-Laws No. 2021-073 & 2021-7150.

West Parry Sound Health Centre staff exited the meeting.

12.0 In-Camera

#BH-73/21

Moved by D. McCann, seconded by A. Coles that the meeting move in-camera – 10:30 a.m.
Carried.

#BH-74/21

Moved by A. Coles seconded by D. McCann that the meeting move ex-camera – 11:05 a.m.
Carried.

13.0 Conclusion of Meeting:

#BH-75/21

Moved by A. Coles seconded by D. McCann that there being no further business to conduct, the meeting concluded at 11:07 a.m.
Carried.