

District of Parry Sound West (Belvedere Heights)
Board of Management Meeting
Wednesday, January 25, 2023
via Zoom

Directors Present (voting): Paul Borneman, Vice Chair
Don Carmichael, Secretary/Treasurer
Art Coles, Chair
Cheryl Ward
Debbie Zulak

Director Regrets:

Guests Attending (non voting): Gail Finnson

Guest Regrets: Joe Beleskey

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 9:12 a.m.

2.0 Confirmation of Quorum: A quorum was achieved.

3.0 Conflict of Interest: No conflicts were declared.

4.0 Approval of Agenda:

#BH-10/23

Moved by C. Ward, seconded by D. Carmichael 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 and presented on the Montessori program at Belvedere Heights.

6.0 Approval of Minutes:

#BH-11/23

Moved by D. Carmichael, seconded by C. Ward that be it resolved that the minutes of the Board of Management meetings held December 21, 2022, and January 16, 2023, be approved.

Carried.

7.0 Matters Arising:

7.1 Strategic Plan

The Belvedere Heights Strategic Plan expired at the end of 2022. It was decided that the Governance Committee will address matter this moving forward.

P. Borneman joined the meeting – 9:24 a.m.

7.2 Annual Information Meeting Debrief

It was thought that the AIM held January 23, 2023, went very well. D. Zulak reported that the Township of McKellar will be requesting a deputation from the Board of Management.

8.0 New Business:

8.1 The Belvedere Heights Board of Management Annual Advisory Individual Appointment(s) was not discussed (#BH-42/2022).

D. Carmichael provided an update regarding his Order In Council appointment which expires on March 4, 2023. A letter of endorsement from the past Board Chair was sent to the Ministry of Long-Term Care in January 2023. A status will be provided at the next meeting.

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. Much discussion was had regarding the fleet of vehicles (four) in CSS collection. It was confirmed that WPSHC will provide advice, if necessary, regarding the purchase of another vehicle.

10.0 Committee Reports:

10.1 Finance Committee – No Finance Committee meeting was held in January 2023.

#BH-12/23

Moved by A. Coles, seconded by C. Ward that D. Carmichael be appointed Chair of the Finance Committee for the ensuing year.

Carried.

It was requested that if you would like to be a member of the Finance Committee, please contact D. Carmichael directly. The Finance Committee will continue to meet the Monday prior to Wednesday Board meetings.

10.2 Governance Committee – No Governance Committee meetings have been held thus far.

#BH-13/23

Moved by A. Coles, seconded by D. Carmichael that C. Ward be appointed Chair of the Governance Committee for the ensuing year.

Carried.

It was requested that if you would like to be a member of the Governance Committee, please contact C. Ward directly.

10.3 Long Term Care Ad-hoc Advisory Committee - No meetings has been held of late.

It was confirmed that A. Coles will continue as Chair of the Long Term Care Ad-hoc Advisory Committee.

11.0 Standing Items:

11.1 Fixing Long-Term Care Act, 2021

K. Johnson reporting on the enhanced screening measures in ltc homes. The new regulation under the FLTCA introduces enhanced screening requirements for staff, volunteers, and members of the licensee’s board of management.

K. Johnson will forward to all Board members a declaration form and to the new board members, a declaration form and a police check form.

12.0 Reports:

12.1 Board Chair Report – No report.

12.2 Administrator’s Report

K. Johnson reported the following:

- Two new registered nurses have been retained.
- Negotiations with CUPE will begin soon.
- The Administrator applied for \$66,000 in new funding for 2022, and \$210,000 in new funding for 2023. The Board will be kept apprised of any response.
- An outbreak of influenza A was declared on December 6 and ended on December 17 on Pine Home. Three residents were affected.
- An outbreak of RSV was declared on January 4 and ended January 16. Three residents from one home only were affected.

13.0 Pending: None

14.0 Correspondence: The following correspondence was received for information purposes.

- 14.1 2023 Board of Management Meeting Dates
- 14.2 Letter of Endorsement for Don Carmichael re OIC
- 14.4 Township of McKellar Resolution No. 22-4
- 14.3 Municipality of Whitestone Resolution No. 2023-023
- 14.5 Board of Management letter sent to municipalities.

15.0 New Board Member

D. Zulak was welcomed to the Board of Management.

16.0 In-Camera:

#BH-14/23

Moved by C. Ward, seconded by P. Borneman that the meeting move in-camera at 10:03 a.m.
Carried.

#BH-15/23

Moved by P. Borneman, seconded by D. Carmichael that the meeting move ex-camera at 10:38 a.m.
Carried.

Direction resulting from the in-camera session:

- 1) WPSHC will arrange a meeting between the Belvedere Heights Board of Management and all eight municipal CAOs and clerks in the near future.

17.0 Conclusion of Meeting:

#BH-16/23

Moved by C. Ward, seconded by D. Carmichael that there being no further business to conduct, the meeting concluded at 10:39 a.m.
Carried.

Art Coles, Chair /nm