

Board of Management for the District of Parry Sound West (Belvedere Heights)
Regular “Public” Meeting
Wednesday, March 24, 2021
Via Zoom

Voting Directors Present: Paul Borneman
Don Carmichael
Art Coles, Vice Chair
Lynne Gregory, Chair
Ted Knight
Doug McCann
Cheryl Ward, Secretary/Treasurer

Voting Director Regrets:

Staff Attending: Kami Johnson, Administrator

Specially Invited: Glenn Dekker, Life Lease
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 9:02 am.

2.0 Confirmation of Quorum: A quorum was achieved.

3.0 Conflict of Interest: T. Knight recused himself during 8.1.

4.0 Approval of Agenda:

#BH-21/21

Moved by C. Ward, seconded by D. McCann that be it resolved that the Board of Management accepted the agenda as presented.

5.0 Approval of Minutes:

#BH-22/21

Moved by A. Coles, seconded by P. Borneman that be it resolved that the minutes of the Board of Management Regular Public Meeting held February 24, 2021, be approved:

Carried.

6.0 Ancillary Reports

6.1 Life Lease

A life lease report provided by G. Dekker was included in the agenda package.

6.2 Community Support Services

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

G. Dekker and L. Taylor exited the meeting.

7.0 Committee Reports

7.2 Finance Committee

7.1.a

#BH-23/21

Moved by D. McCann, seconded by P. Borneman that on the recommendation of the Finance Committee, the Board of Management approves the operating expenses in the amount of \$719,213.41; Life Leases in the amount of \$17,414.70; and Community Support Services in the amount of \$47,720.81 for the month of January 2021.

Carried.

7.2.b

#BH-24/21

Moved by T. Knight, seconded by D. McCann that on the recommendation of the Finance Committee, the Board approves the financial statements for January 2021.

Carried.

7.3.c

#BH-25/21

Moved by C. Ward, seconded by A. Coles that the minutes of the Finance Committee dated February 22, 2021, be received.

Carried.

7.2.a

#BH-26/21

Moved by C. Ward, seconded by P. Borneman that on the recommendation of the Finance Committee, the February 23, 2021 email from Oscar Poloni, KPMG, N. Ontario Managing Partner regarding Capital Reserves be received, and in accordance with Section 126(3) of the Long-Term Care Act, 2007 permitting Homes to establish working fund reserves within 15% of annual budgeted expenses, the return of \$700,000 to the Municipalities be approved.

Carried.

It was suggested that perhaps municipal representatives on the Belvedere Heights Board of Management could suggest to their Councils that these funds be placed in a reserve fund for Long Term Care.

7.2.b

#BH-27/21

Moved by D. McCann, seconded by T. Knight that on the recommendation of the Finance Committee, the following reports be received, and the February expenditures be approved:

- Belvedere Heights – February 28, 2021
 - Report with Forecast
 - Report by Funding Envelope
 - List of Disbursements - \$971,431.82
 - COVID-19 Analysis
- Life Lease – February 28, 2021
 - Cheque List - \$18,311.32
- Community Support Services (CSS) – February 28, 2021
 - Board Report
 - Cheque List - \$54,903.66
 - Financial Statement

Carried.

7.2.c

#BH-28/21

Moved by A. Coles, seconded by T. Knight that on the recommendation of the Finance Committee, the COVID-19 Prevention and Containment funding and 2021-22 – Tranche 10 and 11 correspondence be received; and

The LHSIA Notice and Extension of the Long-Term Care Home Service Accountability Agreement and the Multi-Sector Service Accountability Agreement dated March 9, 2021 from the North East LHIN be received, and returned to the North East LHIN by March 31, 2021.

Carried.

7.2.d

#BH-29/21

Moved by P. Borneman, seconded by A. Coles that on the recommendation of the Finance Committee, the settlement of matters in dispute contained in the Memorandum of Agreement between Belvedere Heights Home for the Aged and Ontario Nurses Association settlement for the period March 31, 2020 to March 31, 2022 be ratified.

Carried.

K. Johnson was given kudos for her hard work on this contract.

7.2.e

#BH-30/21

Moved by D. Carmichael, seconded by D. McCann that the minutes of the Finance Committee meeting held on March 22, 2021 be received.

Carried.

7.3 Governance Committee – no report/no meeting was held.

7.3.a

#BH-31/21

Moved by T. Knight, seconded by A. Coles that the by-law be approved, certified, and sent to the Ministry.

Carried.

It was suggested that the Governance Committee commence a review of Board of Management policies moving forward.

7.3.b

The Board of Management reviewed the draft Organizational Chart that was circulated. It was suggested to add “Property” to the Finance Committee (therefore Finance/Property Committee) and “Partner Relations” to the Governance Committee (therefore Governance/Partner Relations Committee). Nothing was determined at this time.

It was also suggested that a tripartite Ad-Hoc Committee be established to look at the future of long term care beds in Parry Sound. This ad-hoc would be populated by the following:

- Belvedere Heights Board Chair – L. Gregory
- Belvedere Heights Finance Committee Chair – A. Coles
- WPSHC Board Chair or representative – K. Fuchs
- LLTC Board Chair or representative – J. Rallis
- WPSHC CEO, ex-officio, non-voting – D. Sanderson
- Belvedere Heights Administrator, non-voting – K. Johnson
- LLTC Administrator, non-voting – S. White
- WPSHC Support Staff, non-voting – H. Stephenson, J. Hanna, and N. Murphy.

8.0 New Business

8.1 T. Knight – Provincial Appointee

T. Knight was placed in the waiting room.

A discussion ensued regarding T. Knight as a provincial appointee for the ensuing year.

T. Knight was brought out of the waiting room.

The Chair announced that she will write a letter of support for T. Knight to be a provincial appointee of the Belvedere Heights Board of Management for the ensuing year.

Referred to L. Gregory

A stretch break took place.

9.0 Reports

9.1 Board Chair Report

No report was given.

9.2 Administrator’s Report

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

- Being part of the COVID-19 yellow framework welcomes more people into the home. Two essential visitors are allowed, and general scheduled visits are allowed.
- All residents have had their first and second COVID vaccine immunization.
- Ten new beds have been purchased.
- 38 two-person height adjustable tables have been purchased.
- Two mechanical lifts have been purchased.
- Four graduating PSW students will be joining Belvedere Heights staff shortly.

10.0 Correspondence

- a. Email from Ontario Health (North) re the transfer of LHINs' to Ontario Health
- b. Long-Term Care Development Project Approval Letter

11.0 In-Camera

K. Johnson, D. Sanderson, H. Stephenson, J. Hanna, and N. Murphy remained for the in-camera session.

#BH-32/21

Moved by D. McCann seconded by A. Coles that the meeting move in-camera –10:09 a.m.
Carried.

1. The Long Term Care Development project was discussed. L. Gregory will sign and submit this letter to the Ministry.
2. A Special Project Discussion took place.
3. The Memorandum of Agreement between Belvedere Heights Home for the Aged and Ontario Nurses Association was briefly discussed.
4. The Board was briefed on a media issue regarding LLTC.

#BH-33/21

Moved by T. Knight seconded by D. McCann that the meeting move ex-camera – 10:51 a.m.
Carried.

Board members were directed to move forward with items that were discussed in-camera.

12.0 Conclusion of Meeting:

#B-34/21

Moved by A. Coles seconded by P. Borneman that there being no further business to conduct, the meeting concluded at 10:55 a.m.

Carried.