

District of Parry Sound West (Belvedere Heights)
Board of Management Meeting
Wednesday, March 22, 2023
via Zoom

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

Director Regrets:

Guests Attending (non voting):

Guest Regrets: Gail Finnson

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 9:02 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-24/23

Moved by C. Ward, seconded by P. Borneman that be it resolved that the Board of Management accepts the agenda, as amended: addition of Quality Improvement Plan, LSAA and MSAA.
Carried.

5.0 Voice of the Resident – K. Johnson provided the Voice of the Resident and presented on the Resident and Family Satisfaction surveys. 43 residents completed the survey in comparison to 35 in 2022. 11 family members submitted the family satisfaction survey in 2023 which was the same in 2022. Individual questions

and answers from the surveys were reviewed with the Board. The presentation, which included the details, will be appended to the minutes.

The narrative for the QIP 2023/24 was also reviewed with the Board. The Board Chair and Administrator will be required to sign off on this submission by March 31, 2023.

6.0 Board of Management Orientation

The Board took time out of their meeting and provided an orientation session for the three new Board members.

Dietary Manager Melissa Mullen, Maintenance Manager John Vanderhorst, Life Lease Manager Glenn Decker, and Community Support Services Director Linda Taylor joined the meeting for this session.

10:54 a.m.

7.0 Approval of Minutes:

#BH-25/23

Moved by C. Ward, seconded by J. Beleskey that be it resolved that the minutes of the Board of Management meeting held February 22, 2023, be approved.

Carried.

8.0 Matters Arising: none

9.0 New Business: none

10.0 Ancillary Reports:

10.1 Community Support Services

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

11.0 Committee Reports:

11.1 Finance Committee – March 20, 2023

H. Stephenson reported that there is a small surplus at this time and agency costs have increased by \$126,000 year to date.

#BH-26/23

Moved by D. Zulak, seconded by P. Wing that the minutes of the Finance Committee meeting held March 20, 2023, be received.

Carried.

11.2 Governance and Partnerships Committee – March 15, 2023

#BH-27/23

Moved by A. Coles, seconded by D. Carmichael that on the recommendation of the Governance and Partnerships Committee, the Terms of Reference be approved.

Carried.

#BH-28/23

Moved by D. Carmichael, seconded by A. Coles that on the recommendation of the Governance and Partnerships Committee, the current Strategic Plan be extended from 2018-2022 to 2023-2027.

Carried.

#BH-29/23

Moved by C. Ward, seconded by D. Zulak that the minutes of the Governance and Partnerships meeting held March 8, 2023, be received.

Carried.

12.0 Standing Items:

12.1 Fixing Long-Term Care Act, 2021

Deferred to the next meeting.

13.0 Reports:

13.1 Board Chair Report

- A. Coles and D. Carmichael continue to make deputations upon request to municipalities regarding Life Lease.

13.2 Administrator's Report

K. Johnson reported the following:

- A COVID-19 outbreak was declared on Oak Home. Seven residents were affected.

- Critical incidences were reviewed. Overall, Belvedere Heights received a very good Ministry inspection report.

14.0 Pending: None

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

- Executive Council of Ontario Order in Council Appointment for Bruce Donald Carmichael effective March 4, 2023 for a period not exceeding three years (March 4, 2026).

16.0 LSAA

The Long-Term Care Home Service Accountability Agreement from April 1, 2023 to March 31, 2024 was briefly reviewed.

#BH-30/23

Moved by J. Beleskey, seconded by P. Borneman that the Board of Management approves the Administrator and Board Chair signing and submitting the Long-Term Care Home Service Accountability Agreement to the Ministry by March 31, 2023.

Carried.

MSAA

The Multi-sector Service Accountability Agreement April 1, 2023 to March 31, 2024 was briefly reviewed.

#BH-31/23

Moved by D. Zulak, seconded by P. Wing that the Board of Management approves the Administrator and Board Chair signing and submitting the Multi-sector Service Accountability Agreement to the Ministry by March 31, 2023.

Carried.

17.0 In-Camera:

#BH-32/23

Moved by P. Borneman, seconded by C. Ward that the meeting move in-camera at 11:13 a.m.

Carried.

#BH-33/23

Moved by D. Zulak, seconded by P. Borneman that the meeting move ex-camera at 11:17 a.m.

Carried.

#BH-34/23

Moved by P. Borneman, seconded by C. Ward that the Board of Management ratifies the ONA agreement.

Carried.

18.0 Conclusion of Meeting:

#BH-35/23

Moved by J. Beleskey, seconded by D. Carmichael that there being no further business to conduct, the meeting concluded at 11:18 a.m.

Carried.

Art Coles, Chair