

**District of Parry Sound West (Belvedere Heights)**  
**Board of Management Meeting**  
**Wednesday, May 25, 2022**  
**via Zoom**

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

**Director Regrets:** Paul Borneman

**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  
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 noted.

**4.0 Approval of Agenda:**

**#BH-37/22**

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.

**6.0 Approval of Minutes:**

**#BH-38/22**

Moved by A. Coles, seconded by D. Carmichael that be it resolved that the minutes of the Board of Management meeting held April 27, 2022, be approved.

Carried.

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## **7.0 Matters Arising:**

### **7.1 Media Reporting regarding the Future of LTC**

The Board discussed the article that was published in the Parry Sound North Star on May 4, 2022, by Sarah Bissonette. A. Coles clarified his quote regarding the ‘misuse of the property’ in that he was saying it from the viewpoint of the highest and best use of the property from an economic principle.

J. Hanna and H. Stephenson had a discussion with P. Steel and S. Bissonette from the North Star last week. A correction to the article was not requested but clarification was given of the roles of the many different organizations/players in this matter. For example, it was clarified that it was the eight municipalities that requested to the Ministry of Long Term Care that the responsibility and management of Belvedere Heights Home for the Aged be transferred to WPSHC/LLTC.

Three Town Halls have been held with Belvedere Heights staff, residents, and families as many concerns and questions arose from the article published. It was thought that these were well attended and well received. K. Johnson was thanked for arranging these meetings and for her participation along with WPSHC leaders.

L. Gregory will continue to search the history of the development of Belvedere Heights Home for the Aged and land transfer that occurred in 1958. It is strongly believed by the community that the property was provided to municipalities for long term care in perpetuity. L. Gregory will keep the Board informed of her findings.

It was noted that WPSHC has not heard back from the Ministry of Long-Term Care regarding the bed-application nor the management services contract approval of Belvedere Heights. Municipalities have not yet heard back regarding their request to relinquish Belvedere Heights beds. The question was raised as to whether a legal letter, as suggested by M. McCarthy, be sent to the Ministry of Long Term Care. It was thought that the Ministry of Long-Term Care has an obligation to respond. D. Sanderson advised the Board to wait until the election unfolds on June 2, 2022, before sending a legal letter. The Board agreed.

An AMO conference is being held in August 2022. It was encouraged that the Board Chair request time with the Minister of Long Term Care.

The media will continue to report on this story for many years to come. It is in the best interest of all parties involved to maintain a cooperative relationship with the North Star.

## **8.0 New Business:**

### **8.1 Annual Information Meeting**

The Board, according to their by-laws, is required to hold an Annual Information Meeting in October 2022. It was suggested that this take place before any new members join the Board. This will be discussed further in the future.

## 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.

The month of June is Senior's month. Lunch and Learns' will be held in Dunchurch and Foley this year. Canadore College in Parry Sound is hosting a Seniors Fair.

L. Taylor exited the meeting – 9:40 a.m.

### Quorum

C. Ward exited the meeting – 9:40 a.m. Quorum remained.

## 10.0 **Committee Reports**

### 10.1 Finance Committee

#### **#BH-39/22**

Moved by A. Coles, seconded by D. McCann that the draft Audited Financial Statements for the Community Support Services Program for the year ending March 31st, 2022, be received.

Carried.

#### **#BH-40/22**

Moved by G. Comrie, seconded by D. Carmichael that the April expenditures be approved, as follows:

#### Life Lease – May 2022:

- o May Board Report
- o List of Disbursements - \$32,863.89

#### Belvedere Heights – April 2022:

- o Report with Forecast
- o Report by Funding Envelope
- o Statement of Financial Position
- o List of Disbursements - \$796,927.04
- o COVID-19 Analysis

#### Community Support Services (CSS) – April 2022:

- o Cheque List - \$51,881.62
- o Income and Expense Statement.

Carried.

#### **#BH-41/22**

Moved by D. Carmichael, seconded by D. McCann that the minutes of the Finance Committee meeting held May 24, 2022, be received.

Carried.

10.2 Governance Committee – no report.

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

## **11.0 Standing Items:**

### 11.1 Fixing Long-Term Care Act, 2021 - Emergency Response Planning

There are some additions regarding Emergency Response Planning requirements that have been added in the new Act. A joint ERP Committee will be established between WPSHC, LLTC and Belvedere Heights moving forward to address these changes. Many mock drills and tabletops will take place in the future between the three organizations.

#### Quorum

C. Ward entered the meeting – 9:48 a.m.

C. Ward presented information regarding the Governance Committee (10.2)

C. Ward reported that an addition to the by-laws is being drafted and should be available for review at the next meeting.

## **12.0 Reports:**

12.1 Board Chair Report – The Board agreed that a new sign on the front lawn be erected. L. Gregory and A. Coles will meet at 10:00 a.m. tomorrow morning.

A meeting will be held tomorrow with Life Lease owners. A revised contract will be presented to them. It will be asked to be signed and returned and a timeline will be stated.

### 12.2 Administrator's Report

K. Johnson reported that:

- Three critical incidences have recently taken place. Two were falls. Staff continue with proactive measures to prevent falls, especially on the night shift.
- A respiratory outbreak occurred (not COVID-19). There were five confirmed cases.
- A human resource strategy is being developed surrounding the PSW Canadore College students. It was hoped that Belvedere Heights will be the recipient of 15-18 students.
- Belvedere Heights continues to follow the COVID-19 vaccine mandate which is three vaccines.
- Quality improvement regarding dining routines is a focus for staff at the moment.

### 12.3 WPSHC CEO Report

The Board was reminded that COVID-19 incidences are high in the Parry Sound area. Board members were encouraged to wear a mask in public places.

The CEO is hoping to arrange for a meeting between the Belvedere Heights Board of Management and Graydon Smith in the near future.

**13.0 Pending:** none

**12.0 Correspondence:** none

**14.0 In-Camera:** no in-camera session was not required.

**15.0 Conclusion of Meeting:**

**#BH-42/22**

Moved by D. McCann, seconded by G. Comrie that there being no further business to conduct, the meeting concluded at 10:06 a.m.

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L. Gregory, Chair  
/nm