

District of Parry Sound West (Belvedere Heights)
Board of Management Meeting
Wednesday, November 23, 2022
via Zoom

Directors Present (voting): Paul Borneman
Don Carmichael
Art Coles, Acting Chair
George Comrie
Lynne Gregory
Cheryl Ward

Director Regrets:

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 declared.

4.0 Approval of Agenda:

#BH-61/22

Moved by A. Coles, 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. Kami reported on the Remembrance Day ceremony that took place at Belvedere Heights with residents. C. Marshall was thanked for her services provided on November 11th.

6.0 Approval of Minutes:

#BH-62/22

Moved by D. Carmichael, seconded by A. Coles that be it resolved that the minutes of the Board of Management meeting held October 26, 2022, be approved.

Carried.

7.0 **Matters Arising:** None

8.0 **New Business:**

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. Linda noted that Community Support Services has approximately 50 volunteers who continue to help 'take care of people' (campaign) in the Parry Sound area.

10.0 **Committee Reports:**

10.1 Finance Committee – H. Stephenson highlighted the 2023 budget summary, as follows:

- The Ministry of Long Term Care revenue was increased due to the anticipation of more money being received and also due to the PSW wage enhancement.
- It is known that nursing direct care expenses will increase.
- It was anticipated that there will be a large increase in wages due to collective agreements.
- The municipal levy remained the same as the year prior as the thought behind it was it was required to operate the facility safely.

#BH-63/22

Moved by A. Coles, seconded by D. Carmichael that on the recommendation of the Finance Committee, the 2023 Budget Summary be approved.

Carried.

#BH-64/22

Moved by D. Carmichael, seconded by G. Comrie that on the recommendation of the Finance Committee, the September and October 2022 expenditures be approved.

Carried.

10.2 Governance Committee

There are resources available from Advantage Ontario for municipal councillors. For example, a webinar entitled LTC in Ontario: Understanding the Current Environment from a Municipal Perspective will be held February 15, 2023, from 12:00 – 1:00 pm. K. Johnson will forward this information to Board members.

Orientation Manual - L. Gregory will ensure that the Orientation Manual is brought up to date soon. C. Ward volunteered to assist Lynne with this project.

10.3 Long Term Care Ad-hoc Advisory Committee

The minutes of the meeting held November 10, 2022, were included in the agenda package for information.

The Agreement to Approve a Management Contract (AAMC) has been sign-off by Belvedere Heights and WPSHC and sent back to the Ministry. We will await Ministry sign-off and an effective as-of date.

11.0 Standing Items:

11.1 Fixing Long-Term Care Act, 2021

The Fixing Long-Term Care Act, 2021, has enhanced the screening requirements for governing bodies. A police record check is to be conducted within six months before the person becomes a member of the licensee's governing structure. Active members will have six months from the date that the regulation came into effect to comply with police record checks and signed declaration.

12.0 Reports:

12.1 Board Chair Report – no report.

12.2 Administrator's Report

K. Johnson reported that there were four incidences reported in October. Three were related to falls. Due to these incidences, three new best practices related to falls were implemented.

Communication with Municipalities

The Board agreed that J. Hanna will draft a letter to all eight municipalities regarding the appointment of municipal representatives on the Belvedere Heights Board of Management. This letter will highlight the importance of continuity at this time. This draft letter will be sent to all Board members for review as soon as possible.

13.0 Pending: None

14.0 Correspondence: None

15.0 In-Camera: No in-camera session was required.

16.0 Conclusion of Meeting:

#BH-65/22

Moved by C. Ward, seconded by G. Comrie that there being no further business to conduct, the meeting concluded at 9:49 a.m.

Lynne Gregory, Chair
/nm