

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

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

**Director Regrets:**

**Advisory Member Attending** (non voting): Lynne Gregory

**Advisory Member Regrets:**

**Staff Attending** (non voting): Kami Johnson, Administrator

**Staff Regrets:**

**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

**1.0 Call to Order:** The Board Chair called the meeting to order at 9:00 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-94/23**

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

Carried.

**5.0 Voice of the Resident:** K. Johnson presented information, program goals, and next steps surrounding pleasurable dining for the residents at Belvedere Heights.

**6.0 Approval of Minutes:**

**#BH-95/23**

Moved by D. Carmichael, seconded by J. Beleskey that be it resolved that the minutes of the Board of Management meeting held October 25, 2023, be received.

Carried.

**7.0 Matters Arising: none**

**8.0 New Business: none**

**9.0 Committee Reports:**

**9.1 Finance Committee – November 20, 2023**

Highlights were as follows:

- There is an operating surplus of 103K. The is a forecasted surplus of \$67K.
- Agency staffing usage has decreased.
- In the 2024 budget presented the municipal levy is down \$1M, \$517K over 5 years.
- There is increased hours of care for residents imbedded in the budget making uses of Staffing Supplement funding.
- A concern was expressed regarding the lack of additional information on the 2024 budget.

**#BH-96/23**

Moved by G. Finnon, seconded by J. Beleskey that on the recommendation of the Finance Committee, Board approves the 2024 Internal Operating Budget.

Carried.

**#BH-97/23**

Moved by D. Carmichael, seconded by C. Ward that the minutes of the Finance meetings held November 20, 2023, be received.

Carried.

**9.2 Governance and Partnerships Committee – November 8, 2023**

**#BH-98/23**

Moved by C. Ward, seconded by D. Zulak that on the recommendation of the Governance and Partnership Committee meeting, the Planning, Policy Development, Evaluation and Oversight document be approved, as amended, by the Board of Management for inclusion in the governance handbook.

Carried.

**#BH-99/23**

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

Carried.

### 9.3 Long Term Care Ad-hoc Advisory Committee

The Terms of Reference were briefly reviewed. They will be reviewed by the Long Term Care Ad-hoc Advisory Committee at their next meeting. The Board was advised that D. Garagan is now the Board Chair of both LLTC and WPSHC. M. Sholdice resigned as Board Chair of the WPSHC.

## 10.0 Standing Items:

10.1 Fixing Long-Term Care Act, 2021 – The Administrator presented information on whistle-blowing protections in the Act which are intended to give anyone the confidence to bring forward anything about a LTC home, including the care of a resident, without fear and retaliation. The full report will be emailed to the Board.  
Referred to N. Murphy

## 11.0 Reports:

### 11.1 Board Chair Report

Highlights were as follows:

- Life Lease owners submitted their questions and concerns to the Board.
- P. Borneman will circulate his notes from the Life Lease meeting to Board members.  
Referred to P. Borneman
- It was suggested that a Life Lease Sub-Committee be formed to address Life Lease issues. P. Borneman agreed to spearhead the development of a Sub-Committee.  
Referred to the P. Borneman
- Deputations regarding the line of credit have been provided to McDougall, Whitestone, and The Archipelago. G. Finnson will inquire if Sequin would like one.  
Referred to G. Finnson
- Carling has requested both the open and closed presentation and councillor Zulak indicated that McKellar also wished to have presentations.
- P. Borneman and J. Belesky will confirm if Parry Sound wishes to have a presentation.

### 11.2 Administrator's Report

K. Johnston presented information on Quality (critical incidences), Care/Community Risks (type of risks), Occupancy, People (staff), and Emergency Management at Belvedere Heights.

12.0 **Pending:** none

13.0 **Correspondence:** none

14.0 **In-Camera:**

Staff and the specially invited remained in the meeting.

**#BH-100/23**

Moved by C. Ward, seconded by D. Carmichael that the meeting move in-camera – 10:20 a.m.  
Carried.

H. Stephenson declared a conflict of interest and exited the meeting at 10:23 a.m.

Discussion surrounding Life Lease deputations took place.

**#BH-101/23**

Moved by P. Borneman, seconded by D. Carmichael that the meeting move ex-camera – 10:44 a.m.  
Carried.

**15.0 Conclusion of Meeting:**

**#BH-102/23**

Moved by D. Zulak, seconded by G. Finnson that there being no further business to conduct, the meeting concluded at 10:45 a.m.

Carried.

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P. Wing, Chair