

District of Parry Sound West (Belvedere Heights)
Board of Management Meeting
Wednesday, October 26, 2022
via Zoom

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

Director Regrets: Paul Borneman, Lynne Gregory

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 9:05 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-58/22

Moved by C. Ward, 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 a newly purchased device that aids in language translation between staff and residents. The Resident and Family Fund provided the funds for this purchase.

6.0 Approval of Minutes:

#BH-59/22

Moved by C. Ward, seconded by D. Carmichael that be it resolved that the minutes of the Board of Management meeting held September 28, 2022, be approved.

Carried.

7.0 **Matters Arising:** None

8.0 **New Business:**

8.1 LifeLease Report

C. Ward has been in communication with banks regarding a potential line of credit in the amount of five million dollars for Belvedere Heights to assist with the purchase of LifeLease units as they become available. To proceed with a line of credit, the bank will require a signed-off guarantee from all eight municipalities.

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.

L. Taylor exited the meeting.

10.0 **Committee Reports:**

10.1 Finance Committee – An October Finance Committee meeting did not take place. The September financials will be included in the November agenda package. The Chair of the Finance Committee reported that Belvedere Heights is tracking where expected to be. No concerns were noted.

10.2 Governance Committee

C. Ward had no update regarding the Orientation Book. C. Ward will provide a report at the November meeting.

The Board was reminded that with the municipal election held October 24, 2022, and in accordance with by-law 3.1, All Directors appointed by the Councils of the Areas served by the Corporation must be residents of those Areas, and will hold office for a term of council (four years) effective January 1st in the year following the Municipal elections.

10.3 Long Term Care Ad-hoc Advisory Committee

The minutes of the meeting held September 23, 2022, were included in the agenda package for information.

D. Sanderson reported that an email was received on October 25, 2022, from Xaine Lobo Licensing Program Advisor at the Ministry of Long-Term Care stating that the Ministry is in the last stage of review in the final approval phase. Once approved, the Ministry will send a copy of the Agreement to Approve a Management Contract (AAMC) for sign-off by the Operator and Proposed Manager.

11.0 **Standing Items:**

11.1 Fixing Long-Term Care Act, 2021

Mandatory mock evacuations were discussed. A fact sheet will be attached to the minutes for information.

12.0 Reports:

12.1 Board Chair Report – no report.

12.2 Administrator's Report

K. Johnson reported that there were no findings of non-compliance regarding the critical incidences that took place in spring of 2022. There was one order and three written notices issued. Compliance needs to be demonstrated by November 15, 2022. These are being addressed and compliance will not be an issue.

There are three best practices currently being rolled out regarding falls prevention. It is hoped that with the implementation of these practices, there will be a reduction in falls.

There are 94 residents as of today. There are approximately two admissions weekly.

13.0 Pending: None

14.0 Correspondence: None

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

16.0 Conclusion of Meeting:

#BH-60/22

Moved by C. Ward, seconded by G. Comrie that there being no further business to conduct, the meeting concluded at 9:33 a.m.

Art Coles, Acting Chair

/nm

