

**District of Parry Sound West (Belvedere Heights)**  
**Board of Management Meeting**  
**Wednesday, October 25, 2023**  
**via Zoom**

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

**Director Regrets:** Cheryl Ward

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

**Advisory Member Regrets:**

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

**Staff Regrets:**

**Specially Invited** (non voting): 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 9:02 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-85/23**

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

Carried.

**5.0 Voice of the Resident:** Deferred to the next meeting.

**6.0 Approval of Minutes:**

**#BH-86/23**

Moved by D. Carmichael, seconded by J. Beleskey that be it resolved that the minutes of the Board of Management meeting held September 27, be approved as amended: Municipal representatives noted as attending be deleted from the minutes. Moving forward municipal representatives who attend Board meetings will not be identified in the minutes.

Carried.

**7.0 Matters Arising:**

a) Seguin Township Resolution

**#B-87/23**

Moved by P. Borneman, seconded by D. Carmichael that Gail Finnson be the Township of Seguin voting representative on the Belvedere Heights Board of Management.

Carried.

**8.0 New Business:**

In accordance with the by-laws, the following motion was passed by the Board of Management:

**#B-88/23**

Moved by D. Zulak, seconded by P. Borneman that on the recommendation of the Board of Management:

- the Audited Financial Statements for The District of Parry Sound West (Belvedere Heights) dated December 31, 2022, be approved and referred to the Corporation for receipt.
- the Audited Financial Statements for The District of Parry Sound West (Belvedere Heights) – Community Support Services dated March 31, 2023, be approved and referred to the Corporation for receipt.
- the Corporation approve the Corporate By-Law with no changes.
- the firm of KPMG be retained as The District of Parry Sound West (Belvedere Heights) external auditor for the ensuing year with annual one-year appointments.

Carried.

Referred to the Corporation

The agenda and zoom link for the AIM has already been send to Board members and municipalities. The inforamtion will be specifically sent to municipal clerks once Board members send N. Murphy and email address.

Referred to Board Members

D. Sanderson confirmed that WPSHC will send out an email blast regarding the AIM.

Referred to D. Sanderson

## **9.0 Committee Reports:**

### **9.1 Finance Committee – September 26, 2023 & October 23, 2023**

Highlights were as follows:

- Monteith/McMurrich received a deputation. An open and closed session took place. The Township was aware of the AIM scheduled on November 2<sup>nd</sup>.
- A deputation is being held with McDougall Township on November 1<sup>st</sup>.
- A deputation is being held with Whitestone Township on November 9<sup>th</sup>.
- A deputation is being held with The Archipelago Township on November 17<sup>th</sup>.
- Belvedere Heights has an operating surplus of \$332K. This is primarily due to the staffing supplement received.
- Food costs have increased 13.5% over the past year. AdvantAge is advocating on behalf of Ontario long term care homes with the Ministry of Long-Term Care regarding this.
- Resident revenues are up \$162K over the last year.
- Agency staffing usage decreased in September and was only at \$10K! It was reminded that this could change at a moment's notice. K. Johnson was thanked for her retention and recruiting efforts.
- The financial position continues to increase month over month.

#### **#BH-89/23**

Moved by P. Borneman, seconded by J. Beleskey that the minutes of the Finance meetings held September 26, 2023 and October 23, 2023 be received.

Carried.

### **9.2 Governance and Partnerships Committee – October 11, 2023**

Highlights were as follows:

- The committee continues their work on policies and procedures. It was noted that the handbook will contain many links to ensure that the most current information is acquired.
- WPSHC offered to develop a quarterly or biannual report for municipalities so that they all would receive consistent information. It was noted that closed session material would not be revealed in this report. It was thought that this was a good idea, but no direction was given.

The following motion was referred by the Governance and Partnerships Committee at their October 11<sup>th</sup> meeting, but the Board determined that was not necessary and it was not voted upon. The by-law will remain as is with the Annual Information Meeting to take place between April 1 and October 1. H. Stephenson confirmed the financial statements will be completed between April and May.

#### **MOTION:**

That on the recommendation of the Governance and Partnership Committee, the by-law be amended so that the Annual Information Meeting take place on the first Thursday of November.

#### **#BH-90/23**

Moved by D. Carmichael, seconded by G. Finnsen that the minutes of the Governance and Partnerships meeting held October 11, 2023, be received.

Carried.

9.3 Long Term Care Ad-hoc Advisory Committee

J. Hanna and P. Wing will connect and determine a date and time for the next meeting.

Referred to J. Hanna and P. Wing

**10.0 Standing Items:**

10.1 Fixing Long-Term Care Act, 2021 – no meeting was held.

**11.0 Reports:**

11.1 Board Chair Report

Highlights were as follows:

- A meeting with Life Lease residents took place yesterday.
- It was requested that residents compile a list of concerns and send it to the Board for review.
- P. Borneman was commended for Chairing the meeting.
- One of the main issues noted was the sale/resale of units.
- 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. The Chair will spearhead the development of a Sub-Committee.

Referred to the Chair

11.2 Administrator's Report – deferred to the next meeting.

12.0 **Pending:** none

13.0 **Correspondence:** none

**14.0 In-Camera:**

Staff and the specially invited remained in the meeting.

**#BH-91/23**

Moved by J. Beleskey, seconded by D. Zulak that the meeting move in-camera – 10:07 a.m.  
Carried.

**#BH-92/23**

Moved by P. Borneman, seconded by G. Finnson that the meeting move ex-camera – 10:47 a.m.  
Carried.

Direction from In-Camera session:

- A Special meeting of the Board of Management will be held, face-to-face, in L. Gregory's condo conference room, in the near future to discuss the future of Long Term Care in the Parry Sound area.

**16.0 Conclusion of Meeting:**

**#BH-93/23**

Moved by D. Carmichael, seconded by D. Zulak that there being no further business to conduct, the meeting concluded at 10:48 a.m.

Carried.

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P. Wing, Chair