

District of Parry Sound West (Belvedere Heights)
Board of Management Meeting
Wednesday, September 27, 2023
via Zoom

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

Director Regrets:

Guests Attending (non voting): Gail Finnon

Guest Regrets:

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

Municipal Representatives Attending: D. Robinson, Municipal of McDougall
D. Moore, Township of McKellar

1.0 Call to Order: The Board Chair called the meeting to order at 9:04 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-73/23

Moved by J. Beleskey, seconded by D. Carmichael that be it resolved that the Board of Management accepts the agenda, as amended: interim Chair and Vice Chair will be moved to 13b.

Carried.

5.0 Voice of the Resident:

B.J. Peltamacki was not able to attend the meeting to present.

K. Johnson presented information regarding the summer activities that took place for residents at Belvedere Heights. These activities were able to be scheduled due to the enhanced hours that were funded.

6.0 Approval of Minutes:

#BH-74/23

Moved by C. Ward, seconded by D. Carmichael that be it resolved that the minutes of the Board of Management meeting held June 28, 2023, and August 28, 2023, be approved.

Carried.

7.0 Matters Arising:

a) **AdvantAge Ontario Program Membership**

Board members reported that they are impressed with the education offerings by AdvantAge and are learning a lot.

8.0 New Business:

8.1 Investing in Canada's Infrastructure Grant

J. Vanderhorst reported that Belvedere Heights was successful in their \$360,000 funding application that will allow for improvements in the building. Enhancements are currently being made to the air system. This is providing a major upgrade in control for staff and comfort for the residents. J. Vanderhorst was commended for his efforts.

8.2 Annual Information Meeting

In accordance with Article 14 in the by-laws, the Annual Information Meeting of the Corporation shall be held at the head office of the Corporation between the first day of April and the first day of October. It was recognized that it was not possible for a meeting to take place prior to October 1st.

It was determined that the meeting will be held on November 2, 2023, at 7:00 p.m. It was hoped that the meeting could be a hybrid style in which residents could attend at Belvedere Heights and others via Zoom.

H. Stephenson and K. Johnston will investigate the technology to see if this is feasible.

Referred to K. Johnsons and H. Stephenson

A notice of meeting will be sent to municipalities for them to post on their websites. K. Johnson and D. Sanderson will discuss further off-line. J. Fargher Lee of WPSHC will assist with posting information on social media.

Referred to K. Johnson and D. Sanderson

At the meeting on November 2nd, next years AIM date will be determined to ensure that the Board in in compliance with their by-laws.

The Board requested that the Governance and Partnership Committee review article 14.0 of the by-laws to determine whether it requires updating.

Referred to the Governance and Partnership Committee

Moving forward, Belvedere Heights Board minutes will be sent to all municipalities.

Referred to N. Murphy

9.0 Committee Reports:

9.1 Finance Committee – September 26, 2023

It was noted that the Finance Committee meeting held on September 26th was inquorate. H. Stephenson provided highlights of the financials. There are four months remaining in the fiscal year.

D. Sanderson, H. Stephenson and D. Carmichael attended a CAO meeting on September 21st which was an important information sharing meeting.

#BH-75/23

Moved by D. Carmichael, seconded by C. Ward that J. Beleskey will sit on the Finance Committee for the ensuing year.

Carried.

Referred to M. Martin

9.2 Governance and Partnerships Committee – September 13, 2023

#BH-76/23

Moved by D. Zulak, seconded by C. Ward that the minutes of the Governance and Partnerships meeting held September 13, 2023, be received.

Carried.

D. Carmichael will contact the Municipality of McMurrich/Monteith to schedule a deputation.

Referred to D. Carmichael

G. Finnsen joined the meeting – 9:52 a.m.

9.3 Long Term Care Ad-hoc Advisory Committee

The Long Term Ad-Hoc Advisory Committee has not met since June 6, 2023. A new Chair will be appointed at the next scheduled meeting.

It was reported that the Ministry hired HK Strategies to investigate facts surrounding organizations that have not moved forward with the development of awarded beds. Belvedere Heights received approval for the development of 24 beds on their site in 2021. A call took place with the 3rd party and the acting Board Chair and WPSHC representatives on September 18th. It was an opportunity to explain the circumstances surrounding development and long term care in the Parry Sound area.

It was suggested that another letter be sent to the Ministry of Long Term Care in the near future that includes municipal support. This will be discussed further at the next Board meeting. In the meantime, D. Sanderson, J.

Hanna and J. Fargher Lee will meet with P. Wing and G. Finnson to discuss a plan to advocate with the appropriate parties to advance the long term care development.

10.0 Standing Items:

10.1 Fixing Long-Term Care Act, 2021 – this item was deferred to the next meeting.

11.0 Reports:

11.1 Board Chair Report

The Board congratulated the Administrator and staff on their on-going efforts and events that took place with residents over the summer. It was confirmed that Belvedere Heights is exuding a positive vibe and has many happy residents.

11.2 Administrator's Report

The Administrator reported that the 3rd annual Spirit Awards took place on September 8th. P. Winger was in attendance.

A Continuous Quality Improvement (CQI) meeting took place on September 18, 2023. Significant feedback was collected from residents. Much of the feedback was surrounding pleasurable dining experiences which is being addressed by staff.

A mock evacuation is being planned for October 12th. An update will be provided at the October Board meeting.

The Ministry of Long Term Care was at Belvedere Heights in-person on September 5th. There were no unmet needs found. Two written notifications were given for 1) late reporting and 2) plan of care. These are being addressed.

Funding for 'Local Priorities' was approved in the amount of \$150,000.

12.0 Pending: none

13.0 Correspondence:

A. Coles resignation letter as of August 31, 2023, was received.

#BH-77/23

Moved by C. Ward, seconded by D. Zulak that A. Coles resignation be accepted.

Carried.

A thank you note will be sent to A. Coles.

Referred to J. Hanna

D. Moore exited the meeting – 10:24 a.m.

14.0 In-Camera:

#BH-78/23

Moved by D. Carmichael, seconded by P. Borneman that the meeting move in-camera – 10:24 a.m.
Carried.

#BH-79/23

Moved by C. Ward, seconded by P. Wing that the meeting move ex-camera – 10:53 a.m.
Carried.

#BH-80/23

Moved by C. Ward, seconded by D. Carmichael that the meeting move in-camera – 10:55 a.m.
Carried.

#BH-81/23

Moved by C. Ward, seconded by J. Beleskey that the meeting move ex-camera – 11:07 a.m.
Carried.

#BH-82/23

Moved by C. Ward, seconded by D. Carmichael that the Administrator is directed to proceed and appropriately handle the Life Lease rental complaint.

Carried.

Referred to K. Johnson

15.0 Election of Chair

Due to the fact that A. Coles resigned from the Board of Belvedere Heights prior to his term ending, it was required that a new Board Chair be elected.

K. Johnson took over as Chair of the meeting – 11:09 a.m.

#BH-83/23

Moved by P. Borneman, seconded by D. Zulak nominating P. Wing.

P. Wing agreed to let her name stand.

Any other nominations were requested x 3.

Moved by J. Beleskey, seconded by C. Ward that nominations be closed.

A recorded vote was requested.

P. Borneman – yea

C. Ward – yea

D. Carmichael – yea

D. Zulak – yea

J. Beleskey – yea.

Carried.

P. Wing was congratulated on her appointment for the ensuing year.

P. Borneman will remain as Vice Chair

16.0 Conclusion of Meeting:

#BH-84/23

Moved by P. Wing, seconded by D. Carmichael that there being no further business to conduct, the meeting concluded at 11:12 a.m.

Carried.

P. Borneman, Chair