



MINUTES

**JOHN NOBLE HOME
COMMITTEE OF MANAGEMENT
WEDNESDAY, APRIL 10, 2024**

1:00 P.M.

COUNTY OF BRANT COUNCIL CHAMBERS,
7 Broadway St. W,
PARIS, ONTARIO

Jessica Tanchak
Executive Assistant

**JOHN NOBLE HOME COMMITTEE OF MANAGEMENT
MINUTES**

WEDNESDAY, APRIL 10, 2024

1:00 P.M.

COUNTY OF BRANT COUNCIL CHAMBERS

Chair Carpenter called meeting to order at 1:00 p.m.

1. ROLL CALL

Present: City of Brantford
Councillor Carpenter
Councillor Hunt
Councillor Samwell
Councillor Sullivan

County of Brant
Councillor MacAlpine
Councillor Coleman
Councillor Bell
Mayor Bailey

Regrets:

Also Present: M. Bastian, J. Tanchak, R. Diez, S. Holmes, A. Gora, J. Donn, M. Howard, K. Hickman (FC), T.Praass

2. DECLARATIONS OF CONFLICTS OF INTEREST

No pecuniary interests were declared.

3. APPROVAL OF THE AGENDA

Moved by Councillor Samwell
Seconded by Councillor Coleman

THAT the Agenda BE APPROVED

CARRIED

4. MINUTES

4.0 Minutes

Moved by Councillor Bell
Seconded by Councillor MacAlpine

THAT the following Minutes (4.1-4.2) BE ADOPTED

4.1 John Noble Home Committee of Management –March 13, 2024

**4.2 John Noble Home Committee of Management, In-Camera Minutes
– March 13, 2024**

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. PRESENTATIONS/DELEGATIONS (list, if any, available at meeting)
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6.1 Bed Development Construction Update by Michael Bastian, Administrator

M. Bastian shared a construction update with the Committee of Management. Information was shared regarding the previous GELA classroom, project schedule and Bell Lane Terrace parking lot. M. Bastian noted there has been ongoing discussions regarding a potential renovation to the Chapel. M. Bastian shared several pictures of the development site.

Councillor Bell questioned what was assumed in the original contract for the Chapel? M. Bastian shared the scope of the drawings. There are ongoing discussions with the project team regarding the decision to demolish the Chapel if needed. Councillor Bell questioned if BDA Inc. included the removal of the Chapel in their contract? M. Bastian noted it would be an additional cost, but shared BDA Inc. also has a contingency.

Councillor Bell requested a detailed cost update of the project for the next meeting.

Councillor Bell recommends a clear change order for the demolition to the Chapel if needed.

The Committee questioned the stipulated sum process and its effect on cost. M. Bastian shared that P. Goodfellow from G. Architects is preparing a proposal which will be shared at the next Committee of Management meeting.

6.2 Quality Improvement Plan 2024/2025 by Jenn Donn, RAI Coordinator and Anna Gora, Director of Care

J. Donn and A. Gora shared the 2024-2025 Quality Improvement Plan with the Committee of Management. They presented next steps and priority indicators for 2024/2025 year.

J. Donn and A. Gora answered questions from the Committee.

Councillor MacAlpine questioned what changes were made to the Home's falls policy. A. Gora summarized the revisions made to the policy which included amalgamating policies related to falls and aligning language. Falls interventions were also discussed including the extension of Physiotherapy hours to mobilize residents.

Councillor Bell questioned if the priority indicators chosen are mandated by the Ministry or are they specific to the needs of the Home? A. Gora reported the indicators presented are mandated, but the Home does plan to extend once a new Quality Improvement Coordinator is onboarded.

The Committee questioned if there is baseline data to show improvements and targets? A. Gora confirmed this. Baseline data and targets will be shared with the Committee of Management once the report is finalized and ready for approval.

7. ITEMS FOR CONSENT

Moved by Councillor Sullivan
Seconded by Mayor Bailey

THAT Items for Consent (7.1-7.5) BE APPROVED

Item 7.2 was separated for discussion.

Items (7.1, 7.3, 7.4 & 7.5) were voted on and approved.

7.1 John Noble Home Administrator's Report [Financial Impact – N/A (JNH2024-13)]

THAT the John Noble Home Administrator's Report (JNH2024-13) BE RECEIVED.

7.3 Recruitment Update [Financial Impact- None] (JNH2024-15)

THAT the Recruitment Update Report (JNH2024-15) BE RECEIVED.

7.4 Year End preliminary Results and Audit Update for Fiscal Year Ending December 31, 2023 [Financial Impact - \$ 100,100 Deficit (JNH2024-16)]

THAT Year End Preliminary Results and Audit Update for Fiscal Year Ending December 31, 2023 (JNH2024-16) BE RECEIVED.

7.5 Bell Court Redevelopment of 40 Long Term care Beds, Day and Stay expansion and Sprinkler Project Construction Costs update Report [Financial Impact- \$523,708 cost savings for sprinkler project] (JNH2024-17)

THAT the Bell Court Redevelopment of 40 Long Term Care beds, expansion of the Day and Stay and Sprinkler Capital Project Construction Cost report JNH2024-17 BE RECEIVED

Moved by Councillor Bell
Seconded by Mayor Bailey

7.2 John Noble Home Monthly Budget Summary for January 2024 [Financial Impact – None – Overall On Track at this Time] (JNH2024-14)

THAT the Monthly Budget Summary (JNH2024-14) for January 31, 2024 for the John Noble Home BE RECEIVED.

R. Diez clarified the delay in data and shared that the monthly budget summaries for February and March will be reported at the May Committee of Management meeting.

R. Diez explained to the Committee why the Home was under budget for the month of January. The Committee is requesting an update for February and March on funds utilized for Direct Care. M. Bastian added the Home is utilizing ministry funding first before tapping into funds from the City and County. The Committee wants to ensure care is being enhanced and used appropriately if there is a surplus.

Councillor Hunt suggested that overall revenue sources be indicated on the monthly operating summary. This would clarify if the funds came from the Province or the City/County budgets. R. Diez confirmed this could be done.

Councillor MacAlpine shared his insight into the timelines for funding and how it is applied for, received, and spent by the Home.

Item 7.2 was voted on and approved.

CARRIED

8. ITEMS FOR CONSIDERATION

There were no Items for Consideration.

9. ELECTION

10. CORRESPONDENCE

11. RESOLUTIONS

12. NOTICES OF MOTION

13. QUESTIONS

14. PRIVATE AND CONFIDENTIAL ITEMS

Moved by Councillor Coleman
Seconded by Councillor MacAlpine

THAT the Committee MOVE IN-CAMERA to discuss the following items (1:58 p.m.)

MOTION TO MOVE IN-CAMERA

CARRIED

S. Holmes, R. Diez, T. Praass, K. Hickman, M. Howard and J. Donn left the meeting at 1:58 p.m.

M. Bastian and J. Tanchak remained for items 14.1 & 14.2. A. Gora remained for item 14.1.

14.1 Administrator's Verbal Update

Litigation or potential litigation, including matters before administrative tribunals

A.Gora left the meeting at 2:17 p.m.

14.2 Construction Build Contract

Personal matters about an identifiable individual, including municipal or local board employees

The Committee met In-Camera, discussed item 14.1 & 14.2 and returned to Open Session at (2:29 p.m.)

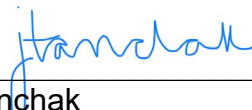
15. NEXT MEETING

The next meeting of the John Noble Home Committee of Management will be held on Wednesday, May 8, 2024 at the John Noble Home, or at the Call of the Chair

16. ADJOURNMENT

The meeting was adjourned at 2:30 p.m.

Councillor Carpenter
Chair



J. Tanchak
Executive Assistant