

The Corporation of the City of Kawartha Lakes
Minutes
Victoria Manor Committee of Management Meeting

VMC2022-001
Monday, January 17, 2022
1:00 P.M.
Electronic Participation

Members:
Councillor Doug Elmslie
Councillor Patrick O'Reilly
Councillor Kathleen Seymour-Fagan

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1. Call to Order

Councillor Elmslie called the meeting to order at 1:00 p.m. Councillors P. O'Reilly and K. Seymour-Fagan were in attendance.

Executive Director Pamela Kulas, Director Rod Sutherland, Executive Assistant Holly Russett and Sienna Senior Living VP Operations and Long-Term Care Jennifer Powley were also in attendance.

2. Adoption of Agenda

VMCM2022-001

Moved By Councillor Seymour-Fagan

Seconded By Councillor O'Reilly

Resolved That the agenda be adopted as circulated.

Carried

3. Disclosures of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

4. Deputations and Presentations

None

5. Approval of the Minutes of the Previous Meeting

VMCM2022-002

Moved By Councillor O'Reilly

Seconded By Councillor Seymour-Fagan

Resolved That the minutes of the Victoria Manor Committee of Management meeting held on November 15, 2021, be adopted as circulated.

Carried

6. Business Arising from Previous Meetings

None

7. Correspondence

None

8. Reports

- 8.1 Victoria Manor Operations Report to Committee of Management, November and December 2021

VMCM2022-003

Moved By Councillor Seymour-Fagan

Seconded By Councillor O'Reilly

Resolved That the Victoria Manor Operations Report to Committee of Management, November and December 2021, provided by Sienna Senior Living, be received for information.

Carried

- 8.2 VMC2022-01 2021 Victoria Manor Resident Satisfaction Survey Report

VMCM2022-004

Moved By Councillor O'Reilly

Seconded By Councillor Seymour-Fagan

Resolved That Report VMC2022-01, "2021 Victoria Manor Resident Satisfaction Survey", be received.

Carried

- 8.3 VMC2022-02 2021 Victoria Manor Family Satisfaction Survey Report

VMCM2022-005

Moved By Councillor Seymour-Fagan

Seconded By Councillor O'Reilly

Resolved That Report VMC2022-02, "2021 Victoria Manor Family Satisfaction Survey", be received.

Carried

9. Closed Session

VMCM2022-006

Moved By Councillor O'Reilly

Seconded By Councillor Seymour-Fagan

Resolved That the Victoria Manor Committee of Management convene into closed session in order to consider matters on the Monday, January 17, 2022 Closed Session Agenda and that are permitted to be discussed in a session

closed to the public pursuant to Section 239(2)(b)(d)(g) of the Municipal Act, S.O. 2001. S.25

Carried

10. Matters from Closed Session

None

11. Other New Business

11.1 Operational Verbal Update - Pam Kulas

The Director of Care has tendered their resignation for January 26, 2022.

Recruitment process will begin immediately. An Associate Director of Care position is currently posted that will focus on infection control.

Outbreak updates - four residents have tested positive for COVID19, two cases have resolved. As of today, nineteen team members are affected, nine cases have resolved.

Staffing continues to be a challenge. With residents staying in their rooms and meal service to rooms, team members are managing. Residents are able to choose meal preferences to get what they want at point of service and are receiving hot meals and hot tea/coffee.

Family communication is continuing twice a week through email and a town hall was held last week with 42 families participating. Family Council is extremely active at this time, writing letters to the Provincial Government and the local Public Health Unit to support the removal of residents from isolation, with 96% of residents and 62% team members third dose vaccinated.

There has been two team member vaccination clinics held at the home.

Vaccination policy has been revised, team members must be fully vaccinated by January 28th or provide proof third dose is scheduled before March 14th. Team members not third dose vaccinated by March 14th will be placed on a temporary leave of absence with a record of employment issued through infectious disease leave.

In terms of supplies - Public Health directed on January 11th the distribution of N95 masks to every team member - we had the adequate supply in house and every team member had been tested prior and new team members (in the last few months) were tested before meal service that day. Sienna is distributing the N95 as needed. All other supplies are good in our inventory.

Continued testing over the last two months twice a week, now testing is completed every shift of each team member.

VMCM2022-010

Moved By Councillor Seymour-Fagan

Seconded By Councillor O'Reilly

Resolved That the Operational Verbal update from Pam Kulas, be received.

Carried

12. Next Meeting

March 21, 2022, Victoria Manor Boardroom or Electronic Video, commencing at 1:00 p.m.

13. Adjournment

VMCM2022-011

Moved By Councillor O'Reilly

Seconded By Councillor Seymour-Fagan

Resolved That the Victoria Manor Committee of Management Meeting adjourn at 1:43 p.m.

Carried