



## Report to County Council

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**From:** Michele Harris, Director of Homes and Seniors Services

**Date:** March 26, 2024

**Subject:** Homes – Committee of Management

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### **Recommendation(s):**

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THAT the report titled “Homes – Committee of Management” dated March 26, 2024 from the Director of Homes and Seniors Services be received and filed; and,

THAT Council approve the Terms of Reference for the Committee of Management for Bobier Villa, Elgin Manor and Terrace Lodge Long-Term Care Homes; and,

THAT the Council of the County of Elgin be designated as the Committee of Management for Bobier Villa, Elgin Manor and Terrace Lodge Long-Term Care Homes to fulfill the requirement under Subsection 135 (1) of the Fixing Long-Term Care Act, 2021; and

THAT Council authorize execution of By-Law No. 24-10 to establish a Long-Term Care Homes Committee of Management for the Corporation of the County of Elgin.

### **Introduction:**

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This report seeks Council’s approval of the Committee of Management Terms of Reference, By-Law No. 24-10 and designation of the Council of the County of Elgin as the Committee of Management for Bobier Villa, Elgin Manor and Terrace Lodge Long-Term Care Homes.

### **Background and Discussion:**

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Ontario’s Fixing Long-Term Care Act, 2021 requires that the Council of a municipality establishing and maintaining municipal homes must appoint a Committee of Management to oversee the management of the Homes.

The Fixing Long-Term Care Act (FLTCA), 2021 states that:

*“135 (1) The council of a municipality establishing and maintaining a municipal home or the councils of the municipalities establishing and maintaining a joint home shall appoint from among the members of the council or councils, as the case may be, a committee of management for the municipal home or joint home.”*

*“135 (3) The regulations may provide for the composition of a committee of management and the qualifications and term of office of its members.”*

Ontario Regulation 246/22 states that:

*“330 (1) A committee of management appointed under section 135 of the Act shall, (a) in the case of a municipal home, be composed of not fewer than three members; and (b) in the case of a joint home, be composed of not fewer than two members of the council of each of the municipalities maintaining and operating the joint home.”*

Elgin County’s three long-term care homes currently each have an internal staff professional advisory committee which meets quarterly to advise on elements of the FLTCA; and the Director of Homes and Seniors Services reports requirements within the legislation to County Council which has supported compliance within the FLTCA and ON Reg. 246/22.

Training opportunities are available, at a cost, for Council and staff, designed specifically for Long-Term Care Committee of Management members that provide insight into the current long-term care environment and an understanding of the legislative requirements. Staff will bring training opportunities forward to the CAO and Committee of Management as they arise.

The role of the Committee of Management is to provide governance oversight of the management of the three County of Elgin long-term care homes. The Committee of Management is broadly responsible for ensuring that the Home(s):

- Complies with applicable legislation;
- Meets the requirements of the funding from the Ministry of Health and Long-Term Care;
- Maintains appropriate service standards for the residents; and,
- Provides oversight of finance, audits and general operations.

### **Financial Implications:**

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There are no financial impacts associated with adoption of this report.

### **Alignment with Strategic Priorities:**

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<b>Serving Elgin</b>	<b>Growing Elgin</b>	<b>Investing in Elgin</b>
<input type="checkbox"/> Ensuring alignment of current programs and services with community need.  <input type="checkbox"/> Exploring different ways of addressing community need.  <input checked="" type="checkbox"/> Engaging with our community and other stakeholders.	<input type="checkbox"/> Planning for and facilitating commercial, industrial, residential, and agricultural growth.  <input type="checkbox"/> Fostering a healthy environment.  <input checked="" type="checkbox"/> Enhancing quality of place.	<input checked="" type="checkbox"/> Ensuring we have the necessary tools, resources, and infrastructure to deliver programs and services now and in the future.  <input checked="" type="checkbox"/> Delivering mandated programs and services efficiently and effectively.

### **Local Municipal Partner Impact:**

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N/A

### **Communication Requirements:**

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This report and the Committee of Management Terms of Reference will be shared with key internal stakeholders including senior leadership/management team of the County of Elgin Long-Term Care Homes, the Homes Medical Directors, and, Resident and Family council.

### **Conclusion:**

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The County of Elgin Long-Term Care Homes are exceptional places to both live and work. Establishing a Committee of Management will not only provide for governance oversight, it will also provide an avenue for sharing the successes that come with the Homes commitment to excellence, innovation, respect, diversity, inclusion, and education.

All of which is Respectfully Submitted

Approved for Submission

Michele Harris  
Director of Homes and Seniors Services

Blaine Parkin  
Chief Administrative Officer/Clerk