

JULY 10, 2025

MVL COMMITTEE OF MANAGEMENT

REPORT NO. MVL-027-2025

**MAPLE VIEW LANDINGS ADMINISTRATOR'S
REPORT AND REDEVELOPMENT UPDATE**

**LINDA HUNTER
INTERIM ADMINISTRATOR**

**MARIO GARCIA
MAPLE VIEW LANDINGS PROJECT
ADMINISTRATOR**

RECOMMENDATIONS

For information purposes.

FINANCIAL IMPLICATIONS

No financial impacts are anticipated based on this report.

STRATEGIC INITIATIVES

This monthly report falls under Pillar 1 – 1.3 - develop our capacity to successfully manager complex infrastructure projects.

CLIMATE CHANGE IMPLICATIONS

Where possible, reports are provided in a digital format to reduce the Counties' carbon footprint.

ACCESSIBILITY CONSIDERATIONS

This report can be made available in alternate accessible formats on request. The United Counties of Leeds and Grenville makes every effort to provide services in a manner that is inclusive to ensure accessibility barriers are reduced or eliminated, where possible.

COMMUNICATIONS CONSIDERATIONS

Any decisions regarding this report will require internal communications as well as communication with key project leads and stakeholders.

BACKGROUND

This report provides updates on Maple View Lodge operations, as well as the key aspects of Maple View Landings Redevelopment Project.

DISCUSSION/ALTERNATIVES

Administrator's Report

Staff Meetings:

Monthly meetings continue to be held providing staff with regular updates on activities in the Home and GTFH. A brief presentation on the Quality Improvement Plan 2024/25 and 25/26 was provided. A request for a Personal Support Worker (PSW) volunteer to join the newly-created Quality Assurance Committee was made and a staff volunteered.

Approximately 30 staff attended the June 10 meeting. The next meeting is scheduled for July 9 with a presentation by Rylee Donahue, HR Consultant, and Roxanne Gimera, ADOC, on the recently-created Health and Supportive Care Providers Oversight Authority (HSCPOA). This is an independent regulatory body accountable to the Ontario government under the Health and Supportive Care Providers Oversight Authority Act, 2021. The HSCPOA was created by the government to support public protection. It does this by:

- Maintaining an online public register with easy-to-find information about all registered PSWs in Ontario.
- Establishing consistency in education, training and competency requirements.

- Addressing complaints, providing dispute resolution and overseeing disciplinary procedures.
- Authorizes qualified PSWs to use the visual mark to show they are registered with HSCPOA.
- Holds registrants accountable to a code of ethics.
- Enhances public trust in registered PSWs and respect for the work they do.

The Ministry has made registration with the HSCPOA voluntary to avoid any unintended consequences or disruption in the health care system and the PSW supply in Ontario. The regulations under the HSCPOA Act came into force on December 1, 2024. The HSCPOA began registering PSWs who meet the registration requirements December 1, 2024.

Advantage Ontario is providing webinars to long-term care homes on the role and responsibilities of the HSCPOA and is seeking clarification from the Ministry as there are a number of questions arising.

Presentation to Auxiliary:

Linda Hunter and Mario Garcia attended the May 29 Auxiliary meeting and provided an overview of the new Home design. Feedback was very positive and included "the presentation gave real insight of the comforts of home that residents will experiencethe Auxiliary is blessed to be part of the various people and groups that are able to offer such a homey, beautiful place for long-term residents to enjoy and call home."

Residents' Council:

Meetings are held monthly and well-attended. Representatives from administration are invited to provide regular updates. The June 24 meeting approved the proposed summer menu. There was lots of interest and support for more summer food items such as hot dogs, hamburgers and pasta salads. The results of a room mock-up to help determine the type of personal furniture that can be accommodated in the GTFH was discussed. Samples of GTFH signage and the donor tree were shared. A presentation on the results of the 2024/25 and 25/26 targets was given. A discussion was held on how to better ensure resident voices are heard. This will be a standing agenda item. The next meeting is scheduled for June 29. A guest speaker from OARC will be attending the August meeting to discuss resident rights as they relate to the upcoming move.

Family Council:

Currently, the Family Council meets quarterly and interest is low. Council recently lost three members with the passing of a resident. Recruitment efforts are ongoing. It is anticipated with increase in size in new Home, there will be more interest.

Council met on June 25 with two attendees and one regret. Items discussed included upcoming events for residents such as the Strawberry Social planned for Canada Day; the Quality Improvement Plan results and targets, and fees for resident services (i.e., cable, phone, internet, etc.). Resource information from the Family Councils of Ontario on establishing councils was shared and posted on the Family Council bulletin board.

Bi-Annual Forget-Me-Not Celebration of Life Event:

A small group of family and friends, residents and staff attended the June 20 event. Everyone attending had the opportunity to plant a forget-me-not plant in honour of the residents who passed in preceding six months.

Medical Director Contract:

A new Medical Director contract is in place for both Maple View Lodge and the G. Tackaberry and Family Home and meets the compliance requirements for the Fixing the Long-Term Care Act (FLTCA). The contract was reviewed by Finance and Corporate Services prior to finalization.

Case Mix Index (CMI):

The Home's funded CMI for 2025-26 is 1.0029, a slight increase from 2024-25 at 1.0009.

In-Service on Critical Incidents and QA:

An in-service on critical incidents was held with the leadership team on June 18, and a session on requirements for quality assurance under the FLTCA is scheduled for the newly-created Quality Assurance Committee for July 17. The presenter is a consultant (former Ministry of Long-Term Care (MLTC) inspector) who provides training to long-term care homes including Advantage Ontario.

Negotiations:

OPSEU negotiation meetings were held on June 12 and 13. The next scheduled meetings are July 15 and 16.

Feedback from Capital Branch MLTC in the Final Occupancy Plan Submission:

On June 24, staff received comments from the MLTC Capital Branch on the May 20 Occupancy Plan submission requesting architectural floor plans in pdf format in their original document size, and further questions on orientation training (including confirmation that the SURGE module includes licensee's written procedure for handling and dealing with complaints and minimizing the restraining of residents); that the GTFH emergency plan policy includes an overview of all the required emergency plans in accordance with legislation and further delineation of specific leads in the organizational chart. The Occupancy Plan is to be submitted with updated documents by July 4.

GTFH Planning:

Weekly meetings with the architect are ongoing to review progress and address any questions/concerns. These meetings are very helpful and updates are shared with management team.

To assist residents and families in determining the personal furniture that can be accommodated in the GTFH, a mock-up room was temporarily created on June 4 in an MVL sunroom. A couple of representatives of the Residents' Council were invited to participate. Results have been shared with Residents' Council and an update was prepared for release to families.

The Model of Care Committee has been established and monthly meetings commenced in May 2025. As of this date, all new hires receive education on the model of care. All existing staff will receive training as part of their planned orientation to the G. Tackaberry and Family Home. The Mission, Vision and Values Statement has been placed in key locations in Maple View Lodge and will be posted in the GTFH. In addition, it has been posted on the Maple View Landings website.

Work has commenced with the Communications Department in updating the GTFH webpage and recent photographs were uploaded to show the current status. Many long-term care homes have videos posted on their sites showing the exterior and interior so prospective residents and families can see the homes' designs and layouts. Planning is actively in progress to create a video in the coming weeks to showcase the new Home.

Significant efforts continue to prepare for Ministry inspections and approval for move to the new Home.

IPAC Update:

- There have been no outbreaks or lost resident days this past month.
- COVID boosters are being administered on June 18 to all residents who consent to receive them.
- The new IPAC Lead, Anitha Chandrahasan started on June 2.

Building Maintenance:

- **GTFH** – Staff continue to prepare for the move to the new building, attending the commissioning of new equipment as needed.
- **Supplies** – Supplies for the new build are on order and scheduled for delivered.

- **Lawn Maintenance Contract** – Staff are in the process of re-contracting a new lawn maintenance service as the latest low-price contractor has been terminated due to performance issues.
- **Housekeeping and Maintenance Teams** – The teams continue to work diligently in keeping MVL in pristine condition and provide excellent service to the residents.
- **MVL Fire Sprinkler System Compressor** – The purchase of a new compressor was required as the current one is at risk of failure due to a serious oil leak. The intent will be to take it off line and send it out for repair the, if repairable, be a necessary compressor at the new site and/or back-up in the workshop.
- **Extreme Temperatures – MVL** – A past report indicated that during the summer season, MVL was subject to extreme temperatures requiring fans and air conditioning units being installed throughout the home. With some modifications to the building automation system, the air conditioning has been stabilized (keeping within Ministry temperature limit standards), reducing the need for extra units/fans this summer. This will keep the resident rooms as a more consistent temperature, and reduce tripping hazards and noise in the halls in resident areas. It will also provide a better work environment for staff. The new building will have a new element of de-humidification included in its air systems which will be a game changed during the summer season.

Waitlist - As of July 2, 2025, there were 245 people on the wait list:

	July 2, 2025	Basic	Semi-Private	Private
Male	95	45	30	44
Female	150	80	40	75
Total	245			

Note: Individuals may apply for more than one bed type, therefore, some numbers may reflect multiple bed choices.

Occupancy – As of July 1, 2025, occupancy is 96.6% (98.3% as of Thursday, July 4 as a new admission is arriving).

	Since June 1, 2025	Year to Date
Admissions	2	14
Discharges	4	16

Recruitment - Monthly Report on GTFH:

Position	Approved GTFH Complement		Current Complement as at June-16-25			Remaining to Hire	
	FT	PT	FT	PT	Casual	FT	PT
Personal Support Worker	86	44	80	12	6	6	32
Registered Nurse	8	5	9	3	2	-1	2
Registered Practical Nurse	16	11	9	5	3	7	6
Recreation Aide	6	2	2	1	1	4	1
Restorative Care Aide	2	1	0	1	0	2	0
Dietary Aide	10	8	5	13	0	5	-5
Housekeeping Aide	11	7	5	9	0	6	2
Maintenance Tech/ Stockkeeper	4	1	3	2	2	1	0
Cook	3	3	0	0	0	3	3
Totals	146	82	113	46	14	33	41

Monthly Staffing Changes – Maple View Lodge

Category	Year End Total 2024	As at June 16, 2025	Year to Date 2025
New hires	44	19	67
Resignations	3	1	12
Retirements	2	0	0
Terminations	25	0	3
Termination/Probation	3	2	7

G. Tackaberry and Family Home Development Update - Key Pillar UpdatesKey Pillar Updates

Capital project – Leads: Turner and Townsend, M. Garcia)

Please see attached monthly report from Turner and Townsend (Attachment A – Project Manager's Monthly Report, Turner and Townsend, June 25, 2025).

Turner and Townsend confirmed that the overall construction progress is nearly 98.5% complete and is aligned with the progress plan. Risk is controlled and the mitigation plan is in place. The project quality is controlled and being inspected and tested regularly, meeting the project requirements. The project is on budget.

According to the official documented meeting minutes from MBC, they reported the following:

Site Activities

Boarding/Paint
Third-floor core - final coat of paint finished in resident home areas; moving to second-floor core
Electrical
Lighting and device installations complete
Automatic door opener installation complete
Fire alarm testing preparation continued
Mechanical
Final fixture installations nearing completion
Fire suppression system commissioning complete
Air conditioning system commissioning complete
Air balancing and water balancing continues
Sprinkler pre-start checks complete
IT
Access point complete
Nurse call system – approximately 20 locations remain
Austco testing pending Level 1
Flooring
Welding completions – all areas
Stair F tiling underway
Millwork
Corridor wainscoting/shiplap continues
Corridor panelling and railing continues
Core common area millwork install continues
Common areas in resident home areas millwork continues
Door/Door Hardware
Suite washroom barn door installations ongoing

Room Finishings
Dining room tiling complete
Exterior Works
Landscaping activities final inspections complete – miscellaneous items pending

Upcoming Activities:

- Balcony waterproofing and railing
- Parking lot painting
- Installation of bathroom partitions
- Kitchen fume hood fire suppression system commissioning
- Fire alarm system testing
- Sprinkler system testing – final commissioning

CCOs out for Costing

CCO-066	Wall in-fill below Stair A – work nearing completion
CCO-115	Fire rating for beam garbage room 1080
CCO-122	Shower disinfectant piping revision
CCO-124	Handwashing sinks in Dining Room 1 at home kitchen

Change Orders Issued

MVL-CO-113	Additional food warmer home kitchen – electrical consultant reviewed with comments
MVL-CO-114	Sealer around plenums
MVL-CO-118	Relocate electrical to suite millwork

Furniture, Fixtures and Equipment

The final process for the furniture, fixtures and equipment procurement is in progress as follows:

Appliances	Audio-visuals	Carts
Furniture	Healthcare equipment	IT equipment
Shelving	Signage	Window coverings

A revised schedule for the deliveries of the purchased items has been updated (see Attachment C – MVL Furniture, Fixtures and Equipment Delivery).

Operational Readiness Kitchen Equipment Transition - The operational readiness for the kitchen process is in progress.

Wayfinding Signage and Donor Recognition - Under production.

Operational Readiness – Leads: L. Hunter, M. Garcia

Please see attached monthly Project Status Report from Colliers (Attachment B – Project Status Report, Colliers, June 26, 2025).

Communications – Leads: A. Tutak, L. Hunter

A monthly update of the project was provided to Maple View Lodge residents, family and staff via the monthly newsletter.

ATTACHMENTS

Attachment A – Project Manager's Monthly Report, Turner and Townsend, June 25, 2025

Attachment B – Project Status Report, Colliers, June 26, 2025

Attachment C – Furniture, Fixtures and Equipment Delivery Update – June 11, 2025

The report set out above has been reviewed and the information verified by the individuals listed below.

MARIO GARCIA

MAPLE VIEW LANDINGS

CONSTRUCTION PROJECT ADMINISTRATOR

JULY 2, 2025

DATE

LINDA HUNTER

DIRECTOR/ADMINISTRATOR (Interim)

MAPLE VIEW LANDINGS

JULY 2, 2025

DATE

PAT HUFFMAN

TREASURER

JULY 2, 2025

DATE

AL HORSMAN

CHIEF ADMINISTRATIVE OFFICER

JULY 2, 2025

DATE