

Chester Village Resident Council Minutes

February 20th 2025 2:00 pm

Attendees

Charles, Colin, Heather, Heather, Jay, Jeanette, Khadija, Thomas, Mandy, Rachelle, Heather, Darlene
Morgan Geast (Activation Manager) Claudia (Food Services Manager)

Call to Order: Welcome and Review

- Members were welcomed and thanked for attending.
- The January minutes were read and reviewed. They were accepted by Jay and Thomas
- No business arising from previous minutes.

Food Committee Report

- The Food Committee meeting minutes from February were read and reviewed.
- The monthly specials for March and April were discussed. The Easter menu will be reviewed at the March meeting.
- Easter Sunday dinner will be open to families for ticket purchases, and each resident may invite two guests.
- Krazar, one of the full-time cooks, met with the council, invite from the January meeting, to explain duties and answer questions. The group discussed production and recipes and all questions were addressed, and no concerns were raised at this time.
- The next Food Committee meeting will focus on the spring and summer menus, which will be presented and discussed.
- The next Food Committee meeting is scheduled for Monday, March 10th at 2:00 pm.

Concerns Report

- No concerns were raised at this time.

Quality Report

- Morgan reminded the Council that the Residents' Council should be run by the residents of the home. Morgan's role is to assist only in the interim, when there is no executive council in place. Any residents interested in helping with the council's operations are encouraged to discuss it.
- Residents discussed the creation of Bylaws for the Residents' Council. A meeting will be held in the first week of March to work on them, and they will be presented to the Council at the next meeting.
- The following Resident Rights were read, and different forms of neglect were discussed:
 - 4. Every resident has the right to freedom from abuse.

OARC Bylaw Template

Instructions

Bylaws are designed to provide guidance and direction. Having bylaws in place will help eliminate confusion and encourage consistency when these are challenged due to changes in leadership (resident leaders and home management), interpersonal relationships and differing opinions. OARC has developed a template to assist your Residents' Council in developing its own bylaws and is designed to capture important aspects of Residents' Council in one document. The template is not prescriptive and allows your Residents' Council to customize all the details.

To ensure ease of use, consider the following steps:

- 1) OARC recommends that a small working group of Residents' Council leaders work together (with the support of the Residents' Council Assistant, as desired) to draft the bylaws;
- 2) As a group, start from the beginning of the document and review it step-by-step. The document includes prompted areas to insert specific information such as home name, dates, locations, etc. Depending on your Residents' Council needs, you may wish to plan for additional meetings to complete the template.
- 3) Once the you have completed the template and have draft bylaws, plan to bring these to a regular Residents' Council meeting for review and approval;
- 4) When approved by the Residents' Council the bylaws will be ready to use;
- 5) OARC recommends that Residents' Council Bylaws are reviewed periodically and updated where appropriate. All updates and changes to the bylaws must be approved by the Residents' Council.

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Definitions

The following definitions may be helpful when forming and interpreting your bylaws. You may wish to add or remove from the list below.

- "Bylaw" a rule adopted by an organization chiefly for the government of its members and the regulation of its affairs¹
- "Conflict of Interest" a conflict between the private interests and the official responsibilities of a person in a position of trust²
- "Guest" refers to someone who is invited and approved, by members, to attend a Residents' Council meeting
- "Member" means a member of the Residents' Council
- "Robert's Rules of Order" a handbook for running meetings effectively and efficiently, based on the procedures used in the British parliament. The principles included in the handbook are applicable to any decision-making organization, from Congress to community club committees.³
- "Terms of Reference" a description of what must be dealt with and considered when something is being done, studied, etc. The terms of reference for the committee are narrow and specific.⁴ OARC recommends only using a Terms of Reference when forming a subgroup or committee of the Residents' Council.

¹ "Bylaw." Merriam-Webster.com. Merriam-Webster, n.d. Web. 30 Oct. 2017.

² "Conflict of Interest." *Merriam-Webster.com*. Merriam-Webster, n.d. Web. 30 Oct. 2017.

³ robert's rules of order. (n.d.). The American Heritage® New Dictionary of Cultural Literacy, Third Edition. Retrieved October 30, 2017 from Dictionary.com website <http://www.dictionary.com/browse/robert-s-rules-of-order>

⁴ "Terms of Reference." Merriam-Webster.com. Merriam-Webster, n.d. Web. 30 Oct. 2017.

January 22, 2025

New Dementia Care Preparedness Initiative Has Launched!

Dear Residents and Residents' Council Supporters,

The OARC team is pleased to share the following information about the newly launched Dementia Care Preparedness Initiative on behalf of the Ontario Centres for Learning, Research and Innovation (CLRI) in LTC.

OARC encourages residents to speak with their Home Administrators about this unique opportunity to participate in this provincial initiative.

We recognize that any program or initiative designed to meet the needs of those living with dementia, must also consider the needs of all residents and care partners to promote an inclusive and compassionate home culture.

The Dementia Preparedness Initiative outlined below is a great opportunity for Residents' Councils and their LTC Home Leadership to talk together about current home efforts, as well as shared visions for the future.

The Ontario CLRI invites you to help advance our collective efforts to enhance dementia care in the long-term care (LTC) sector.

The Dementia Care Preparedness Initiative includes funding support and will help LTC teams build on past successes while envisioning new opportunities to enhance the quality of life and care for residents, care partners, and care teams.

Purpose of this initiative:

Ontario's aging population increases the need for high-quality dementia care in LTC homes. This initiative, funded by the Ontario Ministry of Long-Term Care, will assess current dementia care and identify resources to help LTC homes meet their goals.

The key objectives are:

- Gain a basic picture of dementia care approaches across the province;
- Gather insights into homes' plans, preparedness, and needs for providing dementia care services over the next three years;

- Highlight areas for growth and inform decisions and plans for improvement within homes;
- Help homes align with potential legislative requirements related to dementia care planning, such as the proposed new amendments to the Fixing Long-Term Care Act, 2021.
- Provide data and benchmarks to set goals and track progress on dementia care; and
- Provide funding to support participation in an online assessment (with a stipend of \$5,000 per home) and optional interviews (\$1,000 per home).

A Frequently Asked Questions (FAQ) resource has also been developed to support your understanding: https://clri-ltc.ca/files/2025/01/DCPI_FAQ-09-Jan-20251.pdf

[Learn more](#) or [start registration and consent](#).

If you have any questions, please discuss with your LTC home team, or reach out to OntarioCLRI@baycrest.org.