



City of Hamilton

WENTWORTH LODGE HERITAGE TRUST FUND COMMITTEE AGENDA

Meeting #: 22-001

Date: May 10, 2022

Time: 10:00 a.m.

Location: Due to the COVID-19 and the Closure of City Hall (CC)

All electronic meetings can be viewed at:

City's Website:

<https://www.hamilton.ca/council-committee/council-committee-meetings/meetings-and-agendas>

City's YouTube Channel:

<https://www.youtube.com/user/InsideCityofHamilton> or Cable 14

Tamara Bates, Legislative Coordinator (905) 546-2424 ext. 4102

Pages

1. CEREMONIAL ACTIVITIES

2. APPROVAL OF AGENDA

(Added Items, if applicable, will be noted with *)

3. DECLARATIONS OF INTEREST

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

4.1. June 22, 2021

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5. COMMUNICATIONS

6. DELEGATION REQUESTS

7. CONSENT ITEMS

8. PUBLIC HEARINGS / DELEGATIONS

9. STAFF PRESENTATIONS

10. DISCUSSION ITEMS

10.1. Wentworth Lodge Heritage Trust Fund - Financial Status - 2022 (HSC22023) (Ward 13) 6

10.2. Wentworth Lodge Enhancements to the Courtyard -2022 (HSC22024) (Ward 13) 11

11. MOTIONS

12. NOTICES OF MOTION

13. GENERAL INFORMATION / OTHER BUSINESS

14. PRIVATE & CONFIDENTIAL

15. ADJOURNMENT



Hamilton

WENTWORTH LODGE HERITAGE TRUST FUND SUB-COMMITTEE MINUTES 21-001

10:30 a.m.

Tuesday, June 22, 2021

Wentworth Lodge

41 South Street West, Dundas

Present: Councillor A. VanderBeek (Chair)
Barbara Sargeant, Resident Member
Halvetta Kelly, Alternate Resident Member
Paul Spinney, Wentworth Lodge Family Council Representative

Regrets: Janet Southall, Dundas Seniors' Club Member – Personal Business

THE FOLLOWING ITEMS WERE REFERRED TO THE EMERGENCY AND COMMUNITY SERVICES COMMITTEE FOR CONSIDERATION:

- 1. Wentworth Lodge Heritage Trust Fund – Financial Status 2021 (HSC21020)
(Ward 13) (Item 10.1)**

(Spinney/Sargeant)

That the total funds payable from the settlement of the Wentworth Lodge Guaranteed Investment Certificates (GIC) portfolio in the amount of \$287,977, be reinvested in a GIC portfolio under similar terms as previously at one, two, three, four and five years.

CARRIED

- 2. Wentworth Lodge – Enhancements to the Courtyards - 2021 (HSC21021)
(Ward 13) (Item 10.2)**

(Seargeant/Spinney)

That Report HSC21021, respecting Wentworth Lodge – Enhancements to the Courtyards - 2021 (HSC21021) (Ward 13), be received.

CARRIED

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

The Committee Clerk advised of the following changes to the agenda:

7. CONSENT ITEMS (Item 7)

7.1 Resignation/Appointment of Members

This item is being moved to Communications as

- 5.1 Correspondence from Lori Moffatt, Administrative Assistant, Wentworth Lodge, respecting Resignation of Mary Welsh as representative from the Family Council

Recommendation: To be received

(Spinney/Sargeant)

That the agenda for the June 22, 2021 meeting of the Wentworth Lodge Heritage Trust Fund Sub-Committee be approved, as amended.

CARRIED

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

(i) November 12, 2019 (Item 4.1)

(Kelly/Sargeant)

That the Minutes of the November 12, 2019 meeting of the Wentworth Lodge Heritage Trust Fund Sub-Committee be approved, as presented.

CARRIED

(d) COMMUNICATIONS (Item 5)

- (i) Correspondence from Lori Moffatt, Administrative Assistant, Wentworth Lodge, respecting the resignation of Mary Welsh as representative from the Family Council (Added Item 5.1)**

(Sargeant/Kelly)

That the correspondence from Lori Moffatt, Administrative Assistant, Wentworth Lodge, respecting the resignation of Mary Welsh as representative from Family Council, be received.

CARRIED

(e) ADJOURNMENT (Item 14)

(Spinney/Saregeant)

That, there being no further business, the Wentworth Lodge Heritage Trust Fund Sub-Committee be adjourned at 10:40 a.m.

CARRIED

Respectfully submitted,

Councillor A. VanderBeek
Chair, Wentworth Lodge Heritage Trust Fund
Sub-Committee

Tamara Bates
Legislative Coordinator
Office of the City Clerk



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Wentworth Lodge

TO:	Chair and Members Wentworth Lodge Heritage Trust Fund Sub-Committee
COMMITTEE DATE:	May 10, 2022
SUBJECT/REPORT NO:	Wentworth Lodge Heritage Trust Fund - Financial Status - 2022 (HSC22023) (Ward 13)
WARD(S) AFFECTED:	Ward 13
PREPARED BY:	Karen Allcroft (905) 546-2424 Ext. 1900 Mike Stallard (905) 546-2424 Ext. 1622
SUBMITTED BY:	Holly Odoardi Senior Administrator, Long Term Care Healthy and Safe Communities Department
SIGNATURE:	

RECOMMENDATION

- (a) That \$259,170 of the total funds payable from the settlement of the Wentworth Lodge Guaranteed Investment Certificates (GIC) portfolio in the amount of \$287,977, be reinvested in a GIC portfolio under similar terms as previously at one, two, three, four and five years; and,
- (b) That \$28,807 of the total funds payable from the settlement of the Wentworth Lodge Guaranteed Investment Certificates (GIC) portfolio in the amount of \$287,977, be left in the Wentworth Lodge Heritage Trust bank account to be used at the discretion of the Wentworth Lodge Heritage Trust Fund Sub-Committee to support resident activities and Wentworth Lodge enhancements which support resident quality of life.

EXECUTIVE SUMMARY

The Wentworth Lodge Heritage Trust Fund was established to respond to resident needs at Wentworth Lodge that cannot be met through the normal operating and capital

OUR Vision: To be the best place to raise a child and age successfully.

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**SUBJECT: Wentworth Lodge Heritage Trust Fund - Financial Status - 2022
(HSC22023) (Ward 13) - Page 2 of 4**

budgets. The purpose of this report is to inform committee members of the status of the Wentworth Lodge Heritage Trust Fund.

The one remaining Fixed Income GIC came due on December 4, 2020, and the average interest was 2.20%. The total funds payable from the settlement of the Wentworth Lodge GIC portfolio was \$287,977 at the maturity date.

A cheque for the GIC portfolio funds was provided to the Lodges but was not actioned due to pandemic challenges and staffing turnover. In late June 2021, after the cheque was stale dated, members of the Administration and Finance Teams at the Lodges requested a new cheque from the bank and the proceeds were thereafter deposited in November 2021 to the Wentworth Lodge Trust Bank Account.

The total Wentworth Lodge Heritage Trust Funds in the bank account as of December 2021 are \$291,995 which includes the \$3,973 in the operating account, accrued interest and the settlement of Wentworth Lodge GIC portfolio of \$287,977 as outlined in Appendix "A" to Report HSC22023.

Alternatives for Consideration – Not applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The total Wentworth Lodge Heritage Trust Funds in the bank account as of December 2021 are \$291,995 which includes the \$3,973 in the operating account, accrued interest and the settlement of Wentworth Lodge GIC portfolio of \$287,977 as outlined in Appendix "A" to Report HSC22023.

Staff recommend reinvesting 90% of the settlement in a GIC portfolio under similar terms as previously set at one, two, three, four and five years. The remaining 10% of the total GIC portfolio settlement would be left in the Wentworth Lodge Heritage Trust bank account to be used at the discretion of the Wentworth Lodge Heritage Trust Fund Sub-Committee to support resident activities and Lodge enhancements which support resident quality of life.

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

On February 13, 2013, the Investment Strategy for the Wentworth Lodge Heritage Trust Fund (Report CS13005) was approved.

**SUBJECT: Wentworth Lodge Heritage Trust Fund - Financial Status - 2022
(HSC22023) (Ward 13) - Page 3 of 4**

In 2018, capital payments for the Atrium Courtyard project totalling \$89,766 were used from the available liquid cash from the Wentworth Lodge Heritage Trust Bank Account as approved through Report HSC18009.

In 2019, the Wentworth Lodge Heritage Trust Fund Investment portfolio had a value of \$284,388. With the addition of \$3,875 in the Wentworth Lodge Heritage Trust Bank Account, the total balance of the Heritage Trust Fund equalled \$288,388, as outlined in Report HSC19058.

The Wentworth Lodge Heritage Trust Fund totalled \$291,853 at end of 2020 which included the \$3,951 in the operating account and the settlement of Wentworth Lodge GIC portfolio of \$287,977 as outlined in Report HSC21020.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Statement of Investment Policy for the Heritage Trust Investment Fund for Wentworth Lodge

RELEVANT CONSULTATION

Corporate Services, Financial Planning, Administration and Policy staff have been involved in the review of the investment options.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The Wentworth Lodge Heritage Trust Fund is managed, as per the objectives, guidelines and constraints imposed by the Statement of Investment Policy for the Heritage Trust Investment Fund for Wentworth Lodge.

This strategy allows for the preserving of the principal and latitude for the adequate liquidity of some of the Fund.

ALTERNATIVES FOR CONSIDERATION

None

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Economic Prosperity and Growth

Hamilton has a prosperous and diverse local economy where people have opportunities to grow and develop.

**SUBJECT: Wentworth Lodge Heritage Trust Fund - Financial Status - 2022
(HSC22023) (Ward 13) - Page 4 of 4**

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report HSC22023: Financial Status 2022

OUR Vision: To be the best place to raise a child and age successfully.
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safe and prosperous community, in a sustainable manner.
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Engaged Empowered Employees.

Wentworth Lodge Heritage Account Activity
(2011, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21)

SUMMARY	
2011 OPENING BALANCE	466,916.95
2011 Interest Earned	5,830.21
2011 Pet Expense	- 5,000.00
2011 Medical Mart Purchase	- 19,525.75
2011 Consulting Fees	- 2,014.85
2011 ENDING BALANCE	446,206.56

as of Dec 31, 2011

2012 ACTIVITY SUMMARY	
2012 OPENING BALANCE	446,206.56
2012 Interest Earned	5,781.64
2012 Pet Expense	- 6,000.00
2012 Consulting Fees	- 8,669.98
2012 ENDING BALANCE	437,318.22

as of Dec 31, 2012

2013 ACTIVITY SUMMARY	
2013 OPENING BALANCE	437,318.22
2013 Interest Earned	4,762.30
2013 Pet Expense	- 6,000.00
2013 Consulting Fees	- 10,108.00
2013 Architectural Fees	- 610.56
2013 Building Permit	- 652.00
2013 Investment Purchase	- 250,000.00
2013 ENDING BALANCE	174,709.96

as of Dec 31, 2013

2014 ACTIVITY SUMMARY	
2014 OPENING BALANCE	174,709.96
2014 Interest Earned	2,143.31
2014 Pet Expense	- 5,000.00
2014 Building Permit	- 427.00
2014 Gazebo	- 78,267.48
2014 ENDING BALANCE	93,158.79

as of Dec 31, 2014

2015 ACTIVITY SUMMARY	
2015 OPENING BALANCE	93,158.79
2015 Interest Earned	1,094.67
2015 Pet Expense	-
2015 Construction	- 1,740.10
2015 ENDING BALANCE	92,513.36

as of Dec 31, 2015

2016 ACTIVITY SUMMARY	
2016 OPENING BALANCE	92,513.36
2016 Interest Earned	914.71
2016 Construction	- 3,147.65
2016 ENDING BALANCE	90,280.42

as of Dec 31, 2016

2017 ACTIVITY SUMMARY	
2017 OPENING BALANCE	90,280.42
2017 Interest Earned	1,048.04
2017 Construction	-
2017 ENDING BALANCE	91,328.46

as of Dec 31, 2017

2018 ACTIVITY SUMMARY	
2018 OPENING BALANCE	91,328.46
2018 Interest Earned	1,694.23
2018 Atrium Courtyard/ Construction	- 89,766.02
2018 ENDING BALANCE	3,256.67

2019 ACTIVITY SUMMARY	
2019 OPENING BALANCE	3,256.67
2019 Interest Earned	618.59
2019 Construction	-
2019 ENDING BALANCE	3,904.39

as of Dec. 31, 2019

2020 ACTIVITY SUMMARY	
2020 OPENING BALANCE	3,904.39
2020 Interest Earned	46.84
2020 Construction	-
2020 ENDING BALANCE	3,951.23

as of Dec. 31, 2020

2021 ACTIVITY SUMMARY - 01822-1022417-HAM WENT HER	
2021 OPENING BALANCE	3,951.23
2021 Interest Earned	66.80
2021 Construction	-
2021 Deposits	287,977.91
2021 ENDING BALANCE	291,995.94

as of Dec. 31, 2021

Gazebo Project	
Opening Balance	100,000.00
2011 Consulting Fees	-
2012 Consulting Fees	5,781.64
2013 Consulting Fees	4,762.30
2013 Architectural Fees	-
2013 Building Permit	-
2014 Architectural Fees	174,709.96
2014 Construction	- 3,150.96
2015 Architectural Fees	- 75,543.52
2014 Construction	- 1,740.10
ENDING BALANCE	- 3,147.65

HERITAGE INVESTMENT 571-35553-1-5	
2013 INVESTMENT	250,000.00
2013 ACCRUED INTEREST	1,938.10
2014 PAID INTEREST	900.00
2014 ACCRUED INTEREST	4,934.02
2015 PAID INTEREST	1,072.24
2015 ACCRUED INTEREST	5,107.70
2016 PAID INTEREST	1,250.71
2016 ACCRUED INTEREST	4,862.66
2017 PAID INTEREST	1,880.92
2017 ACCRUED INTEREST	3,572.29
2018 PAID INTEREST	1,694.23
2018 ACCRUED INTEREST	3,298.48
2019 PAID INTEREST	4,304.90
2019 ACCRUED INTEREST	781.36
2020 PAID INTEREST	2,713.56
2020 ACCRUED INTEREST	- 333.26
2021 PAID INTEREST	-
2021 ACCRUED INTEREST	-
Settlement paid in full to new account (new account: Heritage Bank Account 01822-1022417)	- 287,977.91
ENDING BALANCE	-

HERITAGE INVESTMENT BALANCE - closed	-
HERITAGE BANK BALANCE	291,995.94
TOTAL HERITAGE BALANCE	291,995.94

as of Dec 31, 2021



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Wentworth Lodge

TO:	Chair and Members Wentworth Lodge Heritage Trust Fund Sub-Committee
COMMITTEE DATE:	May 10, 2022
SUBJECT/REPORT NO:	Wentworth Lodge Enhancements to the Courtyard - 2022 (HSC22024) (Ward 13)
WARD(S) AFFECTED:	Ward 13
PREPARED BY:	Karen Allcroft (905) 546-2424 Ext. 1900
SUBMITTED BY:	Holly Odoardi Senior Administrator, Long Term Care Healthy and Safe Communities Department
SIGNATURE:	

RECOMMENDATION

That the Wentworth Lodge Heritage Trust Fund Sub-Committee authorize the use of a maximum of \$10,000 from the Wentworth Lodge Heritage Trust Fund bank account in 2022, to purchase equipment, materials and supplies to enhance the Courtyards and the resident activities that are hosted there, with oversight and approval of the Senior Administrator, Long Term Care.

EXECUTIVE SUMMARY

The Wentworth Lodge Heritage Trust Fund was established to respond to resident needs at Wentworth Lodge that cannot be met through the normal operating and capital budgets.

Through the Resident Council and Family Council of Wentworth Lodge there is a recommendation to enhance the function and aesthetics of the two Courtyards to enhance resident experience. Suggested items for purchase include raised gardens, adaptive gardening tools for resident use, gardening materials, annual & perennial plants & additional patio furniture and sun shades for both Courtyards.

Alternatives for Consideration – Not applicable

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**SUBJECT: Wentworth Lodge Enhancements to the Courtyard - 2022 (HSC22024)
(Ward 13) - Page 2 of 3**

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: As of December 31, 2021, the Wentworth Lodge Heritage Trust Fund bank account balance is \$291,995 based on the deposit of \$287,977 settlement of the Wentworth Lodge Guaranteed Investment Certificates (GIC) portfolio.

The \$10,000 required to enhance the courtyard would be paid from the Wentworth Lodge Heritage Trust Fund with the approval of Report HSC22023 - Wentworth Lodge Heritage Trust Fund Financial Status 2022, leaving the remaining 10% of the total GIC portfolio settlement in the Wentworth Lodge Heritage Trust bank account to be used at the discretion of the Wentworth Lodge Heritage Trust Fund Sub-Committee to support resident activities and Lodge enhancements which support resident quality of life.

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

Through generous support of the Wentworth Lodge Heritage Trust Fund, the main courtyard had significant upgrades completed in 2018. The upgrades included installation of a permanent and large-scale gazebo structure, a decorative fountain and improvements in seating options.

During the COVID-19 pandemic, the use of outdoor spaces for residents in LTC Homes has been recognized as an important intervention to minimize risk of infection while addressing overall quality of life.

Despite the recent Lodge's main courtyard upgrades, residents and families have identified several barriers to comfortably and safely use the physical space.

Both the Wentworth Lodge Resident Council and the Wentworth Lodge Family Council have had discussions with Lodge staff regarding further enhancements to outdoor areas for resident use.

Specifically, both Councils, have shared an interest in increasing the availability of shade for outdoor visiting through more permanent or effective equipment such as retractable awnings to provide shade for comfort and minimize exposure to ultraviolet radiation from direct sunlight. This need has been identified for both the main courtyard and for the internal courtyard that is used by residents living on the secure neighbourhood due to their cognitive and behavioural diagnoses.

**SUBJECT: Wentworth Lodge Enhancements to the Courtyard - 2022 (HSC22024)
(Ward 13) - Page 3 of 3**

Additionally, increasing availability of accessible garden features & tools, such as raised flower gardens, have been suggested to improve the horticultural activities for residents.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Statement of Investment Policy for the Heritage Trust Investment Fund for Wentworth Lodge

RELEVANT CONSULTATION

Resident Council and Family Council have endorsed the request to have funds available to enhance the functionality and aesthetics of the two Courtyards, outside of the normal operating funds available.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

The Wentworth Lodge Trust Fund is managed, as per the objectives, guidelines and constraints imposed by the Statement of Investment Policy for the Heritage Trust Investment Fund for Wentworth Lodge.

This strategy allows for the preserving of the principal and latitude for the adequate liquidity of some of the Fund. The Wentworth Lodge Heritage Trust Fund cannot co-mingle funds with the City's general investments.

Donations and contributions to the Fund are strictly for the benefit of the residents of Wentworth Lodge.

ALTERNATIVES FOR CONSIDERATION

None

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Healthy and Safe Communities

Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

APPENDICES AND SCHEDULES ATTACHED

N/A