

**SUNDRIDGE AND DISTRICT MEDICAL CENTRE MEETING
REGULAR MEETING MINUTES
TUESDAY, JANUARY 15, 2019
6:00 P.M.
The Village of Sundridge - Council Chambers**

PRESENT: **Sundridge** – Steve Hicks, Barb Belrose, Lyle Hall (ex officio member)
 Strong - Jeff McLaren for Jason Cottrell, Marianne Stickland
 Joly – Tim Bryson, Tom Bryson

STAFF PRESENT: Judy Edwards, Joint Committee Recording Secretary

GUEST PRESENT: Dr. Sarah MacKinnon

C1 CALL TO ORDER

The meeting was called to order at 6:01 p.m. by Recording Secretary. Introductions of Committee members were made.

Resolution # 2019-001

Moved by: **Marianne Stickland**
Seconded by: **Barb Belrose**

That the Sundridge and District Medical Centre Committee appoint Steve Hicks as Chairperson of the Committee for the term of Council 2019 – 2022.
Carried.

C2 APPROVAL OF AGENDA

Resolution #2019-002

Moved By: **Tim Bryson**
Seconded By: **Marianne Stickland**

That the agenda for the January 15, 2019 meeting be approved as circulated.
Carried.

C3 DECLARATION OF PECUNIARY INTEREST

None.

C4 DEPUTATIONS

- a) Dr. Sarah MacKinnon – Verbal report on privacy, lab, lab technical fees, mold, budget, rent freeze

Resolution #2019-003

Moved By: Tom Bryson
Seconded By: Barb Belrose

That the Medical Centre Committee authorize Village of Sundridge to hire a contractor to remove mold from basement of Medical Centre, not to exceed \$5,000 before tax.

Carried.

Resolution #2019-004

Moved By: Jeff McLaren
Seconded By: Tom Bryson

That the deputation by Dr. Sarah MacKinnon, Lead Physician at the Sundridge and District Medical Centre, regarding privacy, lab, lab technical fees, mold, budget, and rent freeze, be received with thanks.

Carried.

Private Lab would require a large open space with a large parking lot. Respective Committee members to take request for space back to their Councils for discussion.

C5 VERIFICATION OF PREVIOUS MINUTES

- a) Regular Meeting Minutes - September 18, 2018, and Special Meeting Minutes - October 2, 2018

For information purposes only. These minutes will be marked "deemed to be passed". This change is due to Committee being made up of new members as a result of the Municipal Election in October 2018.

C6 BUSINESS ARISING FROM PREVIOUS MINUTES

- a) Draft Financial Statements – returned to this meeting at request of Committee
- b) Update on Medical Centre Finance – Dr. MacKinnon suggested having the Doctors look after their own budget and the Village of Sundridge maintaining the budget for the building. This may improve efficiency. Committee would like this brought back to a meeting in a couple months.
- c) Medical Centre Basement – Recording Secretary to check insurance policy to determine if removal of mold would be covered by insurance, and what the deductible amount would be on such a claim. Also, once cost estimates are received from contractors, forward these to member municipalities for information purposes.
- d) Medical Centre Rent for 2019 – suggestions were made concerning the calculation of the 2019 rent:
- would it be possible to have the rent geared to the overhead budget. This would mean that when the overhead budget was increased, there would be an increase to the rent amount.
 - would the Committee consider a rent freeze for 2019

This to be discussed further at another meeting.

C7 CONSIDERATION OF A CLOSED SESSION

Resolution #2019-005

Moved By: Jeff McLaren
Seconded By: Marianne Stickland

That in accordance with the Municipal Act Section #239(2) the Committee moves to a Closed Meeting at 7:05 p.m. in order to address a matter pertaining to:

- a) Personal matters about an identifiable individual, including municipal or local board employees; and
 - b) Labour relations or employee negotiations
- Specifically: Labour Procedures

Carried.

Resolution #2019-006

Moved By: Jeff McLaren
Seconded By: Marianne Stickland

Be it resolved that the portion of the meeting closed to the public is concluded at 7:35 p.m. and the committee will continue the meeting open to the public,
Carried.

C8 NEW BUSINESS

- a) Accounts Payable

Resolution #2019-007

Moved By: Marianne Stickland
Seconded By: Barb Belrose

That the accounts payable for the period from September 13, 2018 to December 31, 2018 in the amount of \$168,553.85, be received.

Carried.

- b) Income Statement 2018 and Monthly Summary

Resolution #2019-008

Moved By: Tom Bryson
Seconded By: Marianne Stickland

That the Income Statement for the Sundridge and District Medical Centre for the period ending December 31, 2018 be accepted as presented.

Carried.

- c) Q3 2018/2019 NP Performance Report – unavailable at this time. Will be available at next meeting

- d) Vendors of Record – Recording Secretary made Committee Members aware of process of obtaining supplies
- e) Interpretation of the word 'debt' in RNPGE Program – in the RNPGE Program it appears the word 'debt' is simply referring to expense
- f) Parking at the Medical Centre

Resolution #2019-009

Moved By: Jeff McLaren
Seconded By: Barb Belrose

That the Sundridge and District Medical Centre Committee request Property Manager to move 2 handicapped signs to allow more spaces on Nurse Practitioner's side.

Also that Recording Secretary send letters to tenants of Medical Centre regarding parking issues.

Carried.

It was requested that the Recording Secretary provide copies of Village of Sundridge's Procedural By-Law and Procurement Policy for each of the members at the next meeting.

Jeff McLaren requested that Medical Centre Committee Members approach their Councils with the desire to have a member of the public sitting on the Committee.

C9 CORRESPONDENCE

Request was made by previous Chairperson of the Sundridge and District Medical Centre Committee to attend the February meeting to bring current Committee up to date on relevant matters. Recording Secretary to extend invitation for February 19, 2019.

C10 ADJOURNMENT

Resolution #2019-010

Moved By: Marianne Stickland
Seconded By: Tom Bryson

That we do now adjourn at 8:46 p.m. until the next regular meeting Tuesday, February 19, 2019 at 6:00 p.m. or at the call of the chair.

Carried.

Steve Hicks, Chair

Judy Edwards, Recording Secretary