

**SUNDRIDGE AND DISTRICT MEDICAL CENTRE MEETING  
REGULAR MEETING MINUTES  
TUESDAY JULY 16, 2019  
6:00 P.M.  
The Village of Sundridge - Council Chambers**

**PRESENT:**           **Sundridge** – Steve Hicks, Barb Belrose  
                          **Strong** - Marianne Stickland, Kelly Elik  
                          **Joly** – Tim Bryson, Tom Bryson

**STAFF PRESENT:** Christine Hickey, Joint Committee Recording Secretary

**GUEST(S):**         Dr. Terry Starr, Dentist  
                          Dr. Sarah MacKinnon

C1    Call to Order

          The meeting was called to order at 6:00 p.m.

C2    Approval of Agenda

**Resolution # 2019-098**

**Moved By: Barbara Belrose**  
          **Seconded By: Tom Bryson**

          That the agenda for the July 16, 2019 meeting be approved as amended to add item(s):

- C7 ii) NP Trainee Exam
- C7 iii) MD Recruitment
- C8 c) Discussion of Physician Recruitment
- C8 d) 2017/2018 Budget Pertaining to Blood Lab

**CARRIED**

C3    Declaration of Pecuniary Interest

          None at this time.

C4    Deputations

          a) Dr. Starr (Lease, Flooring)

**Resolution # 2019-099**

**Moved By: Tim Bryson**  
          **Seconded By: Kelly Elik**

That the deputation by Dr. Terry Starr, Dentist at the Sundridge and District Medical Centre, regarding Rental Lease and Office Flooring, be received with thanks.

**CARRIED**

C5 Verification of Previous Minutes

a) Regular Meeting Minutes – June 18, 2019

**Resolution # 2019-100**

**Moved By: Barb Belrose**  
**Seconded By: Tom Bryson**

That the minutes of the regular meeting held on June 18, 2019 be adopted as circulated.

**CARRIED**

b) Closed Meeting Minutes – June 18, 2019

**Resolution # 2019-101**

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

That the minutes of the closed meeting held on June 18, 2019 be adopted as circulated.

**CARRIED**

C6 Business Arising from Previous Minutes

a) Draft Protocol for Maintenance and Supply Ordering

**Resolution # 2019-102**

**Moved By: Tom Bryson**  
**Seconded By: Barb Belrose**

That the Sundridge and District Medical Centre Committee approve the Protocol for Maintenance and Supply Ordering as provided on July 16, 2019 as amended to include;

Requests for purchase/maintenance/repair which have not been budgeted – These require signature of a “Permanent Healthcare Practitioner” ...

Emergency requests for service, maintenance, and repair – Should be communicated to the Custodian and Facility Maintenance or the Clerk Administrator, of the administering municipality.

**CARRIED**

b) Tour of the Sundridge & District Medical Centre Facility

**Resolution # 2019-103**

**Moved By: Tom Bryson**  
**Seconded By: Barb Belrose**

That the Medical Centre Committee thank Dr. MacKinnon very much for the tour of the facility on Thursday July 11, 2019.

**CARRIED**

c) Exterior Weepers

d) N.O.A.H. offer to committee regarding tenant space  
[SDMC Committee Delegation June 18, 2019]

**Resolution # 2019-104**

**Moved By: Tim Bryson**  
**Seconded By: Kelly Elik**

That the Sundridge and District Medical Committee have discussed the offer from N.O.A.H regarding tenant space.

That the Sundridge and District Medical Committee request that N.O.A.H. attend the August 18, 2019 Meeting.

**CARRIED**

**Resolution # 2019-105**

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

That a new Item C6 e) Sundridge and District Medical Centre parking lot be added to the agenda.

**CARRIED**

**Resolution # 2019-106**

**Moved By: Barb Belrose**  
**Seconded By: Tom Bryson**

That the Sundridge and District Medical Centre Committee direct the Clerk of the Village of Sundridge to issue an expression of Interest for the Medical Centre parking lot remediation, drainage solution and grading elevation.

**CARRIED**

**Resolution # 2019-107**

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

That the Sundridge and District Medical Centre Board agree to move Item C8 New Business to after C6 Business Arising from Previous Minutes.  
**CARRIED**

- C8 New Business  
a) Accounts Payable (Standing Item)

**Resolution # 2019-108**

**Moved By: Barb Belrose**  
**Seconded By: Tom Bryson**

That the accounts payable for the period from June 1, 2019 to June 30, 2019 in the amount of \$ 29,857.88 be received.  
**CARRIED**

- b) Income Statement 2019 (Standing Item)

**Resolution # 2019-109**

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

That the Income Statement for the Sundridge and District Medical Centre for the period ending June 30, 2019 be accepted as presented.  
**CARRIED**

- c) Discussion of Physician Recruitment

**Resolution # 2019-110**

**Moved By: Tom Bryson**  
**Seconded By: Barb Belrose**

That Physician Recruitment be added to the Sundridge and District Medical Centre August 18, 2019 Agenda.  
**CARRIED**

d) Budget Pertaining to Blood Lab

**Resolution # 2019-111**

**Moved By: Tom Bryson**  
**Seconded By: Barb Belrose**

That the cost of operating a blood lab based on previous year budget numbers was discussed.

**CARRIED**

C7 Consideration of a Closed Session – Pursuant to Section 239(2)(d) of the *Municipal Act*.

- d) labour relations or employee negotiations
  - i) Nurse Practitioner Sick Time

**Resolution # 2019-112**

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

THAT in accordance with the Municipal Act Section #239 (2) the Committee moves to a Closed Meeting at 8:23 p.m. in order to address matters pertaining to:

- a) labour relations or employee negotiations
  - i) NP Sick Time
  - ii) NP Trainee Exam
  - iii) MD Recruitment
  - iv) AP listing transaction J318 – Receiver General

**CARRIED**

The Committee received the information as presented and gave direction to Staff.

**Resolution # 2019-113**

**Moved By: Barb Belrose**  
**Seconded By: Tom Bryson**

Be it resolved that the portion of the meeting closed to the public is concluded at 8:49 p.m. and the committee will continue the meeting open to the public.

**CARRIED**

C9 Correspondence

a) SDMC Financial Statements – December 31, 2018

**Resolution # 2019-114**

**Moved By: Tim Bryson**  
**Seconded By: Kelly Elik**

That the Sundridge and District Medical Centre 2018 Financial Statements as prepared by Grant Thornton, LLP be received with thanks.

**CARRIED**

b) East Parry Sound Community Support Services – Transportation Invoice (Bloodwork)

**Resolution # 2019-115**

**Moved By: Tom Bryson**  
**Seconded By: Barb Belrose**

That the correspondence regarding transportation services for bloodwork be received with thanks.

**CARRIED**

C10 Adjournment

**Resolution # 2019-116**

**Moved By: Marianne Stickland**  
**Seconded By: Kelly Elik**

That we do now adjourn at 8:56 p.m. until the next regular meeting Tuesday, August 18, 2019, at 6:00 p.m. or at the call of the chair.

**CARRIED**

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Steve Hicks, Chairperson

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Christine Hickey, Joint Committee Recording Secretary