

**SUNDRIDGE AND DISTRICT MEDICAL CENTRE MEETING
REGULAR MEETING MINUTES
TUESDAY MARCH 20, 2018**

**6:00 P.M.
The Village of Sundridge - Council Chambers**

PRESENT: **Sundridge** – Ryan Jeffers
 Strong - Les Blackwell and Jeff McLaren
 Joly – Brian McCabe and Bruce Baker

REGRETS: **Sundridge** – Jason Newman

STAFF PRESENT: Karen Fraser, Joint Committee Recording Secretary

C1 CALL TO ORDER

The meeting was called to order at 6:00 p.m. by chairperson Ryan Jeffers.

C2 APPROVAL OF AGENDA

Resolution #2018-027

Moved By: **Les Blackwell**
Seconded By: **Brian McCabe**

That the agenda for the March 20, 2018 meeting be approved as amended by removing Item C8(d), Premises Cleaning Contract, at the request of staff.
Carried.

C3 DECLARATION OF PECUNIARY INTEREST

None.

C4 DEPUTATIONS

None.

C5 VERIFICATION OF PREVIOUS MINUTES

a) Regular Meeting Minutes – February 20, 2018

Resolution #2018-028

Moved By: Jeff McLaren
Seconded By: Les Blackwell

That the minutes of the regular meeting held on February 20, 2018 be adopted as circulated.
Carried.

- b) Closed Meeting Minutes – February 20, 2018

Resolution #2018-029

Moved By: Les Blackwell
Seconded By: Brian McCabe

That the minutes of the closed meeting held on February 20, 2018 be adopted as circulated.
Carried.

C6 BUSINESS ARISING FROM THE MINUTES

- a) Fire Inspection Order – Follow Up

Resolution #2018-030

Moved By: Les Blackwell
Seconded By: Bruce Baker

That the updated “Action Taken” spreadsheet relating to the January 23, 2018 Fire Inspection Order for the Sundridge and District Medical Centre premises, 5 Park Street, showing that the only outstanding item is Contravention #3 (missing ceiling tiles) be received; and

That the outstanding item continues to be followed for completion.
Carried.

- b) Confirmation of NP Salary

Resolution #2018-031

Moved By: Jeff McLaren
Seconded By: Les Blackwell

That fully-funded annual salary for the Nurse Practitioner be adjusted to \$103,822.00, to be consistent with the maximum allowable amount for the 2017/2018 funding year; and

That the adjustment be applied retroactively to the first day of employment which falls within that funding period.
Carried.

c) Responses to Incorporation

i) Joly Township

Resolution #2018-032

Moved By: Brian McCabe
Seconded By: Jeff McLaren

That Resolution #2018-040, dated March 13, 2018 from the Township of Joly regarding the Incorporation of Sundridge and District Medical Centre be received.

Carried.

ii) Strong Township

Resolution #2018-033

Moved By: Jeff McLaren
Seconded By: Les Blackwell

That Resolution R2018-61, dated March 13, 2018 from the Township of Strong regarding the Incorporation of Sundridge and District Medical Centre be received.

Carried.

iii) Village of Sundridge

Resolution #2018-034

Moved By: Les Blackwell
Seconded By: Bruce Baker

That Resolution #2018-054, dated February 28, 2018 from the Village of Sundridge regarding the Sundridge and District Medical Centre budget be received.

Carried.

Resolution #2018-035

Moved By: Les Blackwell
Seconded By: Brian McCabe

That having received responses from the Township of Strong, the Township of Joly and the Village of Sundridge regarding incorporation of the Sundridge and District Medical Centre; and

That having been made aware by two of the three municipalities that additional information is forthcoming, the Sundridge and District Medical Centre Committee will

defer a decision on the matter of incorporation until the additional information is received and considered.

Carried.

d) Responses to Medical Centre Budget

i) Strong Township

Resolution #2018-036

Moved By: Les Blackwell

Seconded By: Brian McCabe

That Resolution R2018-062, dated March 13, 2018 from the Township of Strong regarding the Sundridge and District Medical Centre budget be received.

Carried.

ii) Village of Sundridge

Resolution #2018-037

Moved By: Les Blackwell

Seconded By: Jeff McLaren

That Resolution #2018-266, dated March 14, 2018 from the Village of Sundridge regarding the Sundridge and District Medical Centre budget be received.

Carried.

iii) Joly Township

Resolution #2018-038

Moved By: Bruce Baker

Seconded By: Les Blackwell

That Resolution #2018-039, dated March 13, 2018 from the Township of Strong regarding the Sundridge and District Medical Centre budget be received.

Carried.

e) Review of Medical Centre Budget

Resolution #2018-039

Moved By: Brian McCabe

Seconded By: Les Blackwell

That having received responses from the Township of Strong, the Township of Joly and the Village of Sundridge regarding 2018 Sundridge and District Medical Centre Committee budget; and

That having been made aware by two of the three municipalities that additional information is forthcoming, the Sundridge and District Medical Centre Committee will defer a decision on the matter of the 2018 budget until the additional information is received and considered.

Carried.

C7 CONSIDERATION OF A CLOSED SESSION

Resolution #2018-040

Moved By: Les Blackwell
Seconded By: Brian McCabe

That in accordance with the Municipal Act Section #239 (2) the Committee moves to a Closed Meeting at 7:07 p.m. in order to address a matter pertaining to:

- a) Labour relations or employee negotiations
 - i) Staff Review

Carried.

Motion to Move Out of Closed Session

Resolution #2018-041

Moved By: Les Blackwell
Seconded By: Brian McCabe

Be it resolved that the portion of the meeting closed to the public is concluded at 7:11 p.m. and the committee will continue the meeting open to the public.

Carried.

C8 NEW BUSINESS

- a) Accounts Payable

Resolution #2018-042

Moved By: Les Blackwell
Seconded By: Jeff McLaren

That the accounts payable for the period from February 20, 2018 to March 20, 2018, in the amount of \$34,624.01 be received.

Carried.

b) Income Statement 2018

Resolution #2018-043

Moved By: Brian McCabe
Seconded By: Jeff McLaren

That the Income Statement for the Sundridge and District Medical Centre for the period ending March 20, 2018, be accepted as presented.

Carried.

c) Future Building or Renovations – Draft RFP

Resolution #2018-044

Moved By: Les Blackwell
Seconded By: Brian McCabe

That the Draft RFP for the Sundridge and District Medical Centre Renovation, be received, and that document be finalized for release before March 30, 2018 with the following amendments:

Add:

- Project description
- Parking lot, restored and possibly expanded
- Elevator/lift replacement

Alter date as appropriate from date of issue

Carried.

d) Premises Cleaning Contract

[Item C8.d) was withdrawn at the request of staff]

C9 CORRESPONDENCE

a) Request for Reserved Parking

Resolution #2018-045

Moved By: Brian McCabe
Seconded By: Bruce Baker

That the correspondence from the Nurse Practitioner dated February 28, 2018, regarding reserved parking, be received; and

That the Sundridge and District Medical Centre Committee supports the action taken by staff to accommodate the request.

Carried.

b) Request for Cleaning Schedule

Resolution #2018-046

Moved By: Brian McCabe
Seconded By: Jeff McLaren

That the correspondence from Dr. Starr's Office dated March 9, 2018, regarding a cleaning schedule be received; and

That the Sundridge and District Medical Centre Committee supports the action taken by staff to accommodate the request.

Carried.

C10 ADJOURNMENT

Resolution #2018-047

Moved By: Les Blackwell
Seconded By: Brian McCabe

That we do now adjourn at 7:37 p.m. until the next regular meeting Tuesday, April 17, 2018 at 6:00 p.m. or at the call of the chair.

Carried.

Ryan Jeffers, Chair

Karen Fraser, Recording Secretary