

**SUNDRIDGE AND DISTRICT MEDICAL CENTRE MEETING  
REGULAR MEETING AGENDA  
TUESDAY AUGUST 20, 2019  
6:00 P.M.**

**The Village of Sundridge - Council Chambers**

- C1 Call to Order
- C2 Approval of Agenda
- C3 Declaration of Pecuniary Interest
- C4 Deputations
  - a) N.O.A.H. [at the request of the SDMCC]
- C5 Verification of Previous Minutes
  - a) Special Meeting Minutes – August 6, 2019
- C6 Business Arising from Previous Minutes
  - a) Tour of the Sundridge & District Medical Centre Facility (follow up items)
  - b) Exterior Weepers [Resolution #2019-055]
  - c) Tenant Lease Agreement – Request for Amendment
- C7 Consideration of a Closed Session – Pursuant to Section 239(2) of the *Municipal Act*:
  - d) labour relations or employee negotiations
    - i) Nurse Practitioner
  - e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board
- C8 New Business
  - a) Accounts Payable (Standing Item)
  - b) Income Statement 2019 (Standing Item)
  - c) Ownership of the Sundridge & District Medical Centre Building
  - d) Communication Strategy
  - e) Expression of Interest for Medical Centre Parking Lot - Draft
  - f) Ontario Health Team (OHT) Application Update (Marianne Strickland)
  - g) International Medical Graduates Information
  - h) Recruitment Forum & Career Fair
- C9 Correspondence  
None
- C10 Adjournment

\*\*The next meeting of the SDMCC will be on Tuesday September 17, 2019\*\*

C5a)  
Aug. 20/19

**SUNDRIDGE AND DISTRICT MEDICAL CENTRE MEETING  
SPECIAL MEETING MINUTES  
TUESDAY AUGUST 6, 2019  
6:00 P.M.**

**The Village of Sundridge – Administration Office**

**PRESENT:**           **Sundridge** – Steven Hicks, Barbara Belrose  
                          **Strong** – Marianne Stickland, Jason Cottrell  
                          **Joly** – Tim Bryson, Tom Bryson

**STAFF PRESENT:** Nancy Austin, Joint Committee Recording Secretary

C1    Call to Order

The meeting was called to order at 6:02 p.m. by the Chair.

C2    Approval of Agenda

**Resolution #2019-117**

**Moved By: Tim Bryson**

**Seconded By: Marianne Stickland**

That the agenda for the August 6, 2019 Special Meeting be approved.

**Carried.**

C3    Declaration of Pecuniary Interest

None

C4    Deputations

None

C5    Verification of Previous Minutes

a) Regular Meeting Minutes – July 16, 2019

**Resolution #2019-118**

**Moved By: Barbara Belrose**

**Seconded By: Tom Bryson**

That the minutes of the regular meeting held on July 16, 2019 be approved.

**Carried.**

b) Closed Meeting Minutes – July 16, 2019

**Resolution #2019-119**

**Moved By: Barbara Belrose**

**Seconded By: Tom Bryson**

That the minutes of the closed meeting held on July 16, 2019 be adopted as circulated.

**Carried.**

C6 Business Arising from Previous Minutes  
None

C7 Consideration of a Closed Session – Pursuant to Section 239(2) of the *Municipal Act*:  
None

C8 New Business  
a) Tenant Lease Agreement – Draft

**Resolution #2019-120**

**Moved By: Jason Cottrell**  
**Seconded By: Barbara Belrose**

That the Sundridge and District Medical Centre Committee has reviewed the Draft Tenant Lease Agreement for the current Dental Practice, and;

That the following items be incorporated into the lease agreement;

- #4 yrs of the lease agreement
- #5yrs for the renewal of lease

And;

That the Chairperson of the Sundridge & District Medical Centre Committee is authorized to execute a lease agreement with the current tenant of the Dental Practice.  
**Carried.**

C9 Correspondence  
None

C10 Adjournment

**Resolution #2019-121**

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

That we do now adjourn at 6:17 p.m. until the next regular meeting Tuesday, August 20, 2019, at 6:00 p.m. or at the call of the Chair.

**Carried.**

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Steven Hicks, Chairperson

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Nancy Austin, Joint Committee Recording Secretary


C6b)  
**COPY**

Aug 20/19

Sundridge and District Medical Centre  
PO Box 245  
Sundridge Ontario  
POA 1Z0

Resolution No. 2019-055

Tuesday, April 16, 2019

MOVED BY: 

SECONDED BY: Tom Bryson

That the Sundridge and District  
Medical Centre Committee  
request the caretaker to hire a  
contractor to scope the exterior  
weepers with a camera. Price not  
to exceed \$500.00 before tax, and will  
be included in 2019 budget.

Motion Carried: B. Belrose

Motion Defeated: \_\_\_\_\_

Chairperson \_\_\_\_\_

Recorded Vote: \_\_\_\_\_ Yea \_\_\_\_\_ Nay \_\_\_\_\_

- Tim Bryson
- Tom Bryson
- Jason Cottrell
- Marianne Stickland
- Barb Belrose
- Steve Hicks

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Aug. 20/19

THIS AGREEMENT made the 6th day of August, 2019

**BETWEEN**            **THE CORPORATION OF THE VILLAGE OF SUNDRIDGE,**  
**TOWNSHIP OF STRONG and TOWNSHIP OF JOLY** in the District  
of Parry Sound, Province of Ontario (hereinafter called the Lessor)  
and **DR. TERRY STARR** (herein called the Lessee)

1. The Lessor will rent to the Lessee, 2049 square feet of office space, located in the Sundridge and District Medical Facility, 5 Park Street, Sundridge for the use of a Dental Practice for a total of 4 years.
2. The Lessee covenants and agrees to pay a monthly rent for the office space at the current rate of \$1.88 per square foot plus tax for a total monthly payment of \$4352.90, inclusive of heat, hydro, cleaning services, parking and snow removal. Rent shall be payable on the first of each month.
3. The rental rate for the office space will be reviewed annually by the Sundridge and District Medical Centre Committee and 90 days advanced notice will be provided of any changes to the rental rates.
4. The Lessor covenants and agrees to provide the Lessee with keys to the office space, the Lessee shall be responsible for the security of the premises.
5. The Lessee covenants and agrees to secure public liability insurance in a suitable amount covering all liabilities that may arise out of the use of the above mentioned office space.
6. The Lessee Covenants and Agrees that they will return the premises to the Lessor at the end of the term herein in good repair and condition with reasonable wear and tear accepted. The Lessee will replace any broken, damaged or missing items caused by renter negligence or will in lieu thereof pay a fair compensation for such damage.
7. The Lessee Covenants and Agrees to advise the Lessor of any alternations or modifications the Lessee intends to make to the premises.
8. The Lessor Covenants and Agrees that they will maintain and keep the premises in good repair and comply with health, safety and maintenance standards.
9. It is further understood and agreed between the parties that the Lessee shall have the right to renew this lease for another 5 years by giving the Lessor 90 days advance notice in writing of its intention to renew the said lease. At such time, terms and conditions of this agreement can be modified by the Lessor.

10. The Lessee shall not permit, rent out or allow the leased space to be used by any other organization, group or users with out the express written permission of the Sundridge and District Medical Centre Committee.
11. This Lessee shall be permitted to transfer this agreement, if the current use of the office space remains as a Dental Practice and written permission of the Sundridge and District Medical Centre Committee is received. At such time a new lease will be provided.
12. If the Lessor or Lessee wishes to terminate this agreement, 90 days written notice must be given to the other party.

By signing this agreement, the Lessee and the Lessor agree to follow the terms and conditions.

(Lessee Signature)	(Date)
(Lessee Name)	
(Lessee Signature)	(Date)
(Lessee Name)	

(Sundridge and District Medical Centre Chair)	(Date)

**Sundridge & District Medical Centre**  
**Transactions by Account Report 07/01/2019 to 07/31/2019**

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**Sorted by: Transaction Number**

Date	Comment	Source #	Trans. No.	Debits	Credits	Balance	
1010	<b>BANK ACCOUNT</b>					54,261.42	Dr
07/04/2019	Deposit July 2, 2019	July Rent	J389	4,306.15	-	58,567.57	Dr
07/04/2019	Deposit July 3, 2019	July Rent	J390	4,352.90	-	62,920.47	Dr
07/04/2019	NP Rent July	July rent	J391	-	1,263.59	61,656.88	Dr
07/04/2019	NP Rent July	July rent	J391	1,263.59	-	62,920.47	Dr
07/04/2019	SARAH J. MACKINNON MEDICINE ...	9560	J397	-	40.66	62,879.81	Dr
07/04/2019	TOWNSHIP OF JOLY	9562	J398	-	80.00	62,799.81	Dr
07/04/2019	TOWNSHIP OF STRONG	9563	J399	-	400.00	62,399.81	Dr
07/04/2019	VILLAGE OF SUNDRIDGE	9564	J400	-	1,080.00	61,319.81	Dr
07/09/2019	SARAH J. MACKINNON MEDICINE ...	9566	J408	-	91.04	61,228.77	Dr
07/09/2019	Society of Rural Physicians of Canada	9567	J409	-	157.50	61,071.27	Dr
07/09/2019	SUPREME BASICS	9568	J410	-	94.90	60,976.37	Dr
07/18/2019	July 12, 2019 Cheque Date	Payroll	J415	-	1,357.37	59,619.00	Dr
07/19/2019	AGILIS NETWORKS	9569	J425	-	339.00	59,280.00	Dr
07/19/2019	Enbridge Gas Inc	9570	J426	-	41.39	59,238.61	Dr
07/19/2019	GRANT THORNTON LLP	9571	J427	-	2,463.40	56,775.21	Dr
07/19/2019	NORTH BAY HYDRO	9572	J428	-	30.96	56,744.25	Dr
07/19/2019	TELUS HEALTH SOLUTIONS	9573	J429	-	937.90	55,806.35	Dr
07/29/2019	Reimburse NP Rec Wages - May	Deposit July 19, 201	J430	327.78	-	56,134.13	Dr
07/29/2019	Cheque Date July 26, 2019	Pay Period # 15	J431	-	2,272.67	53,861.46	Dr
07/31/2019	DR PETER ZEINDLER	9574	J444	-	5,206.16	48,655.30	Dr
07/31/2019	East Parry Sound Community Suppo...	9575	J445	-	31.50	48,623.80	Dr
07/31/2019	GLEN MARTIN	9576	J446	-	348.97	48,274.83	Dr
07/31/2019	KIDDS HOME HARDWARE	9577	J447	-	80.03	48,194.80	Dr
07/31/2019	LAKELAND POWER	9578	J448	-	582.23	47,612.57	Dr
07/31/2019	RECEIVER GENERAL	9581	J449	-	1,288.58	46,323.99	Dr
07/31/2019	SARAH J. MACKINNON MEDICINE ...	9582	J450	-	7,232.73	39,091.26	Dr
07/31/2019	TELIZON	9583	J451	-	345.07	38,746.19	Dr
07/31/2019	VILLAGE OF SUNDRIDGE	9584	J452	-	1,681.23	37,064.96	Dr
07/31/2019	KIDDS HOME HARDWARE	9586	J456	-	23.71	37,041.25	Dr
07/31/2019	July Bank Rec	July Bank Rec	J457	73.75	-	37,115.00	Dr
07/31/2019	July Bank Rec	July Bank Rec	J457	16,337.25	-	53,452.25	Dr
07/31/2019	July Bank Rec	July Bank Rec	J457	13,088.00	-	66,540.25	Dr
				<u>39,749.42</u>	<u>27,470.59</u>		

**Sundridge & District Medical Centre**  
**Income Statement 01/01/2019 to 07/31/2019**

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## REVENUE

## REVENUE- BUILDING

RENTAL INCOME-DR ZEINDLER	13,317.92
RENTAL INCOME-DR STARR	26,964.84
RENTAL INCOME-NURSE PRA...	7,827.61
RENTAL INCOME- DR MACKIN...	13,357.40
INTEREST	519.77
<b>TOTAL BUILDING INCOME</b>	<b>61,987.54</b>

## REVENUE DR Z &amp; DR M

CSC INC DR ZEINDLER & MAC...	110,456.40
<b>TOTAL CSC INCOME DR Z &amp; D...</b>	<b>110,456.40</b>

## REVENUE NURSE PRACTITIO...

INC NURSE PRACTITIONER	89,540.00
NP Misc Income	661.91
<b>TOTAL INC NURSE PRACTITI...</b>	<b>90,201.91</b>

<b>TOTAL REVENUE</b>	<b>262,645.85</b>
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## EXPENSE

## MEDICAL CENTRE REG, EXPE...

HYDRO	3,519.35
JANITORIAL SERVICES	9,555.18
POSTAGE & COURIER	90.00
TAXES	5,349.08
OFFICE & GENERAL	482.12
INSURANCE	5,439.96
MAINTENANCE & REPAIRS	8,604.05
HEAT	1,400.89
HOT WATER TANK	164.48
AUDIT & LEGAL	-320.00
PAID TO STRONG VIA LOAN	2,800.00
PAID TO SUNDRIDGE VIA LOAN	2,240.00
PAID TO JOLY VIA LOAN	560.00
ADMINISTRATION	1,050.00
Transportation to Blood Clinics	58.50
<b>TOTAL MEDICAL CENTRE RE...</b>	<b>40,993.61</b>

## CSC DR ZEINDLER EXPENDIT...

CSC ADMINISTRATION-DR ZEI...	1,785.00
RECEPTION- DR ZEINDLER	19,850.45
OFFICE EQUIPMENT-DR ZEIN...	1,080.22
RENT- DR ZEINDLER	15,049.23
MEDICAL SUPPLIES- DR ZEIN...	1,043.51
OFFICE SUPPLIES- DR ZEINDL...	1,008.63
PHONE- DR ZEINDLER	942.13
ADVERTISING-DR ZEINLDER	657.67
COMPUTER RELATED EXP.-D...	2,808.44
INTERNET-DR ZEINDLER	791.00
POSTAGE- DR ZEINDLER	1,047.51
<b>TOTAL CSC EXPENDITURES-...</b>	<b>46,063.79</b>

## CSC DR MACKINNON EXPEND...

CSC ADMINISTRATION DR MA...	1,785.00
RECEPTION-DR MACKINNON	37,309.29
RENT-DR MACKINNON	15,093.82
MEDICAL SUPPLIES-DR MACK...	1,740.00
OFFICE SUPPLIES-DR MACKI...	747.03
PHONE-DR MACKINNON	942.13
ADVERTISING-DR MACKINNON	9.72



**Sundridge & District Medical Centre**  
**Income Statement 01/01/2019 to 07/31/2019**

COMPUTER RELATED-DR MA...	2,808.45
INTERNET-DR MACKINNON	791.00
POSTAGE-DR MACKINNON	234.20
<b>TOTAL CSC EXPENDITURES-...</b>	<u>61,460.64</u>
<b>NURSE PRACT.OPERATION E...</b>	
ADMIN.- NURSE PRACT.	700.00
RENT- NURSE PRACT.	8,845.13
MEDICAL SUPPLIES- NURSE P...	1,439.16
OFFICE SUPPLIES- NURSE PR...	465.48
PHONE- NURSE PRACT.	532.35
ADVERTISING-NURSE PRACTI...	9.70
COMPUTER RELATED EXP.-N...	1,202.66
INTERNET-NURSE PRACTITIO...	791.00
WAGES- NURSE PRACT.	59,122.94
EMPLOYER COSTS- NP	4,808.00
<b>TOTAL OPER.EXPEND. NURS...</b>	<u>77,916.42</u>
<b>MED CENTRE NP EXPENSES</b>	
RECEPTION-MC EXP NP	9,891.75
Reception Employer Costs NP	719.79
<b>TOTAL MED CENTRE NP EXP</b>	<u>10,611.54</u>
<b>TOTAL EXPENSE</b>	<u>237,046.00</u>
<b>NET INCOME</b>	<u>25,599.85</u>

Industrial Structures

#	Seq.	Structure Code	Type	Blkg. #	Building Use	Year Built	Perimeter	Reno. Type	Reno. Year	Height	Flt
1	1	472	Office Walk-Up	1-1	First Floor Office Medical/...	1974	200.9 ft			14 ft	
1	2	472	Office Walk-Up	1-3	Addition Office Medical/D...	1987	43.3 ft			10 ft	
2	2	472	Office Walk-Up	1-2	Basement Office Medical/...	1974	54.1 ft			10 ft	
2	3	472	Office Walk-Up	1-5	Addition Office Dental/Me...	1996	94.8 ft			10 ft	
2	4	472	Office Walk-Up	1-6	Basement Office Medical/...	1996	94.8 ft			8 ft	
3	1	472	Office Walk-Up	1-4	Addition Office Dental/Me...	1990	67.2 ft			10 ft	

Property Description	
Roll Number	49 48 000 004 141 00
Address	5 PARK ST
Municipality	Sundridge
Legal	PLAN 30 LOT 21 22 23
Owner Name	SUNDRIDGE VILLAGE, STRONG TOWNSHIP, JOLY TOWNSHIP
Prop Code	401 - Small Medical
Zoning	
Is Serviced	Y
Site Area	n/a
Site Access	n/a
Frontage	198 ft
Depth	135 ft
Desi CVA	345,000
Tenant Tax Li...	N
Farm Operation	n/a

Mailing Address
C/O MEDICAL CENTRE BOARD PO BOX 245 SUNDRIDGE ON POA 1Z0

CBC  
Aug. 20/19

C8eJ  
Aug. 20/19

## Request for Information (RFI) - MC2019-001

### **Sundridge & District Medical Centre Parking Lot**

#### **Statement of Need**

The information being sought under this Request For Information is to define the scope of the project and to gather all required information pertaining to the remediation of the parking lot for budgetary consideration and construction timeframe.

#### **Background**

The Sundridge & District Medical Centre is a Community Sponsored Primary Health Care Facility. It is owned by the Township of Strong, The Township of Joly and The Village of Sundridge. Within the facility, there are various health services available, such as , General Family Practitioners, Nurse Practitioner Services , and Dental Services.

#### **Qualifications**

Proponets should list a brief corporate profile which includes company size, structure, location, affiliates, number of years in operation, number of years providing similar services, number of staff and experience relative to the Scope of Work for this RFI.

#### **Information Requested**

The information being sought is to determine the scope of the project for remediation to the parking lot, grading elevation(s) and drainage solutions.

A detailed breakdown of pricing details for the purpose of budget planning and/or developing a future Bid Request. A submission in response to an RFI does not create any contractual obligation between the Administering Municipality and the respondent.

#### **Selection of Expert**

The Sundridge & District Medical Centre Committee may consider the information contained within RFI Submissions along with any other factor besides price and capability to perform the Work that it deems in its sole discretion to be relevant to its decision including, but not limited to the following: competency, experience, project comprehension, delivery dates and references.

**Time for Reponse**

Information obtained through this RFI will be utilized for 2020 Budgetary Considerations.

An anticipated construction date would be the spring of 2020 with an anticipated completion date of summer 2020.

**RFI Submissions**

All RFI submissions are to be submitted to the Sundridge & District Medical Centre Administering Municipality by 3:00 p.m. on Friday October 4, 2019, via mail or in person at the following address:

c/o The Village of Sundridge  
P.O. Box 129  
110 Main Street  
Sundridge, ON  
P0A 1Z0

August 3, 2019

C 89)  
Aug. 20/19

Notes on Recruitment of International Medical Graduates  
(notes written by Dr. MacKinnon and edited by HealthForce Ontario)

- external recruitment involves International Medical Graduates (IMGs) in family practice that need "low supervision", mostly from US, UK, Australia and Ireland
- it is a 6-9 month process to get them in the country and working once we have identified a suitable applicant
- to identify applicants, HealthForce Ontario (HFO) sends out communication about our community to their applicant pool (eblast) and the physicians interested will contact the regional advisor (ie: Sarah Bellisle) first to assess interest level and answer licensing questions
- once vetted by HFO, we interview prospective candidates, check references and choose someone; then HFO recommends a site visit
- the site visit is normally discussed in initial conversations with a prospective physician by HFO to vet interest/licensing questions
- candidates may be eligible for some travel and accommodation reimbursement through the MOHLTC <http://www.health.gov.on.ca/en/pro/programs/northernhealth/cav.aspx>
- the College of Physicians and Surgeons of Ontario (CPSO) requires a lead MD supervisor and a backup MD supervisor
- the lead MD supervisor reviews 10 charts every 2 weeks for the first month then 10 charts monthly thereafter and has monthly meetings with the IMG, and reports back to the CPSO
- if the primary MD supervisor is not available then the backup MD supervisor takes over (holidays, illness)
- supervision is usually required for 18-24 months as the IMG works towards independent licensing (can be up to 3 years, depending on which registration pathway the physician is applying for registration. Example: if taking the Medical Council of Canada Qualifying Exams (QE1 and QEII), the restricted license can be granted for up to 3 years to allow sufficient time for the physician to pass the exams. Most physicians taking the QE1 & QEII will pass the exams within 1 year or 1 ½ yrs)
- once the MD is independently licensed, if they are a Canadian Citizen or a Permanent Resident, they can stay or go where they want to - no stats on retention; those on a work permit by way of an LMIA are restricted to the location/clinic until the work permit either expires or the physician obtains permanent residence
- some IMGs are fresh out of training and some have experience
- often need to fill out a Labour Market Impact Assessment (LMIA) (18 pages, \$1000) to get the government to do a work permit
- no funding for remuneration for lead or backup MD supervisor - I don't have an issue with this but it may be challenging to find a backup MD supervisor without some form of remuneration (There are no grants/programs by the government, however some physicians have asked for the supervisee to pay or take a portion of their billings to compensate time for providing supervision. This is not something that HFO encourages, but they have heard of such agreements before)

For LMIA

-job postings for LMIA purposes have to be "live" for a minimum of 4 weeks (28 business days) within 3 months prior to submitting an LMIA

-to qualify for LMIA, specific information has to be found in the job ad (ex: company operating name, business address, terms of employment, job duties, skills required, etc. More details on this can be found here:

<https://www.canada.ca/en/employment-social-development/services/foreign-workers/median-wage/high/requirements.html>

-there should be a minimum of 3 job ads, (or considered recruitment activities); 2 should reach a national audience (across Canada), 1 can be local (ex: HFO Jobs)

-a physician from outside of Canada will almost always have to have their application for registration reviewed by the registration committee (which takes approximately 3-4 months)

-for this reason, HFO often identifies the candidate first before starting the ads for the LMIA

-not all physicians will require a work permit (as some are Canadians or permanent residents already)

-HFO will be there to support the coordination & planning of putting together an LMIA (if needed) and supporting the physician through the CPSO application

-Helpful tip from HFO: Make sure HFO Jobs advertisement meets LMIA requirements. Identify 2 other possible recruitment activities that reach a national audience (for example: [CFP careers](#)). If a suitable candidate is identified, submit the 2 additional recruitment ads (should reflect same/very similar content as HFO jobs ad) as the physician begins his/her CPSO application.

-we have our ad listed in 5 locations: HFO (HealthForce Ontario), CFP Careers (College of Family Physicians of Canada), SRPC (Society of Rural Physicians of Canada), CASPR (Canadian Association of Staff Physician Recruiters), Indeed

-I have modified our ad to qualify for LMIA on August 2, 2019

If the Committee would like to proceed with this option after the August meeting, send me an email and I will work with HFO to send out our eblast (already written).

I hope this is helpful.

Dr. Sarah MacKinnon

# RECRUITMENT FORUM & CAREER FAIR - NORTH EAST

Holiday Inn - 1696 Regent Street, Sudbury

CBH  
Aug. 20/19

Northern Ontario School of Medicine  
& HealthForceOntario Marketing and  
Recruitment Agency

**Thursday, September 19, 2019**

**Recruitment Forum: 9:00 AM to 3:30 PM**

**Career Fair: 12:00 PM to 1:30 PM & 4:30 PM to 6:00 PM**

## REGISTRATION FORM

Contact Name: \_\_\_\_\_

\_\_\_\_\_

Organization Name: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Number of Representatives Attending: \_\_\_\_\_

Names of Representatives Attending: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Do you have dietary restrictions?**

Yes Please specify: \_\_\_\_\_

\_\_\_\_\_

No

**Will you require access to the following for the job fair event?**

Electrical outlet (please bring your own extension cords)

Note: a table and 2 chairs will be provided and WiFi is complementary.

**Spots are limited and registrations will be processed in the order they are received. The deadline for registration and payment is Wednesday, August 28, 2019.**

### REGISTRATION FORM:

Please return the completed registration form via email to: [s.belisle@healthforceontario.ca](mailto:s.belisle@healthforceontario.ca)

### PARTICIPANT FEE:

**\$150** per booth with 1 representative  
plus **\$50** per additional representative

Please make a cheque payable to  
"Northern Ontario School of Medicine"  
and mail with a copy of the completed form to:

**REGINA MERTZ**

**Financial Services Coordinator**

**Northern Ontario School of Medicine**

**Lakehead University - BSC 2020**

**955 Oliver Road**

**Thunder Bay, ON P7B 5E1**

If you have any questions please contact:

**SARAH BELISLE**

**Regional Advisor, HealthForceOntario**

[s.belisle@healthforceontario.ca](mailto:s.belisle@healthforceontario.ca)

**705-465-0603**



Northern Ontario  
School of Medicine  
École de médecine  
du Nord de l'Ontario  
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**Ontario**

HealthForceOntario Marketing  
and Recruitment Agency