

**SUNDRIDGE AND DISTRICT MEDICAL CENTRE MEETING
REGULAR MEETING MINUTES
MONDAY DECEMBER 9, 2019
6:00 P.M.
The Village of Sundridge - Council Chambers**

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

STAFF PRESENT: Nancy Austin, Joint Committee Recording Secretary

GUEST(S): Dr. Sarah Mackinnon

C1 Call to Order

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

C2 Approval of Agenda

Resolution # 2019-194

Moved By: **Tim Bryson**
Seconded By: **Tom Bryson**

That the agenda for the December 9, 2019 Regular Meeting be approved as amended to add Item C4a) Deputation, C7d) Closed Session, and, to re-order the agenda to have Item C4a) to follow Item 6.

Carried.

C3 Declaration of Pecuniary Interest
None

C5 Verification of Previous Minutes
a) Regular Meeting Minutes – November 19, 2019

Resolution # 2019-195

Moved By: **Barbara Belrose**
Seconded By: **Marianne Stickland**

That the minutes of the regular meeting held on November 19, 2019 be approved.
Carried.

C6 Business Arising from Previous Minutes
None

- C4 Deputations
- a) Dr. Sarah MacKinnon
- Transition recruitment to SDMCC January 2020
 - NP Management
 - MD #2 office/practice management
 - SDMCC Communication
 - Exit interviews with Dr. Gzik and NP Kayla King
 - Tasks from November/December

Resolution # 2019-196

Moved By: Tim Bryson
Seconded By: Tom Bryson

That the deputation by Dr. Sarah MacKinnon be received with thanks.
Carried.

- C7 Consideration of a Closed Session – Pursuant to Section 239(2) of the *Municipal Act*:
- d) labour relations or employee negotiations
- i) Medical Doctor Recruitment
 - ii) Medical Doctor #2

Resolution #2019-197

Moved By: Jason Cottrell
Seconded By: Marianne Stickland

THAT in accordance with the Municipal Act Section #239 (2) the Committee moves to a Closed Meeting at 6:20 p.m. in order to address matters pertaining to:

- d) labour relations or employee negotiations;
- i) Medical Doctor Recruitment
 - ii) Medical Doctor #2

Carried.

Resolution #2019-198

Moved By: Tim Bryson
Seconded By: Tom Bryson

Be it resolved that the portion of the meeting closed to the public is concluded at 6:31 p.m. and the committee will continue the meeting open to the public.

Carried.

C8 New Business

a) Booties to keep new flooring clean

Resolution #2019-199

Moved By: Barbara Belrose

Seconded By: Jason Cottrell

That the Sundridge and District Medical Centre Committee has discussed Item C8s) Booties to keep new flooring clean.

Carried.

The Sundridge & District Medical Centre Committee will not be purchasing this item at this time.

b) Remove a small portion of drywall to aid in the 'breathing/drying out' of the basement walls due to water issues

Resolution #2019-200

Moved By: Jason Cottrell

Seconded By: Marianne Stickland

That the Sundridge and District Medical Centre Committee has discussed Item C8b) Remove a small portion of drywall to aid in the 'breathing/drying out' of the basement walls due to water issues.

Carried.

The Sundridge & District Medical Centre Committee agreed that the Custodian/Facility Maintenance personnel would carry out the above stated drywall removal.

c) Tenant Lease – request for revisions to existing agreement

Resolution #2019-201

Moved By: Tom Bryson

Seconded By: Jason Cottrell

That the Sundridge and District Medical Centre Committee has discussed Item C8c) Tenant Lease – request for revisions to existing agreement.

Carried.

The Sundridge & District Medical Centre Committee agreed to a 10-year lease agreement with the option for a 5-year renewal, along with the removal of the termination clause from the agreement.

d) SDMC Maintenance Listing

Resolution #2019-202

Moved By: Jason Cottrell
Seconded By: Marianne Stickland

That the Sundridge and District Medical Centre Committee has discussed Item C8d) SDMC Maintenance Listing.
Carried.

e) Backup/Emergency Generator

Resolution #2019-203

Moved By: Tim Bryson
Seconded By: Tom Bryson

That the Sundridge and District Medical Centre Committee has discussed Item C8e) Backup/Emergency Generator. Committee will not be moving forward with a generator as the solution. Recommending researching a solution regarding a natural gas refrigeration unit for the medicine in the medical centre. Budget for refrigeration purchase will be covered by budget for generator.
Carried.

f) Office Manager for Facility

Resolution #2019-204

Moved By: Tim Bryson
Seconded By: Jason Cottrell

That the Sundridge and District Medical Centre Committee has discussed Item C8f) Office Manager for Facility. We will not be proceeding with an Office Manager. We will be looking at restructuring and clarifying the roles and responsibilities of the committee and the administrating municipality over the coming 8 to 10 weeks to decide what further steps need to be taken and that options for a professional recruiter be brought back to a subsequent meeting.
Carried.

g) Request for Proposal for Renovation

Resolution #2019-205

Moved By: Barbara Belrose
Seconded By: Marianne Stickland

That the Sunridge and District Medical Centre Committee has discussed Item C8g) Request for Proposal for Renovation.
Carried.

h) Accounts Payable (Standing Item)

Resolution # 2019-206

Moved By: Barbara Belrose
Seconded By: Marianne Stickland

That the accounts payable for the period from November 1, 2019 to November 29, 2019 in the amount of \$44,545.76 be approved.

Carried.

i) Income Statement (Standing Item)

Resolution # 2019-207

Moved By: Tim Bryson
Seconded By: Tom Bryson

That Item C8i) Income Statement for the Sundridge and District Medical Centre for the period ending November 29, 2019 be accepted as presented.

Carried.

C9 Correspondence
None

Resolution # 2019-208

Moved By: Tim Bryson
Seconded By: Jason Cottrell

That the SDMCC directs staff to confirm the ownership of the lands in which the medical centre facility lies on and report back to the next meeting of the committee.

Carried.

C10 Adjournment

Resolution # 2019-209

Moved By: Jason Cottrell
Seconded By: Tom Bryson

That we do now adjourn at 7:55 p.m. until the next regular meeting Tuesday, January 21, 2020, at 6:00 p.m. or at the call of the Chair.

Carried.

Steven Hicks, Chairperson

Nancy Austin, Joint Committee Recording Secretary