

**SUNDRIDGE AND DISTRICT MEDICAL CENTRE MEETING  
REGULAR MEETING MINUTES  
TUESDAY JANUARY 16, 2018**

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

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

**STAFF PRESENT:** Karen Fraser, Joint Committee Recording Secretary  
                                 Terra Watkins, Nurse Practitioner

**C1 CALL TO ORDER**

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

**C2 APPROVAL OF AGENDA**

**Resolution #2018-001**

**Moved By:**               **Bruce Baker**  
**Seconded By:**       **Jeff McLaren**

That the agenda for the January 16, 2018 meeting be approved as amended to reflect a meeting date of December 19, 2017 in Item C5(a).  
**Carried.**

**C3 DECLARATION OF PECUNIARY INTEREST**

*None.*

**C4 DEPUTATIONS**

*None.*

**C5 VERIFICATION OF PREVIOUS MINUTES**

a)       Regular Meeting Minutes – December 19, 2017

**Resolution #2018-002**

**Moved By: Jeff McLaren**  
**Seconded By: Les Blackwell**

That the minutes of the regular meeting held on December 19, 2017 be adopted as circulated.  
**Carried.**

**C6 BUSINESS ARISING FROM THE MINUTES**

- a) Memo – Medical Centre Fire Inspection

**Resolution #2018-003**

**Moved By: Brian McCabe**  
**Seconded By: Bruce Baker**

That the correspondence from the Joint Committee Recording Secretary, dated January 16, 2018 regarding Medical Centre Fire Inspection, be received.  
**Carried.**

**C7 CONSIDERATION OF A CLOSED SESSION**

**Resolution #2018-004**

**Moved By: Les Blackwell**  
**Seconded By: Jeff McLaren**

That in accordance with the Municipal Act Section #239 (2) the Committee moves to a Closed Meeting at 6:04 p.m. in order to address a matter pertaining to:

- a) Labour relations or employee negotiations  
i) NP Benefits and Wages

**Carried.**

**Motion to Move Out of Closed Session**

**Resolution #2018-005**

**Moved By: Les Blackwell**  
**Seconded By: Bruce Baker**

Be it resolved that the portion of the meeting closed to the public is concluded at 6:14 p.m. and the committee will continue the meeting open to the public.  
**Carried.**

**C8.e) NP Home Visits – Request by Collaborating Physicians**

*[Item C8.e) was re-ordered to Follow Item C7.a)]*

**Resolution #2018-006**

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

That the correspondence from Dr. Sarah MacKinnon dated January 6, 2018 regarding home visits by the Nurse Practitioner be received; and

That the Village of Sundridge investigate insurance implications for same, and propose some exploratory questions to the doctors before the committee considers the matter further.

**Carried.**

**C8 NEW BUSINESS**

a) Accounts Payable

**Resolution #2018-007**

**Moved By: Jeff McLaren**  
**Seconded By: Les Blackwell**

That the accounts payable for the period from December 19, 2017 to December 31, 2017, in the amount of \$37,089.14, be received.

**Carried.**

b) Budget Year to Date Review of 2017 Budget

**Resolution #2018-008**

**Moved By: Les Blackwell**  
**Seconded By: Jeff McLaren**

That the Income Statement for the Sundridge and District Medical Centre for the period ending December 31, 2017, be accepted as presented.

**Defeated.**

c) Future Building or Renovations – Memo Draft RFP

**Resolution #2018-009**

**Moved By: Les Blackwell**  
**Seconded By: Bruce Baker**

That the correspondence from the Joint Committee Recording Secretary, dated January 16, 2018 regarding Draft RFP Package – Medical Centre be received; and

That the RFP be drafted to require:

- Construction-ready drawings/permit-ready drawings
- An option for project management

**Carried.**

d) 2018 Budget

**Resolution #2018-010**

**Moved By: Brian McCabe**  
**Seconded By: Jason Newman**

That the 2018 Budget Worksheet for the Sundridge and District Medical Centre be received; and

That the Village of Sundridge be requested to provide additional information for the committee's consideration at the February 20, 2018 meeting.

**Carried.**

e) NP Home visits – Request by Collaborating Physicians

*[Item C8.e) was re-ordered to follow Item C7.a)]*

f) Updated R & R Report

**Resolution #2018-011**

**Moved By: Les Blackwell**  
**Seconded By: Jeff McLaren**

That the correspondence from the Joint Committee Recording Secretary, dated January 16, 2018 regarding 2017 2018 Recruitment and Retention Report to MOHLTC be received; and

That the Village of Sundridge be directed to make appropriate changes to the required field as identified in the memo and re-submit the report promptly.

**Carried.**

**C9 CORRESPONDENCE**

*None.*

**C10 ADJOURNMENT**

**Resolution #2018-012**

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

That we do now adjourn at 7:35 p.m. until the next regular meeting Tuesday, February 20, 2018 at 6:00 p.m. or at the call of the chair.  
**Carried.**

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Ryan Jeffers, Chair

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Karen Fraser, Recording Secretary