

Lucknow Community Health Centre Board



TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

March 12, 2020 at 6:00 pm

Lucknow Fire Hall

Minutes

Members Present:

Township of Ashfield-Colborne-Wawanosh

Township of Huron-Kinloss

Township of Huron-Kinloss

Wayne Forster

Jim Hanna

Carl Sloetjes

Staff and Others Present:

Board Secretary

Florence Witherspoon

1. Call to Order

Carl Sloetjes called the meeting to order at 6:00 pm.

2. Disclosure of Pecuniary Interest

None declared.

3. Adoption of Previous Minutes

Moved by: Jim Hanna

Resolution Seconded by: Wayne Forster

No. 1 THAT the Minutes dated January 23, 2020 of the Lucknow Community Health Centre Board be adopted as circulated.

CARRIED

4. Business Arising from the Minutes

None.

5. 2019 Year End Financial Report

The Board reviewed the 2019 Year End Report.

6. Member Composition

We have provided the Board with a copy of the agreement between the Township of ACW and the Township of HK with regards to the operation of the Lucknow Community Health Centre Board.

Moved by: Wayne Forster
Seconded by: Jim Hanna
Resolution No. 2 THAT the Lucknow Community Health Centre Board recommend to each respective Council that the composition of the Board be as determined in the original agreement.

CARRIED

7. Lease with Dr. Puntillo and Dr. Henderson

The Doctors have signed the lease and has been sent to each respective Council for execution.

8. Cleaning of the Medical Centre

Staff have prepared a report outlining the new costs associated with cleaning at the Medical Centre. The Board acknowledged that the facility would require a different standard of cleaning and that this is a new part of doing business.

9. Lease Amending Agreement – Dental Suite

Staff have received a signed copy of the Dental Suite Lease Amending Agreement. It has been sent to each respective Council for execution.

10. Concrete Donation and Memorial Bench

The Board is receptive to replacing all concrete around the exterior of the whole facility. It was further confirmed that a pad should be poured for the dumpster area, with anchors included for future fencing around the bin. Staff have reached out to two local contractors, only one has responded to date.

Moved by: Wayne Forster
Seconded by: Jim Hanna
Resolution No. 3 THAT the Lucknow Community Health Centre Board allow an expenditure of up to \$10,000 to accommodate the replacement of the concrete around the Lucknow Medical Centre.

CARRIED

11. Capital Reserve – Annual Capital Review

At ACW Council, it was recommended that the Board consider setting aside funds to address any capital items in the future. To facilitate future the capital maintenance of the building, it was further recommended that a member of the Board and a member of staff arrange to review the building annually to consider any capital upgrades that would be needed. It was determined that the Secretary and a member of the Board would review the building annually during the early fall.

Moved by: Jim Hanna
Seconded by: Wayne Forster
Resolution No. 4 THAT the Lucknow Community Health Centre Board request each respective Council to establish a reserve fund for the Lucknow Medical Centre;
AND FURTHER THAT a contribution be made annually in the amount of \$5000.00.

CARRIED

12. Medical Centre Waiting Room and Outstanding Items

Board member Jim Hanna requested a discussion on the chairs in the waiting room as well as the lack of facilities to entertain children. Staff advised that the chairs were ordered by the doctors. The Board directed the secretary to order new more comfortable chairs, including chairs with arm rests and wider chairs to accommodate larger patients.

Board member Wayne Forster requested a discussion on the continuing noise issue within the facility. The secretary will reach out to Domm Construction to see if there are any recommendations that they would have on diminishing noise within the building.

13. New Business

None.

14. Next Meeting

It was discussed that at the next Fire Board meeting, a recommendation will be brought forward to schedule regular monthly meetings that would be cancelled if it was determined that a meeting would not be needed. The Board agreed that they would hold the Lucknow Community Health Centre Board meetings prior to the Fire Board Meeting, at 6pm, should the need for a meeting arise.

15. Adjournment

Moved by: Wayne Forster
Resolution Seconded by: Jim Hanna
No. 5 **THAT the Lucknow Community Health Centre Board adjourn at 6:30pm to reconvene at the call of the Chair.**

CARRIED

Chair, Carl Sloetjes

Secretary, Florence Witherspoon