

Grand Valley & District Medical & Dental Board
January 11, 2016 at 1:00 pm at the Grand Valley Municipal Office

In attendance; Jane Aultman, Heather Foster, John Ince, Frances Pinkney, Elizabeth Taylor, Rick Taylor, Violet Bromley

Regrets; none

1. Call to order

Meeting was called to order by Chair Jane Aultman.

2. Declaration of pecuniary interest or conflict of interest

Chairperson Aultman asked if there were any pecuniary or conflicts of interest; none were declared at this time.

3. Approval of Agenda

The agenda for today's meeting was reviewed and the following motion was passed.

#2016-01-01

MOVED BY: Elizabeth Taylor

SECONDED BY: John Ince

BE IT RESOLVED THAT the agenda dated January 11, 2016 be approved as presented.

"CARRIED"

4. Approval of Minutes

The minutes of the previous meeting were reviewed and the following motion passed.

#2016-01-02

MOVED BY: Rick Taylor

SECONDED BY: Frances Pinkney

BE IT RESOLVED THAT the minutes of the meeting held December 7, 2015 be adopted as circulated.

"CARRIED"

5. Business arising from Minutes

6. In-Camera

7. Unfinished Business

7.1 Lease Renewal for HHN, Feb 1, 2016

- Lease has been signed by Board Chair, Secretary will arrange tenant's signature

7.2 DAFHT notification of vacating premises March 31, 2016

- Secretary to offer additional space to Dental office first
- Additional space may also be offered to other local medical professionals
- If no interest is declared, then an advertisement will be placed
- Some updating and/or accommodating of new tenant's needs, as reasonably required, to be offered

- Upgrading of public washroom to current “accessibility standards” will be required, as well
- Secretary to arrange applicable quotations

7.3 Duct Cleaning was not completed

- due to some confusion on the scope of the work involved
- Secretary will arrange for the work to be completed asap

7.4 Draft Budget 2016

- Decision to finalize the budget has been deferred to a future meeting, until we determine what renovations, etc need to be completed downstairs
- Secretary to look into possible funding availability
- also need to look into replacing the front door railing, if the front ramps are replaced

8. New Business

8.1 Auto door mechanism

- Regarding the required repairs, the following motion was passed.

#2016-01-03

MOVED BY: Frances Pinkney

SECONDED BY: Rick Taylor

BE IT RESOLVED THAT the quotation received from NABCO for the replacement of the automatic door mechanism at the front outside door of the Medical Centre for \$1,563.00 plus applicable taxes, be approved. “CARRIED”

8.2 Annual payment for the parking lot

#2016-01-04

MOVED BY: Elizabeth Taylor

SECONDED BY: John Ince

BE IT RESOLVED THAT the annual payment of \$1,000.00 to St. Alban’s Anglican Church, for the use of their parking lot, be approved and processed. “CARRIED”

8.3 Repairs at building

- Handyman will be booked for one day per month
- Tenants will be notified and must book any required repairs in advance

9. Correspondence

10. Treasurer's Report

10.1 Deposits received

#2016-01-05

MOVED BY: Rick Taylor

SECONDED BY: Frances Pinkney

BE IT RESOLVED THAT the receipts in the amount of \$11,613.54 for December 2015 through January 2016 have been deposited into the Grand Valley Medical Centre bank account and are hereby approved. "CARRIED"

10.2 Accounts Payable

#2016-01-06

MOVED BY: John Ince

SECONDED BY: Elizabeth Taylor

BE IT RESOLVED THAT the Accounts Payable presented to the Board in the amount of \$3,777.94 for November through December 2015 be approved. "CARRIED"

11. Confirm Proceedings

#2016-01-07

MOVED BY: Frances Pinkney

SECONDED BY: Rick Taylor

BE IT RESOLVED THAT leave be given to confirm the proceedings of the Grand Valley and District Medical & Dental Board. "CARRIED"

12. Adjournment & Set date for following meeting

#2016-01-08

MOVED BY: John Ince

SECONDED BY: Elizabeth Taylor

BE IT RESOLVED THAT we do now adjourn this meeting of the Board to meet again on February 8, 2016 at 10:00am, or at the call of the Chairperson. "CARRIED"

Chairperson – Jane Aultman

Secretary – Violet Bromley