

## Capital Expansion Committee Meeting Minutes

**Date:** July 21, 2023

**Time:** 4:00 PM EST

**Attendees:** Debbie Graystone, Dominic Noel, Charline Smith, Terry Scott, and Doug Abbott

**Absentees:**

Items discussed as follows:

1. Discussed repursuing Market Mall location due to a willingness to meet our requirements regarding budget.
2. Financial analysis renovation costs have increased by 60-70% and are typically costing around 2.1-2.3 million dollars. Charline advised that the 1.2 million budgeted cost for renovations will fluctuate due to the cost increases reflected in the market.
3. Dominic continues to negotiate with Market Mall regarding the HVAC and other costs that should be the responsibility of the landlord that they have stated would be the clinic's responsibility.
4. Discussed moving forward with the 2 submissions (Queen Street and Lake Street) and submitting them to the ministry and once Market Mall's cost analysis is complete submit it separately.

Next steps:

1. Receive and review cost analysis for the 3 sites.
2. Board and Dominic agree on a preferred site.
3. Dominic will submit the information to Charline for the two sites by early next week.
4. Charline stated that if all the sites meet all of the criteria (check all the boxes) then the Ministry would have no reason not to select the preferred site.

Next meeting: August 25, 2023 at 9:00am