

Capital Expansion Committee Meeting Minutes

Date: October 13, 2023

Time: 10:00 AM EST

Attendees: Dominic Noel, Charline Smith, and Doug Abbott

Absentees: Debbie Graystone, Terry Scott

Items discussed as follows:

1. Updates from Charline –
 - a. Cost estimates in from the 3 sites.
 - b. Rationale for the preferred site of United Way building submitted to the Ministry. Charline isn't sure that it scored in the highest of the 3 sites.
 - c. Short coming of the United Way location: Parking across the street and a few spots available in front of the building. Therefore, Charline believes it will not be a major issue.
 - d. Market Mall came out on top in terms of scoring.
 - e. No updates from Michelle at the Ministry.
2. Updates from Dominic –
 - a. Lake and United Way are the two sites that clinic is able to afford.
 - b. Draft leases will be submitted to legal for review. Already reached out, waiting on a response.
 - c. Dom has been in communication with the Sault College in term property manager Mark Caruso regarding possible expansion of our current square footage available at our current location. Rental costs would need to be negotiated. Another option is the possibility of the old daycare site which is 6500 square feet which is right next to where the board meetings take place. This would allow the clinic to continue operations during renovations. Sault College has expressed interested in keeping our clinic onsite therefore we might have some more negotiation power to adjust our rental cost schedule to keep it within our budget.

Next steps:

1. Charline will follow up with Michelle today.
2. Dom will follow up with Sault College for a more formal expression of interest or offer.

Next meeting: November 10, 2023 at 10:00am