

Capital Expansion Committee Meeting Minutes

Date: February 9, 2024

Time: 10:00 AM EST

Attendees: Dominic Noel, Terry Scott, Charline Smith, Debbie Graystone and Ashley Gearing

Absentees: Doug Abbott, Ryan McLeod

Items discussed as follows:

1. Charline provided an update regarding progress in the capital expansion project. A lot of back and forth with the Ministry over the last few weeks.
2. Cost Quantity Surveyor is being requested now by the Ministry Rep. Class D was originally requested however IDEA previous provided a Class C. The Class C is one step more detailed than the Class D however it was not completed by a certified Cost Quantity Surveyor. Estimated cost around \$15,000 for this Cost Quantity Surveyor assessment.
3. Draft lease was sent to the Ministry to support their request.
4. Ministry Rep was asking for a building assessment report which isn't a thing that has been provided by the landlord. Reassurance was provided to the Ministry that all costs of project that are the responsibility of the landlord are not being included in the lease.
5. Currently on the 8th tab which is the step right before we go for tendering.
6. Dominic mentioned that the clinic is still waiting on funding announcements from the Ministry regarding an increase of the clinics overall funding. If this announcement is made and the clinic is granted a sizable increase of the overall funding then he would not recommend going forward with the Queen Street location as there are better options available with a much higher rental cost. This will be discussed further at the upcoming board meeting. Again, this is pending an announcement from the Ministry with increased funding. This will be added to the agenda and updates as they become available will be given to Terry.
7. Debbie advised that she had a conversation with Ross Romano MPP. Reviewed the difficulties that the clinic has faced regarding requests for funding. Dominic was aware and a draft report was sent to Ross Romano regarding these challenges. This draft will be sent to Terry as well.
8. The lease period for our Queen Street location ends in April. Outreach to extend the temporary lease period will be delayed also pending the Ministry announcement.

Next meeting: March 8, 2024 at 10:00am