

SUNDRIDGE AND DISTRICT MEDICAL CENTRE MEETING

REGULAR MEETING MINUTES

WEDNESDAY DECEMBER 17, 2025 @ 3:30 P.M.

PRESENT: Township of Joly: Tom Bryson, Budd Brown
Township of Strong: Jim Ronholm, Tim Bryson
Village of Sundridge: Shawn Jackson (electronic), Vicki Whitmell

STAFF: Christine Hickey (Recording Secretary)

GUESTS: Dr. Sarah MacKinnon

C1 Call to Order

The Chair called the meeting to order at 3:30 p.m.

C2 Approval of Agenda

Resolution #2025-131MC

Moved by: Budd Brown

Seconded by: Jim Ronholm

THAT the agenda for the Regular Meeting of the Sundridge & District Medical Centre Committee on December 17, 2025, be approved.

Recorded Vote:

Brown, Budd

For

x

Bryson, Tim

x

Jackson, Shawn

x

Ronholm, Jim

x

Whitmell, Vicki

x

Bryson, Tom

x

CARRIED

Against

Abstain

C3 Declaration of Pecuniary Interest - None

C4 Deputations - None

C5 Presentations – None

C12 Closed Session

Resolution #2025-132MC

Moved By: Vicki Whitmell

Seconded By: Jim Ronholm

THAT the Sundridge & District Medical Centre Committee hold a Closed Session meeting as provided for by Section 239 (2)(b) of the *Municipal Act*, 2001, as amended, and the Village of Sundridge Procedural By-law No. 2020-037 to deal with: Personal matters about an identifiable individual, including municipal or local board employees.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Ronholm, Jim	x		
Whitmell, Vicki	x		
Bryson, Tom	x		
CARRIED			

Resolution #2025-133MC

Moved By: Budd Brown

Seconded By: Vicki Whitmell

THAT the Sundridge & District Medical Centre Committee now resume the regular portion of the meeting open to the public at 3:52 p.m. after having only discussed the matters they were permitted to under the resolution authorizing the public exclusion.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Ronholm, Jim	x		
Whitmell, Vicki	x		
Bryson, Tom	x		
CARRIED			

C6 Approval of Minutes

a) Regular Meeting Minutes – November 18, 2025

The minutes of November 18 under Notice of Future Motions - to be revised to state member Tim Bryson.

Resolution #2025-134MC

Moved By: Jim Ronholm

Seconded By: Budd Brown

THAT the regular meeting minutes of the November 18, 2025 Sundridge & District Medical Centre Committee Meeting be approved.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim			x
Jackson, Shawn	x		
Ronholm, Jim	x		
Whitmell, Vicki	x		
Bryson, Tom	x		
CARRIED			

C7 New Business

a) Medical Centre – Request for Additional Exam Room (verbal)

Resolution #2025-135MC
Moved By: Tim Bryson
Seconded By: Jim Ronholm

THAT the Sundridge and District Medical Centre Committee receive the request from the Physician Group to add one additional exam room to the Main Level;

AND THAT the Committee support the Physician Group in looking into the feasibility of adding an additional exam room and the associated costs;

AND THAT the Physician Group report back to the Committee at a future meeting for further direction.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Ronholm, Jim	x		
Whitmell, Vicki	x		
Bryson, Tom	x		
CARRIED			

b) Medical Centre – Storage Space for Supplies – Lower Level (verbal)

Resolution #2025-136MC
Moved By: Vicki Whitmell
Seconded By: Shawn Jackson

THAT the Sundridge and District Medical Centre Committee receive the request from the Physician Group to utilize space on the lower level for the storage of supplies;

AND THAT the Committee approve the use of the requested space in the basement for a storage cabinet for supplies.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Ronholm, Jim	x		
Whitmell, Vicki	x		
Bryson, Tom	x		
CARRIED			

c) Sundridge and District Medical Centre – Facility Maintenance

Resolution #2025-137MC
Moved By: Shawn Jackson
Seconded By: Budd Brown

THAT the Sundridge and District Medical Centre Committee receive the information on facility maintenance for the Medical Centre;

AND THAT the Committee request that section regarding hours note that the fee is for 260 hours per year (average of 5 hours per week);

AND THAT the Committee authorize Member Shawn Jackson and the Recording Secretary to work on finalizing the Service Agreement with the Village of Burk's Falls;

AND THAT the draft agreement be brought back to the January meeting for direction.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Ronholm, Jim	x		
Whitmell, Vicki	x		
Bryson, Tom	x		
CARRIED			

C8 Correspondence – None

C9 Budget Summary & Accounts Payable

Resolution #2025-138MC
Moved By: Jim Ronholm
Seconded By: Vicki Whitmell

THAT the Sundridge & District Medical Centre Budget Summary Report for the Period of January 1, 2025 to November 30, 2025 be received;

AND THAT the Sundridge & District Medical Centre Accounts Payable for the Period of November 1, 2025 to November 30, 2025 in the amount of \$13,031.89 be approved.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Ronholm, Jim	x		
Whitmell, Vicki	x		
Bryson, Tom	x		
CARRIED			

C10 Announcements

C11 Notice of Future Motion

C12 Closed Session (moved to follow C5)

C13 Adjournment

Resolution #2025-139MC
Moved By: Budd Brown
Seconded By: Vicki Whitmell

THAT the Sundridge & District Medical Centre Committee now adjourn at 4:32 p.m. until the next regular meeting being January 20, 2026 or at the call of the Chair.

Recorded Vote:	For	Against	Abstain
Brown, Budd	x		
Bryson, Tim	x		
Jackson, Shawn	x		
Ronholm, Jim	x		
Whitmell, Vicki	x		
Bryson, Tom	x		
CARRIED			

Tom Bryson, Chair

Christine Hickey, Recording Secretary