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July 15, 2025

Sundridge & District Medical Centre PO Box 245
5 Park Street
Sundridge, ON
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Re: Sundridge & District Medical Centre Committee Minutes of June 17, 2025

Dear Committee Members,

The village administration is in receipt of the Sundridge & District Medical Centre Committee Minutes of June 17, 2025, in which the committee requested an extension to the continuation of services.

Issues have been brought forth to the committee's attention on numerous occasions over the years regarding the organizational structure, the shared service agreement, and the lack of staff to manage and oversee the medical centre facility.

These discussions have transpired over several terms of council with various reports provided to the three Councils and to the Sundridge & District Medical Centre Committee, with no resolution.

In summary:

Sundridge Council – Report on Medical Centre Administration – November 8, 2017
SDMCC – Closed Session Item of Supervisory Role at Medical Centre – November 21, 2017
SDMCC – Village of Sundridge Resolution #2017-279.03 re: Medical Centre Administration
Tri Council – Shared Service Agreements – March 28, 2019
SDMCC – Office Manager for Facility – November 19, 2019
SDMCC – Closed Session Item re: Legal Opinion on Incorporation – February 19, 2019
SDMCC – Closed Session Item re: Legal Opinion on Incorporation – March 19, 2019
SDMCC – Loan Financing for Renovations – October 20, 2020
SDMCC – Incorporation of the Medical Centre – August 17, 2021
SDMCC – Closed Session Item re: Incorporation of the Medical Centre – November 2, 2021
SDMCC – Medical Centre Administrator – December 16, 2021
Tri Council – Shared Service Agreements – July 27, 2022

The village administration via past communication on June 15, 2025 provided the Committee with a 60-day notice period after which time, services previously provided outside of the agreement, which were only provided outside of necessity and with the intention of supporting the healthcare services being offered at the clinic, would cease.

During the notice period it was the intention of administration that the Sundridge & District Medical Centre Committee would solidify the plan for updating the organizational structure and recognize and address the need for a facility staff person to oversee the facility. The village administration will not continue to fill this gap after August 11, 2025.

As previously noted, any projects currently in progress at the medical centre will be completed and the offer to assist with onboarding is still offered.

The Village administration urges the Medical Centre Committee to continue to move forward with the selected method to reorganize the structure (Not for Profit Corporation) and to hire a facility person to oversee the building.

Please provide our administration office with a contact name and number of the individual(s) that will be tasked with addressing the maintenance needs of the facility and the tenants of the facility during the transition and we will redirect the inquiries and calls for service accordingly.

Respectfully,

Nancy Millar

Nancy Millar
Clerk Administrator