



## TOWN OF MINTO

**DATE:** September 13, 2017

**REPORT TO:** Mayor and Council

**FROM:** Bill White, CAO/Clerk

**SUBJECT:** Municipal Services Corporation 2017 Update

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### STRATEGIC PLAN:

Protect the health and safety of the community and citizens, business and the environment, by supporting a quality Volunteer Fire Department, emergency preparedness, and access to health care, prevention and wellness opportunities.

#### *Actions and Initiatives*

6.1. Cultivate strong relationships with the healthcare community taking an active role in moving health initiatives forward by appointing Council representatives to local Boards, and facilitating and assisting with maintenance and development of affordable local medical facilities.

### BACKGROUND

In 2015 the Town formed a Municipal Services Corporation under Section 203 of the Municipal Act, and assumed shares of the Harriston Lion's non Profit Corporation and with it ownership of the Harriston Lion's Medical Clinic. The Lion's had wanted to dispose of the asset to the Town in the face of dwindling membership.

The mandate of the Municipal Services Corporation as set out in the 2015 Business Case is as follows:

1. Assume the Harriston Lions Community Medical Corporation as a municipal service corporation under the Municipal Act of Ontario to retain the Harriston Medical Clinic in the community according to the agreement between the Board and the Town.
2. Operate and maintain the medical clinic building in accordance with best practices to secure its long term viability as a medical service centre or for similar health related or public uses to the benefit of the area.
3. Explore and expand the municipal service corporation into an Economic Development Corporation under the Act where in the best interests of the community

The building has about 2,800 square feet in floor area, 17 paved parking spaces and a fenced play area operated by the Town on the southeast part of the property. The building contains dental offices for Dr. William VanSickle, and office space leased by the Family Health Team. Dr. Doyin Oyelowo's lease ran out in August 2017 and she chose to relocate to the new Family Health Team building in Palmerston.

Staff had been in regular contact with Dr. Oyelowo leading up to her decision, who advised her move related entirely to family and convenience of operation. Staff has met with Dr. VanSickle and has spoken to Family Health Team reps. Both parties are interested in remaining in the building. Dr. VanSickle is willing to negotiate a new lease at a higher rental rate with additional space in the building. Staff also spoke to prospective tenants in the medical field to fill remaining space. An agreement is not expected until sometime in 2018.

The previous leases drafted by the Lions need updating. A new lease was prepared early this year and will be delivered for consideration by Dr. VanSickle once the extent of the floor area left after renovation is determined. The new lease more clearly defines each party's respective costs related to the building.

#### **COMMENTS:**

The Board of Directors of the Town's Municipal Services Corporation includes the Mayor as President, C.A.O. Clerk as Vice President and Treasurer as Secretary Treasurer. The Board met in June 2015 when this Board was appointed, July 2016 as part of its regular business, and again in August 2017. An annual meeting of the Board is required under its corporate bylaws. The business of the Corporation is very routine and includes annual review of the very modest audited financial statements.

At the August 2017 meeting the Board appointed two more positions which are proposed to be filled by the Deputy Mayor and Business and Economic Manager Act. Council is asked to approve these two positions to the Board in the 2018 appointment bylaw. A larger Board will allow investigation into broadening responsibilities into areas allowed under the Municipal Act and improves communication with Council.

#### **FINANCIAL CONSIDERATIONS:**

Just over \$30,000 of revenue is earned annually from lease rates from the three tenants. The Town's Corporation turns all the funds back into the building which incurred about \$6,000 in improvements in 2016 including work on the basement, front landscaping and other minor building improvements.

#### **RECOMMENDATION:**

That Council receives the CAO Clerk's September 13, 2017 report regarding Municipal Services Corporation 2017 Update.

Bill White, C.A.O. Clerk