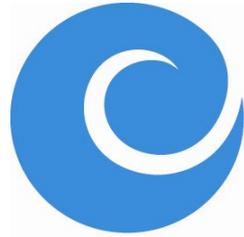


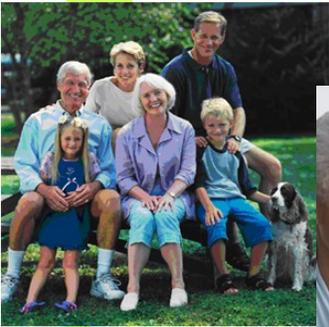
2008-2009



# Seaway Valley Community Health Centre

*Working with you for a Healthier Community*

## **ANNUAL REPORT**



**Everyone Matters.**  
*Every Individual. Every Family. Every Community.*

## **Our Mission**

The Seaway Valley Community Health Centre exists to meet the primary health care needs of the local population through a collaborating multi-disciplinary team governed by a community board.

## **Our Vision**

Working with you for a healthier community!

## **Board of Directors**

Michael Lloyd	Chair
Blake Barry	Vice-Chair
Marilyn Gowan	Treasurer
Jean Courville	Board Director
Suzanne Ross	Board Director
Debora Daigle	Board Director
Sarala Gill	Board Director
Judy Dancause	Board Director
Brian Lynch	Board Director
Marc Bisson	Resource to the Board (ex-officio)

## **Contract Staff**

Ed Halliwell – Project Manager, Capital Project

## **Contact SVCHC**

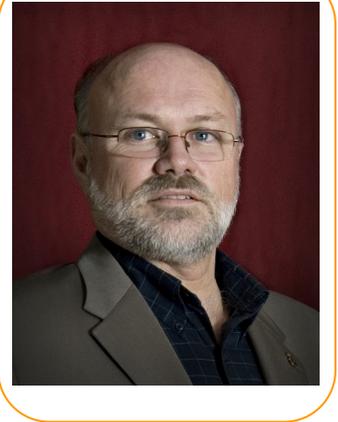
Debbie St John-de Wit, Executive Director  
Seaway Valley Community Health Centre  
55 Water Street  
Cornwall, Ontario, K6J 1A1  
Telephone: 613-936-0306  
Fax: 613-936-0521

**Charitable Registration No. 84645 7190 RR0001**

## Message From the Chair

The Seaway Valley Community Health Centre's (SVCHC's) fiscal year ending March 31, 2009 had a number of highlights. The Board of Directors is to be commended for their accomplishments and determination while awaiting approval to proceed from the Ministry of Health and Long Term Care (MOHLTC).

SVCHC applied and was granted "charitable status" from Revenue Canada. Early in the year, the Board hired Word Farm, a communications consulting firm to assist with communications to the public and to respond pro-actively to the media.



The SVCHC also worked with the Champlain Local Health Integration Network (LHIN) to create a Community Annual Planning Submission (CAPS). CAPS is a two-year plan detailing the use of LHIN funding correlated to the delivery of services. It is similar to an Operating Plan and becomes an attachment to the Multi-Sector, Service Accountability Agreement (MS-SAA) which the Board signed with the LHIN in late March 2009. The MS-SAA replaces the former Transfer Payment Agreement with the MOHLTC and sets out the regulations and accounting practices for the delivery of services and acquisition of funds.

As the Chair, I would like to thank the Board of Directors for their contributions and commitment this year as we see our facility rise from the ground. A special thank you to Ed Halliwell for his dedication and expertise related to building design and communications with the Ministry. Ed showed initiative which reduced the workload for the Board, but more importantly he demonstrated confidence and wisdom throughout the process.

We now as a Board have our one employee, Debbie St John-de Wit to whom we have given the reins to operate our new Seaway Valley Community Health Centre. It is with great confidence that we welcome her and grant her our support to lead us to our Grand Opening and beyond.

## 2008-2009 ANNUAL REPORT

The Seaway Valley Community Health Centre is a non-profit organization created to provide health services to Cornwall and area seniors, immigrants and low income individuals and families. Approved by the Ministry of Health and Long Term Care in 2007, a brand new, stand-alone 11,500 square foot facility is being built in the downtown area of Cornwall to house health programs and services.

The Board of Directors of the Seaway Valley Community Health Centre held the second Annual General Meeting (AGM) on June 24<sup>th</sup>, 2008 at 5:00 p.m., at the office of the Canadian Mental Health Association at 329 Pitt Street, Cornwall. The meeting included a presentation of a summarized financial report, a review of the past year's events and the presentation of a slate of nominees for Board Directorship. There are eight (8) standing Board Directors, plus one (1) resource member to the Board. Four additional board positions are reserved for target population representatives, which will be recruited when the CHC is operational.

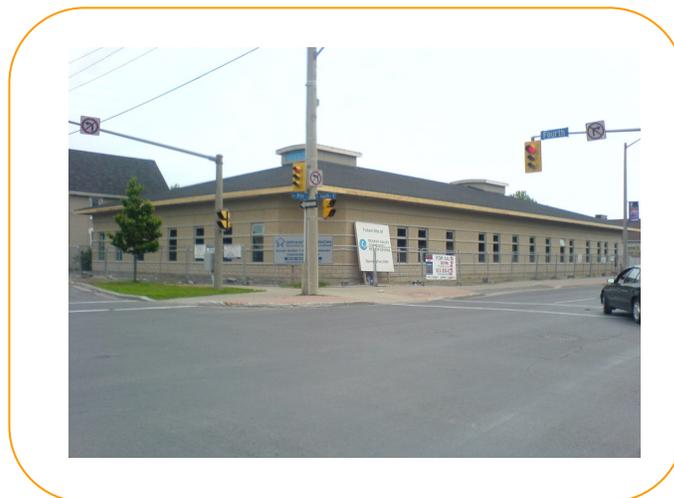
In the twelve month period since the last AGM, many exciting developments have occurred with respect to the construction of the Seaway Valley Community Health Centre and our continued effort to build our relationship and develop processes with the Champlain Local Health Integration Network (LHIN). The Board has undertaken a very proactive effort to fulfil its obligations to both the LHIN and the Ministry and to work collaboratively with other community health partners.

## Report from the Building Committee

The Building Committee worked with landlord Roger Grant and the Ministry of Health and Long Term Care (MOHLTC) to finalize the details and sign the lease for the property at 353 Pitt Street, Cornwall on October 21, 2008.

The final design outline of the building's shell was approved and the landlord tendered the exterior building construction to three (3) local firms. Grant-Marion Construction won the tender and began building the shell of the new building in October, 2008. In August, 2008, the sketch plans for the interior fit-up of the new Community Health Centre were submitted to the MOHLTC for comment and approval. The Ministry responded in January, 2009 and their comments on the sketch plans were incorporated into the plans. Approval to proceed to Working Drawings and Specifications was received from the Ministry in April 2009, with a request for the submission of final design drawings by mid-June. The building shell was erected during the 2008/09 winter months and was at 80% completion by March 31<sup>st</sup>, 2009. The interior design drawings were completed and some equipment was purchased. The completion of the capital project and the commencement of operations are expected in early 2010.

The members of the Building Committee include Michael Lloyd, Jean Courville, and Ed Halliwell.



## Project Management

Ed joins us after a brief retirement from Sherbourne Health Centre in Toronto where he was the Project Manager responsible for converting the Toronto Central Hospital into an 80,000 square foot health centre and 20 bed infirmary. He has over 30 years in health care facilities management and design in a wide range of areas including acute inpatient areas, operating rooms and emergency/ outpatient areas. During his tenure at the Cornwall General Hospital, he was responsible for all Capital Projects including the Emergency and Rehabilitation departments and most recently, the Dialysis area. He was one of the original charter members in the Canadian Healthcare Engineering Society and participated in the development of the organization's membership and bylaws.



Ed is a Cornwall native and has previous work experience in the electronics industry in Ottawa and the chemical industry both in Kingston and Cornwall. Ed's hobbies include camping, motorcycling and amateur radio. He and his wife Elizabeth, have two grown children in St. John's, NL. and Ottawa. They enjoy travelling both in Canada and the US. and try to get away often during the year.

## Report from the Recruitment Committee

In the fall of 2008, the Recruitment Committee of the Board began reviewing benefit packages and salary scales to commence the recruitment process for the inaugural Executive Director. The Executive Search firm Ray & Berndtson were engaged to carry out the search for an Executive Director and create a short-list of potential candidates. Interviews for the Executive Director position occurred in January and February, 2008, resulting in an offer of employment to the successful candidate in March, 2009. Debbie St John-de Wit was named Executive Director with a start-date in the new position of April 20, 2009.

The Recruitment Committee members consist of Suzanne Ross, Judy Dancause and Marc Bisson.

## Report from the Finance Committee

The SVCHC administers three financial streams including that of start-up funds and annualized operating dollars funded by the Champlain Local Health Integration Network and a capital grant from the Ministry of Health and Long Term Care.

The Finance Committee consists of Marilyn Gowan, Treasurer of the Board, Blake Barry and Brian Lynch.

## Financial Report