

**To: Warden and Members of County Council**

**From: Director of Public Works**

## **Community Paramedicine – Mill Street Station Space Renovation Project**

### **RECOMMENDATION**

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1. That County Council approve a Community Paramedicine Mill Street Station Space Renovation Project as described in Report No. PW 2023-21, for an estimated cost of \$31,000, fully funded by Community Paramedicine Funding.

### **REPORT HIGHLIGHTS**

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- Additional staff required to administer the Community Paramedicine Program at the Mill Street station has necessitated the need to repurpose space used for storage during the pandemic.
- The Mill Street Station requires minor renovations and furniture to properly outfit the space formerly used for Logistics storage for the purposes of the Community Paramedicine Program.
- The County's purchasing policy requires all capital projects to be approved by Council resolution if not included in the annual budget.

### **Implementation Points**

Upon Council approval of the recommendation in this report, Facilities and IT staff will facilitate the completion of the work in collaboration with Paramedic Services staff.

### **Financial Impact**

In order to renovate the Mill Street Station space to support the functional needs of the Community Paramedicine Program, staff have assessed the costs to be approximately \$31,000 as set out in Table 1.

Table 1 – Mill Street Station Space Renovation Project Estimated Costs







Capital Project Description	Estimated Cost
Installation of carpet tiles and room restoration	\$13,170
Additional electrical/IT infrastructure	9,200
Furniture	6,600
Retrofit to external door	2,000
<b>Total Estimated Cost</b>	<b>\$30,970</b>

The provincial fiscal year end is March 31, 2023 and staff have projected a surplus in funding for the Community Paramedicine Program that would sufficiently fund the cost of this project. Staff have confirmed with the Ministry that these costs will be funded at 100% and, if committed before March 31, 2023, will not impact the County’s 2023 – 2024 Community Paramedicine Program funding.

### Communications

Upon approval of this report, the costs associated with this project will be reported to the Ministry in accordance with the Transfer Payment Agreement report due by March 31, 2023.

### Strategic Plan (2020-2022)

					
<b>WORKS WELL TOGETHER</b>	<b>WELL CONNECTED</b>	<b>SHAPES THE FUTURE</b>	<b>INFORMS &amp; ENGAGES</b>	<b>PERFORMS &amp; DELIVERS</b>	<b>POSITIVE IMPACT</b>
1.ii.		3.iii.		5.i. 5.ii.	

## DISCUSSION

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### Background

In November 2021, the Province announced that it was investing in more municipalities across the province to deliver Community Paramedicine for Long-Term Care Programs. This program is designed to help seniors on long-term care waitlists stay safe in the comfort of their own homes and communities for longer periods of time. The initial funding for this program was targeted for municipalities with established, provincially funded Community Paramedicine Programs.

Prior to the announcement, Paramedic Services, in collaboration with local physicians, initiated a Palliative Care Outreach program to provide in-home assessments and treatments for palliative patients with urgent and emergency pain and symptoms management needs to prevent visits to the emergency department during the pandemic. In response, the County expressed an interest to the Ministry in delivering the expanded Community Paramedicine Program in Oxford to support a broader spectrum of patients with high-intensity healthcare needs to stay in their homes longer and were successful in receiving 100% funding to execute the program.

## **Comments**

Since its inception in October 2021, the Oxford County Community Paramedicine program, which employs 12 FTE, has utilized space previously used for Paramedic education and training at the Mill Street station. This has required our education and training needs to be accommodated off-site, mostly hosted externally by local Fire Departments.

Considering Logistics is in the process of moving to a new location, the Community Paramedicine program can now occupy the former Logistics area following minor renovations and furniture that were not anticipated at the time of the 2023 budget as staff was still actively seeking suitable storage space to relocate the Logistic materials and staff.

With Council's recent approval of the 477 Griffin Way storage facility rental agreement (Report No. [PW 2023-02](#)), the space that is being vacated at the Mill Street station will be available for the Community Paramedicine Program.

## **Conclusions**

Approval of this capital project will ensure the needs of the Community Paramedicine program are met while not impacting the operating budget in the next provincial fiscal year.

## **SIGNATURES**

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### **Report Author:**

Original signed by

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Dan P. Foster  
Supervisor of Facilities

### **Departmental Approval:**

Original signed by

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David Simpson, P.Eng., PMP  
Director of Public Works

### **Approved for submission:**

Original signed by

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Benjamin R. Addley  
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