

## Report LTCR-CW-02-17

**To:** Warden Barfoot and Members of Grey County Council  
**From:** Lynne Johnson, Director of Long Term Care  
**Meeting Date:** February 9, 2017  
**Subject:** **Home and Community Support Services Renovations at Lee Manor**  
**Status:** Recommendation adopted by Committee as presented per Resolution CW-30-17; Endorsed by County Council February 23, 2017 per Resolution CC09-17;

### Recommendation

1. **That report LTCR-CW-02-17 regarding renovations in tenant space at Lee Manor be received and that approximately \$250,000 in funding be received by Grey County from Home and Community Support Services for completion of the renovations.**

### Background

Home and Community Support Services (HCSS) has rented space at Lee Manor for the provision of adult day services since 1993. The organization provides a variety of community programs including Meals on Wheels, Non-Emergency Medical Transportation and Overnight Relief. It is a registered charity primarily funded by the South West Local Health Integration Network.

On June 7, 2016, County Council endorsed the amendment of the lease with HCSS for expansion and renovation of their program space into the former auditorium at Lee Manor. Conceptual drawings for the renovation and a preliminary cost estimate have been commissioned by HCSS and they have now confirmed their own funds for the project. As this is a County facility, HCSS will transfer the approximately \$250,000 project cost to Grey County and staff will tender the project and oversee the completion of the renovations in the expanded tenant area.

This is a similar arrangement to the one used to complete renovations in 2006 with HCSS.

## Financial/Staffing/Legal/Information Technology Considerations

Home and Community Support Services (HCSS) of Grey Bruce will transfer approximately \$250,000 to Grey County for the purpose of expansion and renovation of their rental program space at Lee Manor. Grey County will be responsible for tendering, and the Building Service Supervisor at Lee Manor will provide general oversight on the project in collaboration with HCSS' architect. Staff will be involved with all aspects of the project to ensure that required measures are in place to avoid any disruptions to ongoing, daily operations at Lee Manor.

Should there be unanticipated costs, HCSS will work with the County and contractor to identify areas of change to bring the project spending back in line with the budget or HCSS will agree to provide additional funding to cover the deficit.

The work will be procured by Grey County and will follow the County's Purchasing Policy and procedures. It is expected to be started in the fall of 2017 will be carried out in phases to minimize any disruption to services provided by Lee Manor and HCSS.

## Link to Strategic Goals/Priorities

Improved health and well-being of our residents is a priority outcome under Goal Two of the 2017-2019 Corporate Strategic Plan. Home and Community Support Services provides support that assists people throughout Grey and Bruce counties to live in their homes longer.

## Attachments and Background Information

[LTCR-SS-09-16 Home and Community Support Services Lease at Lee Manor](#)

Home and Community Support Services Conceptual Design

Respectfully submitted by,

Lynne Johnson  
Director of Long Term Care

