



***Celebrating Municipal Excellence***

# Nomination Form

***Deadline: 4:00 p.m., Thursday September 18, 2014***

*Please attach all additional pages to this cover sheet when submitting your nomination.*

## Contact Information

<b>Nominee Contact Information</b>	
<b>Name of municipality (ies) being nominated:</b>	(please include the names of all partner municipalities) Town of Cabri with the RM of Miry Creek, RM of Riverside, RM of Clinworth, RM of Pittville, Village of Abbey, Village of Hazlet, Village of Pennant, Village of Lancer, Pennant Colony, Abbey Colony, Wheatland Colony
<b>Contact Name:</b>	Dianne Hahn, Chief Administrative Officer, Town of Cabri
<b>Telephone #:</b>	306-587-2500
<b>Mailing Address:</b>	Town of Cabri, Box 200, Cabri, SK S0N 0J0
<b>E-mail Address:</b>	<a href="mailto:townofcabri@sasktel.net">townofcabri@sasktel.net</a>
<b>Name of Nominated Project:</b>	Cabri Medical Clinic
<b>Date Project or Practice Initiated:</b>	Initiated December, 2012
<b>Date Project or Practice Completed:</b>	January, 2014

<b>Nominator Contact Information</b>	
<b>Name:</b>	Dianne Hahn
<b>Organization:</b>	Town of Cabri
<b>Position:</b>	Chief Administrative Officer
<b>Mailing Address:</b>	Box 200, Cabri, SK S0N 0J0
<b>Telephone #:</b>	306-587-2500
<b>E-mail Address:</b>	<a href="mailto:townofcabri@sasktel.net">townofcabri@sasktel.net</a>



## General Questions

Answers to these questions **MUST** be included using the following headings. The Selection Committee has found it helpful to include photos and detailed information, including measurable outcomes, in your nomination. Also, please remember when filling out your nomination that winning practices are posted in the Best Practices Library, so be sure to include all information that may be helpful to others if it were to be used as a reference or resource.

### **A) The Practice**

1. What was the issue that inspired the nominated project or practice?

The Town of Cabri currently has a Prairie Health Care Centre in the Cypress Health Region with Dr. F. DeNysschen being the physician for this facility. Dr. DeNysschen also has a very thriving medical clinic operating as Cabri Medical Clinic and a pharmacy operating as Devi Pharmacy. Mayor Gossard was approached by Dr. DeNysschen in December, 2012 who indicated that in order to continue practicing in Cabri and serving the surrounding area, he was in need of a new facility for his clinic.

2. What has this project or practice done to address the issue?

A new clinic with a pharmacy has been built. In addition to this, part of the facility also includes a locum residence. Some new medical equipment was purchased for the facility as well. The facility was opened for use in January, 2014.

### **B) The Process**

\*This section should be the longest and most detailed part of your nomination. Include enough information so that a municipality interested in applying the same project or practice can follow your steps.

3. What was the role of the municipal council and/or municipal staff in this project or practice?

The surrounding municipalities, which consist of the RM's of Riverside, Miry Creek, Pittville and Clinworth; the Villages of Abbey, Hazlet, Pennant, Lancer and Shackleton; the Hutterite Colonies of Abbey, Wheatland and Pennant were contacted by the Town of Cabri and invited to attend a meeting to determine their interest in cooperating together to build a new clinic, pharmacy and a locum residence. Municipal Council members from the various

municipalities and hutterites attended and were asked to take this matter back to their Councils and colonies to determine if they would be interested in partnering. A proposed funding formula was presented at the original meeting based on the most recent census population figures. There was unanimous support for municipalities to contribute to this project and for it to proceed. Municipalities felt that this was a means of working together for the purpose of retaining the current physician and, if necessary, for better recruitment opportunities in the future.

Members of the municipalities as well as appointees from the colonies were involved by being appointed to a regional Committee who met as needed to determine the scope of the project, the funds required and how that would be divided up amongst the players. As a result of the direction given by the municipalities, a Steering Committee was formed made up of representatives of the larger group to oversee the project. This Committee met to review the tender documents, the building plans, financial documents and was overseeing the project as it progressed.

The CAO from the Town of Cabri where the clinic was being built was involved as she was the one who organized the meetings, did calculations, kept notes of the meetings, put the project out for pricing, collected the money from the municipalities, paid the construction bills, (record keeping and financial bookkeeping), liaise with the contractor, etc. The Town of Cabri is the owner of the building with the lease money coming in to pay for maintenance and upkeep going forward.

The local Hospital Auxiliary was approached to determine whether they were interested in providing money for the purchase of new medical equipment. Some funds were donated for this purpose. Additional funds for purchase of equipment were provided from the municipalities and the hutterite colonies as well as from the public.

4. Were other groups were involved in developing this project or practice? If so, who were they and what role did they play?

Along with the municipalities, the local Hutterian colonies were involved and they played alongside similar to a municipality.

5. What resources were involved?

As a result of the direction given by the municipalities, a Steering Committee was formed made up of representatives of the larger group to oversee the project. This Committee met to review the tender documents, the building plans, financial documents and was overseeing the project as it progressed.

Staff time was also involved as the CAO from the Town of Cabri where the clinic was being built was involved as she was the one who organized the meetings, did calculations, kept notes of the meetings, put the project out for pricing, collected the money from the municipalities, paid the construction bills, (record keeping and financial bookkeeping), liaise with the contractor, etc.

The project was divided up financially based on the census figures for population. Each participating municipality was to pay based on their population. The municipality's portion could be raised in whatever manner that municipality determined. For example the Town of Cabri put a three year special levy on their taxes to raise the additional funds required, whereas some of the other municipalities used money from reserves.

A contractor and building supplies were needed. The local doctor was also needed to provide input on what was required in the building.

The local Hospital Auxiliary was involved with financial donations for the purchase of new medical equipment.

#### 6. How was the project or practice developed?

The project was agreed upon by the municipalities who met and agreed that it was necessary to help retain the current doctor. A funding formula was presented based on the recent census population figures. This project was also seen as being good for the future as should the doctor ever decide to leave, it was felt this project would help to attract future medical personnel. The addition of a locum residence is also a bonus to attract a locum to cover when the doctor goes on holidays or takes other leave thus helping ensure persons have uninterrupted access to a physician. The project was decided by the municipalities working together at meetings for the betterment of the communities.

### **C) The Results**

#### 7. What effect did this project or practice have on the community?

This project will help attract locums to the community when the doctor takes leave as there is a residence for them to reside in instead of having to stay at a motel. This provides uninterrupted access to a physician. The project also showed the doctor that the communities were wanting him to stay therefore helping us to retain his services. The project also showed the Cypress Health Region that this area is serious about having adequate health services provided to them. It also provided some economic benefit to the Town of Cabri during the process of construction due to purchasing and eating at local establishments. Overall the region is pleased to see that efforts were taken to ensure that the doctor remained in Cabri.

8. Was a formal evaluation done after the project or practice was completed?

No.

9. Describe any challenges faced.

Challenges faced were selling the project at the start, determining which municipalities to approach and who would contribute on what basis. Contractor challenges include staying on top of the contractor to see that the project is completed in a timely fashion and to watch the cost overruns. The project also took staff time away from other regular duties.



#### D) Lessons Learned

10. What lessons were learned and what would you recommend doing differently?

Remember, all nominations will become part of the Best Practices Library, so be sure to include specific information.

Lessons learned include the need to stay on top of a contractor to ensure cost overruns do not occur and that the budget remains on track and the project on time. While there are different municipalities involved, a common goal can be met when you work together. This project would not have been feasible without the partnering municipalities.

Please submit your completed nomination package to:

**E-mail:** [awards@municipalawards.ca](mailto:awards@municipalawards.ca) or

**Fax:** Attn: Saskatchewan Municipal Awards Program, 306.798-2568; or

**Mail:** Saskatchewan Municipal Awards, Room 1010 – 1855 Victoria Avenue, Regina, SK S4P 3T2

**Contact:** Phone No. 306.525.4398

*Thank you for submitting a nomination for the 2014 Saskatchewan Municipal Awards.*

















