



# Committee Report

<b>To:</b>	Warden Hicks and Members of Grey County Council
<b>Committee Date:</b>	January 14, 2021
<b>Subject / Report No:</b>	CAOR-CW-02-21
<b>Title:</b>	Long-Term Care Redevelopment Planning Task Force-Terms of Reference
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<b>Reviewed by:</b>	
<b>Lower Tier(s) Affected:</b>	
<b>Status:</b>	

## Recommendation

1. That Report CAOR-CW-02-21 regarding the Terms of Reference for the Long-Term Care Redevelopment Planning Task Force be received; and
2. That the Terms of Reference be endorsed as presented; and
3. That the following Members be appointed to the Long-Term Care Redevelopment Planning Task Force:
  - Councillors
  - Warden Hicks

## Executive Summary

In 2020 Grey County received approval from the Ministry of Long-Term Care regarding two long-term care redevelopment and expansion projects at Rockwood Terrace and Grey Gables respectively. It is anticipated that these projects will span several years from the planning stage to the final achievement of the builds. The establishment of a Long-Term Care Redevelopment Planning Task Force to oversee the initial planning phases of these projects as the first stage in this process is recommended. The Terms of Reference are included in this report and recommended for endorsement by Council.

## Background and Discussion

Grey County has received approval for two long-term care facility builds. The current status of each is as follows.

### Rockwood Terrace

Rockwood Terrace is currently a Class C facility and is to be redeveloped under the Ministry's Long-Term Care Capital Development Division by 2025. A 128-bed facility for Rockwood Terrace was approved by the Ministry in 2020 and will be built on a recently acquired 32-acre parcel of land in the Town of Durham in the Municipality of West Grey.

A report was brought forward to the October 22, 2020 Committee of the Whole meeting seeking approval to retain SHS Consulting to investigate housing options that would complement the future rebuild of Rockwood Terrace. This report was endorsed by Council November 12, 2020. The consultant's first deliverable is a market assessment to determine the need and demand for various senior housing options in the area. Also being completed are various studies required to support the development of a site plan. The second deliverable would see the development of a business plan to assess the preferred housing options. It is estimated that the entire project will take approximately six months to complete with the final report being brought back to Council for consideration in spring 2021.

Once the uses adjacent to the long-term care facility and the location of the long-term care facility on the site determined, it would be appropriate to contract a consultant to proceed with the design of the long-term care facility itself. Completion of this step would see the County with construction drawings approved by the province and ready to tender for construction.

### Grey Gables

In November 2020, Grey County also received notice from the Ministry of approval for an additional 62 beds for Grey Gables to support the construction of a new 128 bed build at the current site. This was announced as a campus of care. Before the design of the new facility can begin, it is necessary to understand how the current facility can be repurposed and identify any dependencies or synergies between current and future facilities. To complete this analysis, RFP CAO-01-21 seeking a consultant to prepare an assessment and business case of the most appropriate use of the Grey Gables facility post long-term care and recommend how this can be integrated into the new building was released on December 23, 2020 and closes January 15, 2021. An evaluation report will be brought to this committee for consideration.

Similar to the Rockwood Terrace project, once the future of the current Grey Gables facility has been determined, it would be appropriate to contract a consultant to proceed with the design of the long-term care facility itself. Completion of this step would see the County with construction drawings approved by the province and ready to tender for construction.

### Conclusion

Together, these projects are quite large in scale, with many variables included, and each project occurring over a span of several years. It is recommended that the initial phases of planning review, housing option analysis, re-use of Grey Gables and final recommendations on land use design and planning be undertaken by this Task Force.

Once the projects are ready to go to tender for both facilities, it is recommended that a new Task Force be established that will focus strictly on the tender and actual construction projects and provide the necessary governance oversight.

## Legal and Legislated Requirements

The Task Force will be bound by the Municipal Act, 2001, the County's Procedural By-law, Council Code of Conduct and any other relevant policies and legislation. The Task Force will also need to be familiar with the Planning Act and the Grey County Official Plan, Grey Highlands Official Plan, West Grey Official Plan, and Zoning By-laws for both Grey Highlands and West Grey.

## Financial and Resource Implications

The Task Force will require funding for mileage for any in-person meetings and per diems for those Council members in attendance. These costs will be contained within the Council annual operating budget until such time as the Task Force mandate has ended.

## Relevant Consultation

- Internal
- External

## Appendices and Attachments

Terms of Reference



# Terms of Reference

## Grey County Long-Term Care Redevelopment Planning Task Force

### Mission/Purpose:

To assist and advise County Council in fulfilling its governance responsibilities with respect to the planning stage of the redevelopment of the Rockwood Terrace and Grey Gables long-term care facilities and any affiliated uses through the assessment of models, preparation of site plans and building designs, completion of construction drawings, as well as fulfilling the requirements of the development agreements with the Ministry of Long Term Care.

### Scope of Responsibilities:

- Represent the interests of the County to ensure the needs of the County and requirements of the Ministry of Long-Term Care are addressed
- Review plans and provide recommendations
- Review and provide comment on key deliverables/milestones of the project
- Provide regular updates to County Council related to the progress on the projects

### Membership:

Members of the Long-Term Care Redevelopment Planning Task Force are appointed by County Council and will include four Members of County Council plus the Warden to run for the remainder of the term of council.

### Chair & Vice Chair

The Chair and Vice Chair will be elected by the Task Force members at the first meeting. The Chair and Vice Chair will retain these positions until the end of the Council term.

### Meetings

Meetings occur at the call of the Chair or determined by the Task Force. The Task Force will disband the earlier of when it has evaluated and made recommendations within the scope of responsibility outlined in these Terms of Reference.

### Quorum

A quorum shall consist of more than 50% of the membership of the Task Force.

### Statutory Authority

The Long-Term Care Building Redevelopment Task Force is guided by the County's Procedural By-Law, Council's Code of Conduct, provincial Acts and regulations and other Grey County Policies as applicable.

## Reporting Relationship

The Long-Term Care Building Redevelopment Task Force reports to County Council.

## Lead Staff

Chief Administrative Officer, Director of Corporate Services, Director of Long-Term Care, Director of Planning and Development and other staff or consultants as required.