



Board of Health

Resources Committee Meeting

Tuesday, February 19, 2019

The Resources Committee meeting of Renfrew County and District Health Unit's Board of Health was held in the RCDHU Library at 7 International Drive, Pembroke, Ontario.

Present:

Daniel Janke	Chair
J. Michael du Manoir	Member
Debbie Robinson	Member
Janice Visneskie Moore	Member (joined by telephone)

Staff:

Heather Daly	Acting Chief Executive Officer/Director, Corporate Services
Marilyn Halko	Executive Assistant (Secretary)

01. Call to Order

D. Janke called the meeting to order at 9:11 a.m.

02. Agenda Approval

The agenda was amended as follows:

- Item # 06. v., Pembroke Health Unit Office, was moved to the closed session.

Resolution: # 1 RC 2019-Feb-19

A motion by J. M. du Manoir; seconded by D. Robinson; be it resolved that the agenda be approved, as amended.

Carried

03. Declaration of Conflict of Interest

There were no declarations of conflict of interest.

04. Delegations

There were no delegations.

05. Minutes of Previous Meeting (Approval)

- a. The Committee approved the Resources Committee meeting minutes for Friday, November 16, 2018 and Friday, December 07, 2018.

Resolution: # 2 RC 2019-Feb-19

A motion by D. Janke; seconded by J. M. du Manoir; be it resolved that the minutes for the Resources Committee meetings held on Friday, November 16, 2018, and Friday, December 07, 2018, be approved as presented.

Carried

06. Business Arising

- i. Resources Committee Work Plan
The Committee started the [Resources Committee Work Plan for 2019](#).
- ii. Board Work Plan 2019
The [Board Work Plan](#) was reviewed by the Committee, as information.
- iii. Resources Committee Meeting Dates
The Committee proposed the following meeting dates for the upcoming year:
 - [Resources Committee Meeting Dates 2019](#)

Resolution: # 3 RC 2019-Feb-19

A motion by J. M. du Manoir; seconded by D. Janke; be it resolved that the Resources Committee recommend to the Board that a substitute member be appointed to the Resources Committee for the month of 2019 March.

Carried

- iv. Municipal Cannabis Legalization Funding
 - a. [Minister's Letter to Head of Council](#)
 - b. [Deputy Minister's Letter to Treasurers](#)

Local municipalities and the County of Renfrew will be incurring costs around the legalization of cannabis.

The Committee recommended that the Board write a letter to the Ministry regarding clarification of the "suite of tools" referred to in the letter from Vic Fedeli, Minister of Finance, as to better prepare

for the budget.

The reference cited on Page 3 of the letter, in the second bullet, is as follows:

“Support local boards of health (public health units) by providing a suite of tools and resources for enforcement of the Smoke-Free-Ontario Act, 2017, which includes rules for smoking and vaping of cannabis.”

Resolution: # 4 RC 2019-Feb-19

A motion by D. Janke; seconded by J. M. du Manoir; be it resolved that the Resources Committee recommend to the Board that the Board write a letter to Minister of Health requesting the details relating to the suite of tools and resources for enforcement of the Smoke-Free Ontario Act, 2017 (in relation to cannabis) as depicted in the Minister of Finance letter dated November 20, 2018.

Carried

- v. Pembroke Health Unit Office
This item was moved to the closed session.

- vi. Resolution forwarded from the Governance Committee
The Committee reviewed the following resolution forwarded by the Governance Committee:
 - [Resolution: # 2 GC 2019-Feb-11](#) related to [By-Law 2013-02](#)

H. Daly to review and give input at the March meeting of the Resources Committee.

- vii. Audit Planning Response Letter
H. Daly shared the audit planning response letter with the Committee.

Resolution: # 5 RC 2019-Feb-19

A motion by D. Janke; seconded by Debbie Robinson; be it resolved that the Resources Committee recommend to the Board that the Board sign and forward the Audit letter to Karen Black.

Carried

07. Correspondence

The following correspondence was forwarded to the Resources Committee from the Stakeholder Relations Committee, as information items:

Subject:		From:	Action:
i.	Cannabis Retail Locations	<ul style="list-style-type: none"> KFL&A Public Health 	<ul style="list-style-type: none"> Forward to Resources Committee for information
ii.	Sustainable Infrastructure and Financial Supports for Local Drug Strategies	<ul style="list-style-type: none"> Grey Bruce Health Unit 	<ul style="list-style-type: none"> Forward to Resources Committee for information
iii.	Regulatory Framework for Cannabis Storefronts in Ontario	<ul style="list-style-type: none"> Grey Bruce Health Unit 	<ul style="list-style-type: none"> Forward to Resources Committee for information
iv.	Physical Availability of Cannabis	<ul style="list-style-type: none"> Grey Bruce Health Unit 	<ul style="list-style-type: none"> Forward to Resources Committee for information

At 10:00 a.m. Colleen Musclow, Coordinator, Quality Improvement, joined the meeting.

08. Staff Reports

i. 2019 Risk Management Plan

C. Musclow presented the 2019 Risk Management Plan to the Committee in a PowerPoint Presentation, supplemented with a hand-out.

Following a question and answer period with the presenter, amendments were made to the *Plan*.

Resolution: # 6 RC 2019-

A motion by D. Janke; seconded by J. M. du Manoir; be it resolved that the Resources Committee recommend that Board accept the Risk Management Plan for 2019 as amended.

Carried

ii. Q4 Financials—Mandatory Programs and HBHC

H. Daly reviewed the Interim Q4 Financials—Mandatory Programs and HBHC, as well as the 2018 Standard Activity Report, with the Committee.

H. Daly's Briefing Note for February 2019 is hyperlinked as follows:

- [Briefing Note February 2019](#)

Resolution: # 7 RC 2019-Feb-19

A motion by D. Janke; seconded by Debbie Robinson; be it resolved that the Resources Committee recommend to the Board that the Board accept the Q4 Financial Report for Healthy Babies Healthy Children and MOHLTC as presented.

Carried

09. Board Committee Reports

N/A

10. By-Laws

N/A

11. New Business

N/A

12. Notice of Motion

N/A

At 11:39 a.m. J. Visneskie Moore exited the Resources Committee meeting.

13. Closed Meeting

The Committee moved from the open meeting to a closed session to discuss matters pertaining to negotiations at 11:39 a.m.

Resolution: # 8 RC 2019-Feb-19

A motion by D. Janke; seconded by J. M. du Manoir; be it resolved that the Resources Committee move in to a closed meeting at 11:39 a.m. to discuss a matter relating to negotiations.

Carried

The Committee Chair rose to report that the Committee met in a closed meeting to discuss matters pertaining to negotiations.

Resolution: # 9 RC 2019-Feb-19

A motion by M. du Manoir; seconded by D. Robinson; be it resolved that Resources Committee recommend to the Board that an RFP for a consultant to provide an Accommodations Needs Assessment be issued as soon as practical and that costs of the for Accommodations Needs Assessment be included in the 2019 budget.

Carried

14. Date of Next Meeting

The next Resources Committee meeting is scheduled for Tuesday, March 19, 2019 at 9:00 a.m.

15. Adjournment

Resolution: # 10 RC 2019-Feb-19

A motion by D. Robinson; seconded by J. M. du Manoir; be it resolved that the Resources Committee meeting be adjourned at 12:48 p.m.

Carried

The Resources Committee meeting adjourned at 12:48 p.m.

Chair

The original approved meeting minutes were signed by the Committee Chair.