



Board of Health

Regular Board Meeting

Thursday, January 30, 2020

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

Present:

Janice Visneskie Moore	Chair
M. Ann Aikens	Vice-Chair
Michael Donohue	Member
J. Michael du Manoir	Member
Peter Emon	Member
Daniel Janke	Member
Wilmer Matthews	Member
Christine Reavie	Member
Cathy Regier	Member
Carolyn Watt	Member

Staff:

Vicki Benoit	Director, Health Protection
Heather Daly	Acting Chief Executive Officer/Director, Corporate Services
Marilyn Halko	Executive Assistant (Secretary)
Carla Walters	Director, Health Promotion/Chief Nursing Officer

Regrets:

Dr. Robert Cushman	Acting Medical Officer of Health
Jane Dumas	Member

01. Call to Order

J. Visneskie Moore called the meeting to order at 9:03 a.m.

02. Agenda Approval

The agenda was amended as follows:

- The two Board Committee Reports—item 09. a. and b.—were moved to item 05.:

- o 05. a. Executive Committee Board Report
- o 05. b. Resources Committee Board Report
 - At 11:00 a.m., Jim Bell, Architect/Designer was scheduled to join the meeting.
- A closed session was added to the meeting.
 - o A discussion ensued regarding the reasons to go in to closed.

All other items on the agenda were renumbered accordingly.

Resolution: # 1 BoH 2020-Jan-30

A motion by M. A. Aikens; seconded by C. Regier; be it resolved that the Board approve the agenda, as amended.

Carried

03. Delegations

There were no delegations.

04. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

Each Board Member, present at the meeting, signed the annual [Acknowledgment of Conflict of Interest Policy](#) and returned the form to the Secretary.

05. Board Committee Reports

- a. Executive
 - P. Emon, Executive Committee Chair, presented the following report to the Board:
 - [Executive Committee Board Report](#)

Before presenting the Report, Emon distributed the following motion to the Board presented at the County Council meeting held on Wednesday, January 29, 2020:

- *THAT County Council approve that the Warden, Chair of Health Committee and staff participate in the planned consultations announced for Eastern Ontario; AND FURTHER THAT the Warden, Chair of Health Committee and staff engage with the Renfrew County and District Health Unit (RCDHU) Board, communicating the County of Renfrew's willingness to seek opportunities to find efficiencies between the two organizations as outlined in the County of Renfrew's position paper; AND FURTHER THAT*

representatives from the County of Renfrew inform the Province of Ontario, as part of the consultation process, that the Renfrew County and District Health Unit has not endorsed the position of the County of Renfrew.

The following motion was tabled for further discussion:

Resolution: # 3 EC 2020-Jan-27

A motion by M. A. Aikens; seconded by C. Reavie; be it resolved that the Executive Committee recommend to the Board that the Board accept the Report from Dr. Cushman marked January 2020 #A as the basis for our position at the February 4th Consultation Session in Ottawa.

Carried

Resolution: # 2 BoH 2020-Jan-30

A motion by P. Emon; seconded by C. Reavie; be it resolved that the Board table resolution # 3 EC 2020-Jan-27 until a February RCDHU Bd meeting.

Carried

The Board also requested that the following motion be separated from the *Executive Committee Board Report* for further discussion:

Resolution: # 4 EC 2020-Jan-27

A motion by M.A. Aikens; seconded by C. Reavie; be it resolved that the Executive Committee recommend to the Board that we inform the County of Renfrew that we cannot support their position until their plan for Public Health can be clinically evaluated against our stated 12 Criteria for Public Health Modernization and we meet with County to collaboratively explore their position before the end of February 2020.

Carried

Resolution: # 3 BoH 2020-Jan-30

A motion by M. A. Aikens; seconded by C. Regier; be it resolved that the Board remove for separate consideration Resolution # 4 EC 2020-Jan-27 from the Executive Committee Report and voted on separately.

Carried

A fulsome discussion ensued.

Resolution: # 4 BoH 2020-Jan-30

A motion by P. Emon; seconded by J. M. du Manoir; be it resolved that the Board accept the Executive Committee Board Report, as amended.

Carried

b. Resources

D. Janke, Chair of the Resources Committee presented the following report to the Board:

- [Resources Committee Board Report](#)

Janke informed the Board that the Resources Committee will not meet in March 2020, but H. Daly will report directly to the Board at the March 31, 2020 Regular Board meeting.

The next Board resolution was made in reference to the following motion contained in the *Resources Committee Board Report*:

Resolution: # 6 RC 2020-Jan-28

A motion by J. M. du Manoir; seconded by J. Visneskie Moore; be it resolved that the Resources Committee recommend that Board approve capital expenditures to the Ministry of Health one time funding approval to support capital and infrastructure project of the (OSDCP) Public Health Seniors Dental Treatment Clinic in Barry’s Bay and allow an exemption to the Procurement Policy limitation regarding purchase in orders in excess of \$50k.

Carried

Resolution: # 5 BoH 2020-Jan-30

A motion by M. Donohue; seconded by W. Matthews; be it resolved that the Board waive requirements for tenders, proposals and quotations regarding the Public Health Dental Clinic in Barry’s Bay due to an unforeseen emergency situation regarding completion by March 31, 2020.

Carried

A fulsome discussion ensued, followed by a request for a recorded vote:

Recorded Vote

Yes	Name of Board Member	No
	Aikens, M. Ann	✓
✓	Donohue, Michael	
	du Manoir, J. Michael	✓

	Dumas, Jane (absent)	
✓	Emon, Peter	
	Janke, Daniel	✓
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
7	Totals	3

Carried by: 7-3
Lost by:

It was recommended that the Resources Committee review the RCDHU Procurement Policy in the future.

Resolution: # 6 BoH 2020-Jan-30

A motion by C. Watt; seconded by D. Janke; be it resolved that the Board accept the Resources Committee Board Report, as presented.

Carried

Guests Jim Bell, President of Jim Bell Architectural Design Inc. and Associate, Tim Gilchrist joined the meeting and were introduced to the Board. The firm was hired by RCDHU to head the relocation project at the Pembroke City Centre, 141 Lake Street, Pembroke.

Bell provided the Board with information regarding:

- Preliminary plans
- Layout
- An estimated budget
- Timelines.

As per the following motion, the Board gave Bell permission to proceed:

Resolution: # 7 BoH 2020-Jan-30

A motion by D. Janke; seconded by J. M. du Manoir; be it resolved that the Board approve preliminary plans and estimate for the relocation project to the Pembroke City Centre, as presented by Jim Bell, Architect/Designer.

Carried

A recorded vote was requested for the preceding resolution and was carried unanimously:

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
✓	du Manoir, J. Michael	
	Dumas, Jane (absent)	
✓	Emon, Peter	
✓	Janke, Daniel	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
10	Totals	

Carried by: 10
Lost by:

As a follow-up to the presentation by Jim Bell, the Board directed the Resources Committee to meet with the landlord to discuss areas of concern regarding structural issues. Bell will forward a list to the Committee, for them to address with the landlord.

Resolution: # 8 BoH 2020-Jan-30

A motion by C. Watt; seconded by W. Matthews; be it resolved that the Board ask the Resources Committee to meet with landlord to discuss structural issues presented by the architect.

Carried

It was recommended that staff request letters from the funding partners: County of Renfrew, the City of Pembroke and the Township of South Algonquin, regarding a submission to the Ministry by March 2, 2020, for a capital funding project.

Resolution: # 9 BoH 2020-Jan-30

A motion by C. Reavie; seconded by M. Donohue; be it resolved that the Board directs staff to request letters of support from the obligated municipalities to be

included with an application to the Province for capital funding of the retrofit construction at 141 Lake Street for RCDHU.

Carried

At 12:00 p.m., P. Emon vacated the meeting.

06. Minutes of Previous Meetings (Approval)

- a. The Board approved the meeting minutes for the Regular Board meeting held on Tuesday, November 26, 2019, as per the following amendment:
- Add *Resolution # 4 RC 2019-Nov-19* before the recorded vote.

Resolution: # 10 BoH 2020-Jan-30

A motion by C. Reavie; seconded by M. Donohue; be it resolved that the minutes for the Regular Board meeting held on Tuesday, November 26, 2019 be approved, as amended.

Carried

- b. The Board approved the meeting minutes for the Special Board meeting held on Friday, December 13, 2019, as presented.

Resolution: # 11 BoH 2020-Jan-30

A motion by C. Reavie; seconded by C. Watt; be it resolved that the minutes for the Special Board meeting held on Friday, December 13, 2019 be approved, as presented.

Carried

- c. The Board approved the meeting minutes for the Inaugural Board of Health meeting held on Wednesday, January 08, 2020, with the following amendments:
- Remove titles from motions that nominated Board Members for Board Chair and Vice-Chair positions, and remove *Carried* from the same motions
 - renumber the remainder of the resolutions accordingly
 - include the December 16, 2019 email sent to M. Halko—*County of Renfrew 2020 Meeting Calendar Dates*—that referred to appointments to the Board of Health, in the correspondence delivered by M. Donohue, at the inaugural meeting.

Resolution: # 12 BoH 2020-Jan-30

A motion by D. Janke; seconded by C. Watt; be it resolved that the minutes for the Inaugural Board of Health meeting held on Wednesday,

January 08, 2020 be approved, as amended.

Carried

07. Business Arising

There was no business arising.

08. Correspondence

No correspondence.

09. By-Laws

By-Law 2020-01—By-Law to Appoint Auditors was addressed in the Resources Committee Board Report.

10. New Business

a. Novel Coronavirus

V. Benoit reported the following items of information to the Board regarding the 2019-nCoV (Novel Coronavirus):

- RCDHU has been working together with health care agencies in our communities to share information about the Novel Coronavirus. Local agencies include the following: hospitals, physicians, EMS, Garrison Petawawa, Long Term Care Homes and Retirements Homes, municipalities, Algonquin College and School Boards.
- The Health Unit's Infectious diseases team has been in regular contact with hospitals and health care providers regarding measures to detect and test for the disease early and safely.
- Daily updates are being held internally to manage the situation. We are working closely with Dr. Paula Stewart, acting MOH in Dr. Cushman's temporary absence.
- Daily teleconference with the Ministry of Health, Emergency Operations Centre (EOC).
- RCDHU has hosted two teleconferences with local hospitals and EMS.
- RCDHU has attended teleconferences with Ottawa Public Health and Ottawa health care partners.

b. alPHa—2020 Annual General Meeting and Conference—June 7, 8 and 9, 2020—Toronto, ON

J. Visneskie Moore reported that the approximate cost for a Board Member to attend a conference is \$2100.

Resolution: # 13 BoH 2020-Jan-30

A motion by C. Watt; seconded by C. Reavie; be it resolved that the Board approve the Chair’s attendance at the alpha meeting in June.

Carried

A recorded vote was requested for Resolution #13:

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
	Donohue, Michael	✓
✓	du Manoir, J. Michael	
	Dumas, Jane (absent)	
	Emon, Peter (not present for the vote)	
✓	Janke, Daniel	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
8	Totals	1

Carried by: 8-1
Lost by:

- c. Order in Council of Ontario
An Order in Council of Ontario reappointed C. Watt to the RCDHU Board of Health, for one year from April 1, 2020, for a period not to exceed April 1, 2021.

11. Staff Reports

- a. Dr. Cushman submitted the following Report to the Board:
 - [MOH\(A\) Board Report](#)

Resolution: # 14 BoH 2020-Jan-30

A motion by M. A. Aikens; seconded by C. Regier; be it resolved that the Board accept the Report to the Board by Dr. Robert Cushman, Acting Medical Officer of Health.

Carried

At 12:35 p.m., the Board recessed for lunch.

At 12:45 p.m., C. Regier vacated the meeting.

At 1:00 p.m., the meeting resumed.

12. Closed Meeting

Resolution: # 15 BoH 2020-Jan-30

A motion by D. Janke; seconded by W. Matthews; be it resolved that the Board move in to a closed session at 1:03 p.m. to discuss, as per Municipal Act Section 239(2)(d) labour relations or employee negotiations, and (2)(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Board regarding Public Health Modernization.

Carried

At 1:24 p.m. the Chair rose to report that the Board met in a closed session to discuss, as per Municipal Act Section 239(2)(d) labour relations or employee negotiations, and (2)(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Board regarding Public Health Modernization.

After coming out of the closed session, a fulsome discussion ensued regarding Public Health Modernization.

The consultation session for Public Health Modernization, with Jim Pine, scheduled for Tuesday, February 4, 2020 at Algonquin College in Ottawa was postponed.

As per the following email received on January 29, 2020:

Re: Public Health and Emergency Health Services Modernization

+Consultation Sessions: February 4 and 5

. . . Given the situation with 2019-nCoV (Novel Coronavirus), and in recognition of the need for readiness planning by both public health and emergency health services personnel at this time, a decision has been made to postpone these sessions.

This provided an opportunity for the Board's Executive Committee and the RCDHU SMT to schedule a meeting for Tuesday, February 4, 2020, using Dr. Cushman's document as a basis for their discussion.

As a result of the discussion, the Secretary will book a meeting that will include the Executive Committee and RCDHU Senior Management Team on Tuesday, February 4, 2020 at 10:00 a.m., in the RCDHU Classroom.

The Board's Executive Committee and the RCDHU Senior Management Team will meet with representatives from the County of Renfrew to discuss each other's visions regarding Public Health Modernization.

Immediately following this meeting Board Member, M. Donohue, Chair of the County of Renfrew Health Services and Social Services—Provincial Modernization Ad Hoc Committee, will go to County of Renfrew representatives to arrange a meeting with the Board's Executive Committee and RCDHU Senior Management Team, for Tuesday, February 4, 2020 at 2:00 p.m.

13. Notice of Motion

None.

14. Date of Next Meeting

The next Regular Board of Health meeting is scheduled for Tuesday, February 25, 2020 at 10:00 a.m., in the RCDHU Classroom at 7 International Drive, Pembroke.

P. Emon and J. Visneskie Moore will be attending a conference on February 25, 2020.

M. A. Aikens will chair the Board of Health Regular meeting, that day.

15. Adjournment

Resolution: # 16 BoH 2020-Jan-30

A motion by M. A. Aikens; seconded by C. Reavie; be it resolved that the Board adjourn at 2:05 p.m.

Carried

The Regular Board meeting adjourned at 2:05 p.m.

Chair

The original approved meeting minutes were signed by the Board of Health Vice-Chair.