



Board of Health

Regular Board Meeting

Tuesday, February 25, 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:

| | |
|----------------------|--------------|
| M. Ann Aikens | Acting Chair |
| Michael Donohue | Member |
| J. Michael du Manoir | Member |
| Jane Dumas | 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:

Janice Visneskie Moore Chair

01. Call to Order

M. A. Aikens called the meeting to order at 10:00 a.m.

02. Agenda Approval

The agenda was amended, as follows:

- 08. Staff Reports—add item d.—Annual Service Plan/2020 Budget

Resolution: # 1 BoH 2020-Feb-25

A motion by C. Watt; seconded by W. Matthews; 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.

J. Dumas completed the annual [Acknowledgment of Conflict of Interest Policy](#) and returned the form to the Secretary.

05. Minutes of Previous Meetings (Approval)

- a. The meeting minutes for the Regular Board meeting held on Thursday, January 30, 2020 were amended to replace the word “presented” to amended in Resolution: # 4 BoH 2020-Jan-31.

Resolution: # 2 BoH 2020-Feb-25

A motion by M. J. du Manoir; seconded by C. Watt; be it resolved that the Board approve the minutes for the Regular Board meeting held on Thursday, January 30, 2020, be approved, as amended to replace the word presented with amended in Resolution # 4 BoH 2020-Jan-30.

Carried

06. Business Arising

M. A. Aikens suggested the need for an Action List that would be completed at the end of each Regular Board meeting, by Dr. R. Cushman, H. Daly, J. Visneskie Moore, M. A. Aikens and M. Halko.

The Action List will be brought forward and included on the agenda of the next Regular Board meeting, as an item under 06. Business Arising.

The Action List will include action items resulting from resolutions or actions arising during the meeting. The list would be sent out a day or two after the meeting.

07. Correspondence

The following correspondence was shared with the Board:

| Subject: | | From: | Action: |
|----------|--|---|--|
| a. | <i>Impacts of News Articles on RCDHU</i> | <ul style="list-style-type: none"> • Deb Harcus, CHRL, Human Resources Specialist at RCDHU | <ul style="list-style-type: none"> • Received for information |
| b. | <i>Request for Board Leave</i> | <ul style="list-style-type: none"> • J. M. du Manoir—Board Member | <ul style="list-style-type: none"> • Resolution to approve |

Resolution: # 3 BoH 2020-Feb-25

A motion by C. Watt; seconded by W. Matthews; be it resolved that the Board approve a leave of absence for Board Member J. M. du Manoir for all Regular, Special and Committee meetings, during the period from 2020-Feb-26 to 2020-Apr-15, inclusive.

Carried

08. Staff Reports

- a. Q4 Report 2019 Corporate Operational & Risk Plan
Colleen Musclow, Coordinator, Quality Improvement presented the following report to the Board:
 - [Q4 Report 2019 Corporate Operational and Risk Plan](#).

At 10:15 a.m., Dr. Robert Cushman joined the meeting.

C. Musclow answered questions from the Board.

Resolution: # 4 BoH 2020-Feb-25

A motion by W. Matthews; seconded by M. J. du Manoir; be it resolved that the Board accept the Q4 Report 2019 Corporate Operational & Risk Plan, as presented.

Carried

- b. 2020 Corporate Operational Plan
C. Musclow presented the following:
 - [2020 Corporate Operational Plan](#).

The following reference material, included in Musclow’s presentation, will be posted to the Board Portal:

- [Evidence-Informed Decision Making](#)
- [Self-Evaluation Tool for Action in Partnership](#)

Resolution: # 5 BoH 2020-Feb-25

A motion by J. M. du Manoir; seconded by D. Janke; be it resolved that the Board accept the 2020 Corporate Operational Plan, as presented.

Carried

c. Report to the Board

Dr. Robert Cushman, Acting Medical Officer of Health, submitted the following Report to the Board:

- [MOH\(A\) Board Report.](#)

Dr. Cushman answered questions from Board Members.

Resolution: # 6 BoH 2020-Feb-25

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

Carried

d. Annual Service Plan

H. Daly presented the Annual Service Plan, due at the Ministry of Health, on March 2, 2020. The Service Plan included the following items:

- [2020 RCDHU Budget Notes and Highlights](#)
- [Schedule A—Budget & Annual Service Plan](#)
- [Schedule B—All Funding Sources](#)
- [Schedule C—Summary of Expenditures by Standard %](#)
- [Schedule D—Summary of Expenditures by Category %](#)
- [Schedule E—Budget 2019 – Projected Revenues/Expenditures](#)
- [Schedule F—2020 Estimated Funding Requirement—Obligated Municipalities](#)

H. Daly will amend the Schedule A--Budget & Service Plan – 2020, to include: Capital Improvement Project (Relocation of main office Pembroke) under Other Programs/Projects.

Upon submission, three letters of support will accompany the Service Plan.

Resolution: # 7 BoH 2020-Feb-25

A motion by D. Janke; seconded by C. Watt; be it resolved that the Board approve the Annual Service Plan/2020 Budget, as amended.

Carried

It was noted that after the document is amended and signed that the Service Plan will become a public document.

At 12:00 p.m., the Board broke for lunch.

At 12:30 p.m., the meeting resumed.

09. Board Committee Reports

a. Executive

Executive Committee Chair, P. Emon, presented the following report to the Board:

- [Executive Committee Board Report](#)

The Board discussed the following items, contained in the Report:

- [A Rural Model to End Hallway Health Care](#)
The changes were sent, via email, to the County of Renfrew.
- [Investing in Municipal Health Care to End Hallway Health Care](#)
The tracked changes, recorded in the preceding hyperlink, were sent by email to Warden Robinson, for the County of Renfrew's consideration.
- [Memo--OPH](#)
The preceding memo, written by P. Emon, will be the basis for discussion, when Emon, BoH Chair J. Visneskie Moore and BoH Vice-Chair travel to Ottawa to meet with representatives from the Ottawa Public Health (OPH) Board of Health, on Friday, February 28, 2020.

Resolution: # 8 BoH 2020-Feb-25

A motion by J. M. du Manoir; seconded by D. Janke; be it resolved that the Board accept the Executive Committee Report, as presented.

Carried

b. Resources

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

- [Resources Committee Board Report](#)

Item # 3, under *Information*, and Resolution # 3 RC 2020-Feb-18 were pulled from the Resources Committee Board Report for separate consideration.

H. Daly's [Briefing Note](#) was included as part of the Resources Committee Report.

Resolution: # 9 BoH 2020-Feb-25

A motion by M. Donohue; seconded by C. Reavie; be it resolved that the item # 3 of the Resources Committee be removed from the report for separate consideration.

Carried

Resolution: # 10 BoH 2020-Feb-25

A motion by M. Donohue; seconded by J. Dumas; be it resolved that the Board sever Resolution # 3 RC 2020-Feb-18 from the Resources Committee Report and be considered separately.

Carried

Regarding item # 3 under *Information*, and after a fulsome discussion the following:

Resolution: # 11 BoH 2020-Feb-25

A motion by M. Donohue; seconded by C. Reavie; be it resolved that all communication regarding Public Health Modernization and the relocation of RCDHU to staff remain the responsibility of management, and that Board does not have any role.

Carried

A recorded vote was requested for the preceding motion:

| Recorded Vote | | |
|---------------|-----------------------|----|
| Yes | Name of Board Member | No |
| ✓ | Aikens, M. Ann | |
| ✓ | Donohue, Michael | |
| | du Manoir, J. Michael | ✓ |
| ✓ | Dumas, Jane | |
| ✓ | Emon, Peter | |
| | Janke, Daniel | ✓ |
| ✓ | Matthews, Wilmer | |

| | | |
|----------|----------------------------------|----------|
| ✓ | Reavie, Christine | |
| ✓ | Regier, Cathy | |
| | Visneskie Moore, Janice (absent) | |
| | Watt, Carolyn | ✓ |
| 7 | Totals | 3 |

| |
|------------------------|
| Carried by: 7-3 |
| Lost by: |

After a fulsome discussion, regarding the options available for financing, the following motion was proposed:

Resolution: # 12 BoH 2020-Feb-25

A motion by M. Donohue; seconded by J. Dumas; be it resolved that the Board table Resolution # 3 to the March Board of Health Meeting

These include:

1. Discuss options with Infrastructure Ontario
2. Meet with CAOs and Treasurers of obligated municipalities
3. This tabled resolution.

A recorded vote was requested for the preceding motion:

Recorded Vote

| Yes | Name of Board Member | No |
|------------|----------------------------------|-----------|
| ✓ | Aikens, M. Ann | |
| ✓ | Donohue, Michael | |
| | du Manoir, J. Michael | ✓ |
| ✓ | Dumas, Jane | |
| ✓ | Emon, Peter | |
| | Janke, Daniel | ✓ |
| ✓ | Matthews, Wilmer | |
| ✓ | Reavie, Christine | |
| ✓ | Regier, Cathy | |
| | Visneskie Moore, Janice (absent) | |
| | Watt, Carolyn | ✓ |
| 7 | Totals | 3 |

| |
|------------------------|
| Carried by: 7-3 |
| Lost by: |

The tabled Resolution is as follows:

Resolution: # 3 RC 2020-Feb-18

A motion by J. M. du Manoir; seconded by D. Janke; be it resolved that the Resources Committee recommend that the Board of Health request from the obligated municipalities per the HPPA, capital funds for the relocation project up to the current estimate of \$2,500,000., less previously allocated reserve funds of the RCDHU of \$480,000., for a net request of \$2,020,000., during the calendar year 2020.

Resolution: # 13 BoH 2020-Feb-25

A motion by D. Janke; seconded by J. M. du Manoir; be it resolved that the Board accept the Resources Committee Report, (as presented.) with the exception of item 3 and Resolution # 3 RC 2020-Feb-18.

Carried

10. By-Laws

There were no by-laws.

11. New Business

There was no new business.

12. Notice of Motion

There was no notice of motion.

13. Closed Meeting

There was no closed meeting.

14. Date of Next Meeting

The next Regular Board of Health meeting is scheduled for Tuesday, March 31, 2020 at 10:00 a.m., in the RCDHU Classroom at 7 International Drive, Pembroke.

15. Adjournment

Resolution: # 14 BoH 2020-Jan-30

A motion by W. Matthews; seconded by C. Watt; be it resolved that the Board adjourn at 1:45 p.m.

Carried

The Regular Board meeting adjourned at 1:45 p.m.

Chair

These meeting minutes were approved by the Board during the teleconference held on Tuesday, March 31, 2020.