



Board of Health

Regular Board Meeting by Teleconference

Tuesday, June 30, 2020

The regular meeting of Renfrew County and District Health Unit's Board of Health was held by teleconference, due to the COVID-19 emergency measures.

Roll Call:

Janice Visneskie Moore	Chair ✓
M. Ann Aikens	Vice-Chair ✓
Michael Donohue	Member ✓
Jane Dumas	Member ✓
Peter Emon	Member ✓
Wilmer Matthews	Member ✓
Christine Reavie	Member ✓
Cathy Regier	Member ✓
Carolyn Watt	Member ✓

Staff:

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

Regrets:

J. Michael du Manoir	Member
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01. Call to Order

J. Visneskie Moore called the meeting to order at 10:02 a.m.

02. Agenda Approval

The agenda was approved as presented.

Resolution: # 1 BoH 2020-Jun-30

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

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

03. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

04. Minutes of Previous Meetings (Approval)

a. Regular Board Meeting Minutes 2020-May-26

The meeting minutes for the Regular Board meeting held on Tuesday, May 26, 2020, via teleconference, were approved, with the following amendments:

- Resolution #2—seconded by C. Watt; was replaced with seconded by C. Regier;
- In the Dr. Cushman’s *Report to the Board* pages 4, 5 and 6 were extracted from the Report and revised versions of pages 4, 5 and 6 were added as an addendum
- in the first paragraph on page 4—*It was noted that the decision was contrary to the Board’s procedural by-law. However,—*was removed.

Resolution: # 2 BoH 2020-Jun-30

A motion by W. Matthews; seconded by C. Regier; be it resolved that the Board approve the minutes from the Regular Board meeting held on Tuesday, May 26, 2020, as amended.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

At 10:09 a.m., Dr. Robert Cushman, Acting Medical Officer of Health joined the teleconference.

- b. Special Board Meeting Minutes 2020-May-27
 With permission by the Chair, the Special Board meeting minutes were brought back to the table again, for reconsideration. The meeting minutes were approved, with the following amendments:

- that the motion by M. Donohue and M. A. Aikens be added:

Resolution: # 3 BoH 2020-May-27

A motion by M. Donohue; seconded by M. A. Aiken; be it resolved that the Board having received the revised budget projections for the renovation/relocation project which is revised to include bids received from the three prequalified General Contractors, May 22, 2020,

AND based on the selection committee's recommendation to proceed with the lowest bidder with ability to deliver the project to completion within project timelines,

AND based on the successful meeting with the committee and the bidder to clarify and answer questions related to

the successful completion of the project,

THAT the board of health for Renfrew County and District Health Unit approve the committee's recommendation to proceed with the renovation and retrofit project immediately be brought back to the table.

Lost

Recorded Vote

Yes	Name of Board Member	No
	Aikens, M. Ann	✓
	Donohue, Michael	✓
	du Manoir, J. Michael	✓
	Dumas, Jane (absent)	
	Emon, Peter	✓
	Matthews, Wilmer	✓
	Reavie, Christine	✓
	Regier, Cathy	✓
	Visneskie Moore, Janice	✓
	Watt, Carolyn	✓
	Totals	9

Carried by:
Lost by: 9-0

- all subsequent resolutions were renumbered accordingly.

Resolution: # 3 BoH 2020-Jun-30

A motion by M. A. Aikens; seconded by C. Watt; be it resolved that the Board approve the minutes from the Special Board meeting held on Wednesday, May 27, 2020, as amended.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
	Donohue, Michael (temporarily vacated meeting)	
	du Manoir, J. Michael (absent)	

✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
8	Totals	0

Carried by: 8-0
Lost by:

05. Report to the Board—Acting Medical Officer of Health

Dr. Robert Cushman, Acting Medical Officer of Health, Renfrew County and District Health Unit presented the following written report to the Board:

- [Report to the Board](#)

Additional topics of discussion re: the COVID-19 pandemic, included:

- coming soon, the mandatory wearing of masks inside public places—a collective regional approach by Eastern Ontario Health Unit, Leeds, Grenville and Lanark District Health Unit, Ottawa Public Health and Renfrew County and District Public Health
- physical distancing, handwashing and the wearing of masks continues to be the best three options to stop the spread of COVID-19
- the use of air conditioners and fans in common rooms of social housing facilities in Renfrew County and District
- the re-opening of schools in September 2020
- update to RCDHU’s Farmer’s Markets procedures coming soon
- tents and canopies on restaurant patios.

Resolution: # 4 BoH 2020-Jun-30

A motion by C. Reavie; seconded by W. Matthews; be it resolved that the Board accept the written report to the Board from Dr. Robert Cushman, Acting Medical Officer of Health.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

06. Correspondence

The Board received the following correspondence:

Subject:	From:	Action:
a. Basic Income for Income Security during COVID-19 Pandemic and Beyond	• Timiskaming Health Unit	<ul style="list-style-type: none"> • Sent by email on 2020-Jun-12 • Send a letter of endorsement (see Resolution: # 5 BoH 2020-Jun-30 below)
b. Letter to Ontario Health CEO	• Grey Bruce Public Health	<ul style="list-style-type: none"> • Sent by email on 2020-Jun-12 • Received as information
c. Announcement re Dr. Klassen	• Huron Perth Public Health	<ul style="list-style-type: none"> • Sent by email on 2020-Jun-12 • Received as information
d. Letter of congratulations with OIC for M. A. Aikens	• Christine Elliott, Deputy Premier	<ul style="list-style-type: none"> • Sent to recipient on 2020-Jun-16

		and Minister of Health	
e.	Letter of congratulations with OIC for W. Matthews	<ul style="list-style-type: none"> Christine Elliott, Deputy Premier and Minister of Health 	<ul style="list-style-type: none"> Sent to recipient on 2020-Jun-16
f.	Signed Support for aPHa Response to the Discussion Paper	<ul style="list-style-type: none"> Haliburton, Kawartha Pine Ridge District Health Unit 	<ul style="list-style-type: none"> Sent by email on 2020-Jun-22 Send a letter of endorsement (see Resolution: # 6 BoH 2020-Jun-30 below)
g.	Letter of Support for Basic Income	<ul style="list-style-type: none"> Haliburton, Kawartha Pine Ridge District Health Unit 	<ul style="list-style-type: none"> Sent by email on 2020-Jun-22 Received as information
h.	Signed Support for EOHU and aPHa Request to Pause PH Modernization	<ul style="list-style-type: none"> Haliburton, Kawartha Pine Ridge District Health Unit 	<ul style="list-style-type: none"> Sent by email on 2020-Jun-22 Send a letter of endorsement (see Resolution: # 7 BoH 2020-Jun-30 below)
i.	Clarification on Ministry's Criteria to Move to Stage 3 in the Framework for Reopening Our Province	<ul style="list-style-type: none"> Board of Health for the County of Lambton 	<ul style="list-style-type: none"> Sent by email on 2020-Jun-22 Received as information
j.	Letter of Support for Basic Income	<ul style="list-style-type: none"> Peterborough Public Health 	<ul style="list-style-type: none"> Sent by email on 2020-Jun-25 Received as information

06. a. Basic Income for Income Security during COVID-19 Pandemic and Beyond
Resolution: # 5 BoH 2020-Jun-30

A motion by P. Emon; seconded by W. Matthews; be it resolved that the Board support the following resolution regarding basic income and income security during COVID-19 pandemic and beyond from Timiskaming Health Unit and send a letter of endorsement:

MOTION #26R-2020

Moved by: Kim Gauthier

Seconded by: Patrick Kiely

BE IT RESOLVED that the Board of Health endorses the Simcoe Muskoka District Health Unit (SMDHU) call for the federal government to 'take swift and immediate action on the evolution of the CERB Benefit into legislation for a basic income as an effective long-term response to the problems of income insecurity, persistent poverty and household food insecurity, as well as a response to the economic impact of the COVID-19 pandemic';

AND FURTHER THAT Prime Minister Trudeau, Deputy Prime Minister Freeland and Minister Morneau, Timiskaming's MPs, MPPs and Chief Medical Officer of Health, and all Ontario boards of health are so advised.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
	Dumas, Jane	✓
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
8	Totals	1

Carried by: 8-1
Lost by:

06. f. Signed Support for alPHa Response to the Discussion Paper

Resolution: # 6 BoH 2020-Jun-30

A motion by P. Emon; seconded by M. Donohue; be it resolved that the Board send a letter of support endorsing the following Haliburton, Kawartha, Pine Ridge District Health Unit's Board of Health motion regarding a signed support for alPHa response to

the discussion paper:

THAT the Association of Local Public Health Agencies' response to the Public Health Modernization Discussion Paper be endorsed and THAT a letter of support be sent to The Honourable Christine Elliott.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

06. h. Signed Support for EOHU and alPHa Request to Pause PH Modernization

Resolution: # 7 BoH 2020-Jun-30

A motion by P. Emon; seconded by C. Reavie; be it resolved that the Board endorse the following Haliburton, Kawartha, Pine Ridge District Health Unit's (HKPR District Health Unit) Board of Health motion regarding signed support for EOHU and alPHa request to pause public health modernization and write a letter of support:

THAT the correspondence sent by the Eastern Ontario Health Unit to the Minister of Health regarding the 2020 Municipal Cost Share of Public Health Funding (attached), and the correspondence sent by the Association of Local Public Health Agencies to the Minister of Health requesting consideration of a pause on the Public Health

Modernization initiative (attached) be endorsed; and THAT the provincial share of public health funding be reinstated to its previous level; and THAT a letter of support be sent to The Honourable Christine Elliott.

The Board Health agrees with the Eastern Ontario Health Unit and the Association of Local Public Health Agencies that the Public Health Modernization process should be deferred until after the COVID-19 response is examined and that public health funding should be restored to its previous level for 2020.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

07. Staff Reports

- a. Report to the Board—Briefing Note
 - H. Daly provided the following briefing note and schedules during the report to the Board:
 - [Briefing Note](#)
 - i. [Schedule A—Q1 Financial](#)
 - ii. [Schedule B—Ministry of Health 2019 Settlement](#)
 - iii. [Schedule C—Ministry of Children, Community and Social Services \(MCCSS\) 2019 Settlement.](#)

On behalf of the residents of Renfrew County and District, Board Members commended H. Daly and her team for the accuracy in reporting, forecasting, and adherence to budget per the 2019 reporting.

After a fulsome discussion the following motions were brought before the Board for consideration:

Resolution: # 8 BoH 2020-Jun-30

A motion by M. A. Aikens; seconded by W. Matthews; be it resolved that the Board in accordance with By-Law Number 2013-02 Banking and Finance By-Law, Article 2, authorizes the Acting Chief Executive Officer (CEO(A))/ Director, Corporate Services to:

1. Continue to hold the Corporate credit card (Mastercard) facility at \$30,000 with the Bank of Montreal (BMO).
2. Temporarily increase the Overdraft Lending Facility (ODL) with BMO to ensure sufficient cash flow for daily operations during construction. The ODL will be temporarily increased from \$500,000 to \$1.25M effective immediately. This will reduce once again to \$500,000 on January 1, 2021.
3. Continue to hold the one-time funding facility to assist with the renovations for the fit up and relocation to the new office space at 141 Lake Street, Pembroke, ON. The amount of this facility to be up to \$2M.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

Resolution: # 9 BoH 2020-Jun-30

A motion by M. Donohue; seconded by P. Emon; that the draft resolution regarding reimbursement for fit-up costs be amended to recite the specific responsibilities identified and agreed to in an email from the landlord at 141 Lake Street and that staff be directed to as soon as possible complete a formal agreement with the landlord.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

Resolution: # 10 BoH 2020-Jun-30

A motion by M. A. Aikens; seconded by J. Dumas; be it resolved that the Board of Health agrees to accept a lump sum repayment for construction costs incurred to make repairs to the base building at Pembroke City Centre. Such repairs, specifically,

1. Renovation to the front entrance;
2. Addition of windows and a freight door to the north wall; and
3. Addition of a firewall separation between the ceiling of the lease premises and the mechanical room above;

are not part of the RCDHU suite but are necessary to complete the

renovation project. A lump sum payment in the amount of \$203,000 is to be received on or before March 15, 2021 in compensation for these costs. This amount represents an estimate at this time and final costs are to be determined at the end of the project. Staff are further directed to as soon as possible complete a formal agreement with the landlord.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

Resolution: # 11 BoH 2020-Jun-30

A motion by M. A. Aikens; seconded by C. Watt; be it resolved that the Board accepts the 2019 Annual Reconciliation Reports and Auditor Attestations for the Ministry of Health (MOH) and Ministry of Children, Community and Social Services (MCCSS) programs, as presented by H. Daly and directs the Chair and Acting CEO/Director, Corporate Services to sign and return to the Ministries.

Carried

Recorded Vote

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

✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

Resolution: # 12 BoH 2020-Jun-30

A motion by C. Regier; seconded by C. Reavie; be it resolved that the Board accept the Q1 2020 Financial update, as presented by H. Daly.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

Resolution: # 13 BoH 2020-Jun-30

A motion by M. Donohue; seconded by P. Emon; be it resolved that the draft resolution regarding payment of an emergency premium to

non-union, non-management staff be amended to provide that this payment be authorized while the Renfrew County and District Health Unit Emergency Plan was in effect to respond to the COVID-19 pandemic, and that the issue of the premium being authorized for other instances be referred to the Resources Committee for recommendation to Board.

Carried

Recorded Vote

Yes	Name of Board Member	No
	Aikens, M. Ann	✓
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
	Dumas, Jane	✓
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
7	Totals	2

Carried by: 7-2
Lost by:

Resolution: # 14 BoH 2020-Jun-30

A motion by M. A. Aikens; seconded by W. Matthews; be it resolved that the Board approves the proposed emergency premium pay for non-union, non-management staff with the following conditions:

- a. Emergency: Premium to non-union, non-management staff be amended to provide that this payment be authorized while the Renfrew County and District Health Unit Emergency Plan was in effect to respond to the COVID-19 pandemic, and that the issue of the premium being authorized for other instances be referred to the Resources Committee for recommendation to Board.
- b. No Pyramiding/Duplicating: Shift or weekend premiums cannot be duplicated or pyramided with overtime at the premium rate.
- c. Shift Premium: A shift premium of \$2.30 per hour will be paid for work performed on a weekday (Monday through Friday) between 17:30 hours and 07:00 hours the next calendar day.

- d. Weekend Premium: A weekend premium of \$2.20 per hour will be paid for work performed on a weekend (Saturday and Sunday), between 07:00 hours on Saturday and midnight Sunday night

Carried

Recorded Vote

Yes	Name of Board Member	No
	Aikens, M. Ann	✓
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
	Dumas, Jane	✓
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
7	Totals	2

Carried by: 7-2

Lost by:

Resolution: # 15 BoH 2020-Jun-30

A motion by C. Reavie; seconded by C. Regier; be it resolved that the Board accept the written report from H. Daly, Acting Chief Executive Officer/Director, Corporate Services.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	

✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

At 11:40 a.m. Dr. Cushman vacated the meeting.

08. New Business

P. Emon, Executive Committee Chair, was directed by the Board to arrange an Executive Committee meeting in July 2020.

Emon was tasked to include in that meeting how the Board will conduct meetings after the *Emergency Management and Civil Protection Act* has been lifted.

It was also noted that during July 2020, the Classroom at 7 International Drive, Pembroke, will not be available for meetings, due to building construction undertaken by the County of Renfrew.

09. Date of Next Meeting

The next Regular Board of Health meeting is scheduled for Tuesday, July 28, 2020, at 10:00 a.m.

10. Adjournment

Resolution: # 16 BoH 2020-Jun-30

A motion by C. Reavie; seconded by C. Regier; be it resolved that the Board meeting be adjourned at 12:27 p.m.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
	du Manoir, J. Michael (absent)	
✓	Dumas, Jane	
✓	Emon, Peter	

✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

The Regular Board meeting, held by teleconference, adjourned at 12:27 p.m.

Chair