



Board of Health

Regular Board Meeting by Teleconference

Tuesday, May 26, 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 ✓
J. Michael du Manoir	Member ✓
Jane Dumas	Member ✓
Peter Emon	Member ✓
Wilmer Matthews	Member ✓
Christine Reavie	Member ✓
Cathy Regier	Member ✓
Carolyn Watt	Member ✓

Staff:

Dr. Robert Cushman	Acting Medical Officer of Health ✓
Heather Daly	Acting Chief Executive Officer/Director, Corporate Services ✓
Marilyn Halko	Executive Assistant (Secretary) ✓

01. Call to Order

J. Visneskie Moore called the meeting to order at 10:00 a.m.

02. Agenda Approval

The agenda was approved as presented.

Resolution: # 1 BoH 2020-May-26

A motion by C. Reavie; seconded by W. Matthews; 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	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
10	Totals	0

Carried by: 10-0
Lost by:

03. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

04. Minutes of Previous Meetings (Approval)

- a. The meeting minutes for the Regular Board meeting held on Tuesday, April 28, 2020, via teleconference, were approved, as amended:
- on page three—bullet three was removed—*Need a collaborative governance model with fair representation for Renfrew County and District*
 - on page six—second paragraph—added—H. Daly reported, at Dr. Cushman’s request, that . . .

Resolution: # 2 BoH 2020-May-26

A motion by C. Watt; seconded by C. Regier; be it resolved that the Board approve the minutes from the Regular Board meeting held on Tuesday, April 28, 2020, as amended.

Carried

Recorded Vote

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

Carried by: 10-0
Lost by:

05. Striking Committee Report

M. A. Aikens presented a Striking Committee Report from the meeting which preceded today’s BoH meeting, held by teleconference at 9:30 a.m.

The meeting was held to appoint a Resources Committee Chair when the position became vacant after provincially appointed Board Member Daniel Janke’s term ended on April 25, 2020. Janke was reappointed as Resources Committee Chair at the January 8, 2020 Inaugural meeting.

Aikens reported that the Committee recommended J. M. du Manoir be appointed as Resources Committee Chair with the responsibility of also sitting as a member of the Board’s Executive Committee. The recommendation included the appointment of Aikens as a member of the Resources Committee, too.

Resolution: # 3 BoH 2020-May-26

A motion by C. Reavie; seconded by C. Regier; be it resolved that the Striking Committee recommends to the Board the appointment of J. M. du Manoir as Resources Committee Chair which also includes membership on the Board’s Executive Committee and furthermore that M. A. Aikens be appointed as a member of the Resources Committee.

Carried

Recorded Vote

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

Carried by: 10-0
Lost by:

There was a fulsome discussion regarding the call for the Striking Committee to meet to appoint a new Resources Committee Chair. During the COVID-19 pandemic it was acknowledged that the Board gave permission to the Visneskie Moore, Aikens and Emon to meet, via teleconference, when necessary. The decision to call the Striking Committee meeting was reached at a teleconference held by the group.

06. 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 report to the Board:

- [Report to the Board](#)

Pages four, five and six of the Report will be extracted, corrected and added as an [addendum](#) that includes:

- COVID-19 Intake Log Totals as of May 23, 2020
- COVID-19 Intake Log Weekly Totals by Organization Type
- COVID-19 Intake Log Weekly Totals by Topics Covered.

Dr. Cushman answered questions from the Board regarding RCDHU's COVID-19 strategies.

Resolution: # 4 BoH 2020-May-26

A motion by C. Watt; seconded by J. Dumas; be it resolved that the Board accept the written Report to the Board from Dr. Robert Cushman, Acting Medical Officer of Health, as amended.

Carried

Recorded Vote

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

Carried by: 10-0
Lost by:

At 10:28 a.m. Karen Black, CPA, CA, Scott Rosien Black & Locke joined the teleconference

07. 2018 RCDHU Audited Financial Statements Presentation

K. Black, CPA, CA, Scott Rosien Black & Locke, verbally presented the [*Financial Statements of Renfrew County and District Health Unit Year ended December 31, 2019*](#) (RCDHU Audited Financial Statements) during the teleconference meeting. Black stepped through the statements, page by page and answered questions raised by the Board, as they arose.

At 11:11 a.m. C. Watt hung up the connection to the teleconference and vacated the meeting.

Resolution: # 5 BoH 2019-May-26

A motion by W. Matthews; seconded by C. Reavie; be it resolved that Board accept the Financial Statements for the year ended December 31, 2019, and

further that the Chair and Vice-Chair sign the Statements.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
	Watt, Carolyn (vacated the meeting at 11:11)	
9	Totals	0

Carried by: 9-0

Lost by:

08. Correspondence

The Board received the following correspondence:

Subject:	From:	Action:
a. Monitoring of Food Affordability and Food Insecurity	• Peterborough Public Health	<ul style="list-style-type: none"> • Sent by email on 2020-Apr-30 • Received as information
b. Ontario Poverty Reduction Strategy	• Timiskaming Health Unit	<ul style="list-style-type: none"> • Sent by email on 2020-May-01 • Received as information
c. Basic Income for Income Security during COVID-19 Pandemic and Beyond	• Simcoe Muskoka District Health Unit	<ul style="list-style-type: none"> • Sent by email on 2020-May-20 • Received as information
d. alPHA Information Break	• Association of Local Public Health (alPHA)	<ul style="list-style-type: none"> • Sent by email on 2020-May-20 • Received as information

09. Staff Reports

a. Report to the Board—Briefing Note

H. Daly provided a written report to the Board, linked below, that included the ongoing progress of the Pembroke Office relocation project and the extension of the lease agreement with the County of Renfrew:

- [Briefing Note—May 2020](#)

A fulsome discussion followed.

As a result of the discussion, the Board voted unanimously, as shown in the recorded vote below, to table the first motion referenced in Daly’s briefing note:

Resolution: # 6 BoH 2020-May-26

A motion by M. A. Aikens; seconded by W. Matthews; 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.

Recorded vote to table Resolution # 6 BoH 2020-May-26:

Recorded Vote

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

✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
	Watt, Carolyn (vacated the meeting at 11:11)	
9	Totals	0

Carried by: 9-0
Lost by:

The Chair call for a Special meeting to be held on Wednesday, May 27, 2020, at 3:00 p.m., to discuss further, with more extensive details to be provided by Daly, regarding tenders for the Pembroke office relocation project.

J. Dumas offered regrets for attendance at the Special meeting, due to other commitments.

The following motion addressed the third item in Daly's report—*Temporary accommodations*:

Resolution: # 7 BoH 2020-May-26

A motion by C. Reavie; seconded by C. Regier; be it resolved that the Board for Renfrew County and District Health Unit approves the lease extension agreement with the County of Renfrew at 7 International Drive for reduced space totalling 11,966 square feet for the period of July 1, 2020 to October 31, 2020

AND the board approves the additional operating expense of \$47K for rent during the July 1 to October 31, 2020 period.

Carried

Recorded Vote

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

✓	Visneskie Moore, Janice	
	Watt, Carolyn (vacated the meeting at 11:11)	
9	Totals	0

Carried by: 9-0
Lost by:

Resolution: # 8 BoH 2020-May-26

A motion by W. Matthews; seconded by J. Dumas; be it resolved that the Board accept the written report from H. Daly, Acting Chief Executive Officer/Director, Corporate Services, with the exception of motion # one of the Report.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
	Watt, Carolyn (vacated the meeting at 11:11)	
9	Totals	0

Carried by: 9-0
Lost by:

10. New Business

- a. Executive Committee Meetings
P. Emon, Executive Committee Chair, recommended to the Board that the Executive Committee resume monthly meetings effective June 1, 2020, or at the call of the Chair.

Resolution: # 9 BoH 2020-May-26

A motion by P. Emon; seconded by M. Donohue; be it resolved that the

Board approve the resumption of Executive Committee meetings, by teleconference, effective June 1, 2020, for monthly meetings or for meetings at the call of the Chair.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
	Watt, Carolyn (vacated the meeting at 11:11)	
9	Totals	0

Carried by: 9-0
Lost by:

- b. Regular Board Meetings by Teleconference—July and August 2020
The Board discussed item #19. *Meetings in July and August—Meetings generally do not occur in the summer months of July and August unless at the call of the Chair.*

As per the following motion, the Board agreed to meet on July 28, 2020 and August 25, 2020:

Resolution: # 10 BoH 2020-May-26

A motion by P. Emon; seconded by W. Matthews; be it resolved that the procedural by-law item 19. be suspended to allow the Board to hold meetings, by teleconference, on July 28, 2020 and August 25, 020.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
	Donohue, Michael	✓
	du Manoir, J. Michael	✓
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
	Watt, Carolyn (vacated the meeting at 11:11)	
7	Totals	2

Carried by: 7-2
Lost by:

11. Date of Next Meeting

The next Regular Board of Health meeting is scheduled for Tuesday, June 30, 2020, at 10:00 a.m., by teleconference.

12. Adjournment

Resolution: # 11 BoH 2020-May-26

A motion by C. Reavie; seconded by C. Regier; be it resolved that the Board meeting be adjourned at 12:16 p.m.

Carried

Recorded Vote

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

✓	Visneskie Moore, Janice	
	Watt, Carolyn (vacated the meeting at 11:11)	
9	Totals	0

Carried by: 9-0
Lost by:

The Regular Board meeting, held by teleconference, adjourned at 12:16 p.m.

Chair

These meeting minutes were approved by the Board on Tuesday, June 30, 2020.