



Board of Health

Special Board of Health Levy Meeting, via GoToMeeting

Wednesday, December 09, 2020

The special levy meeting of Renfrew County and District Health Unit's Board of Health was held by *GoToMeeting*. Members were present by audio and/or video.

Members:

Janice Visneskie Moore	Chair
M. Ann Aikens	Vice-Chair
Michael Donohue	Member
J. Michael du Manoir	Member
Jane Dumas	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:

Peter Emon	Member
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01. Call to Order

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

02. Agenda Approval

The agenda was amended to include an item requested on behalf of the City of Pembroke, via C. Reavie, under 11. b. New Business.

The Chair also advised the Board that the meeting would move into a closed session when Dr. Cushman joined the meeting.

Resolution: # 1 SBoH 2020-Dec-09

A motion by C. Watt; seconded by C. Reavie; be it resolved that the Board approve the agenda, as amended.

Carried

03. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

04. Delegations

There were no delegations.

05. Minutes of Previous Meetings (Approval)

- a. Regular Board Meeting Minutes 2020-Nov-24
The meeting minutes for the Regular Board meeting held on Tuesday, November 24, 2020, via *GoToMeeting*, were approved, as presented.

Resolution: # 2 SBoH 2020-Dec-09

A motion by W. Matthews; seconded by M. A. Aikens; be it resolved that the Board approve the meeting minutes from the Regular Board meeting held on Tuesday, November 24, 2020, as presented.

Carried

At 10:05 a.m., Dr. Robert Cushman, Acting Medical Officer of Health joined the meeting.

At 10:10 a.m., the meeting moved into a closed session.

06. Closed

Resolution: # 3 SBoH 2020-Dec-09

A motion by C. Regier; seconded by C. Reavie; be it resolved that the Board move into a closed meeting at 10:10 a.m. to discuss: k. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

Carried

At 10:37 a.m., Dr. Cushman vacated the meeting.

The Chair rose to report at 10:37 a.m., that the Board met in a closed meeting to discuss: k. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

07. Business Arising

a. The following two Staff items came forward from the from 2020-Nov-24 Regular BoH meeting Action List:

i. Extend Bank Overdraft

A motion to extend the bank overdraft:

Resolution: # 4 SBoH 2020-Dec-09

A motion by M. A. Aikens; seconded by W. Matthews; be it resolved that the Board extend the end date of the temporary \$1.25M overdraft with the bank from January 1 to June 1, 2021; said overdraft was originally approved by the Board on June 30, 2020.

Carried

ii. Strategic Plan

A motion to extend the RCDHU Strategic Plan—2015—2020 to 2021-Dec-31:

Resolution: # 5 SBoH 2020-Dec-09

A motion by C. Reavie; seconded by J. Dumas; be it resolved that the Board extend the 2015-2020 RCDHU Strategic Plan to include the year 2021, given the impact of the COVID-19 Pandemic response in 2020, and recognizing this is outside the regular five-year planning requirement.

Carried

b. Staff Appreciation

Original Staff Appreciation motion:

Resolution: # 8 BoH 2020-Nov-24

A motion by P. Emon; seconded by C. Reavie; be it resolved that the Board approve up to \$2500, in lieu of a Staff luncheon, to show the Board's appreciation to RCDHU Staff by way of the purchase of a \$25.00 gift card, per employee, to be used at any local venue.

Carried

The motion was amended as follows:

Resolution: # 6 SBoH 2020-Dec-09

A motion by C. Reavie; seconded by W. Matthews; be it resolved that further to Resolution # 8 BoH 2020-Nov-24 the Board approve an additional \$255.40 to cover the cost of the administration fee for each card.

Carried

08. Correspondence

There was no correspondence.

09. Staff Reports

There were no staff reports.

10. Board Committee Reports

a. Resources

J. M. du Manoir, Resources Committee Chair, presented the following report to the Board:

- [Resources Committee Board Report—2021 Obligated Municipal Levy](#)

Resolution: # 7 SBoH 2020-Dec-09

A motion by M. Donohue; seconded by M. A. Aikens; be it resolved that Board direct the Resources Committee to review the procurement policy as it pertains to the redevelopment of 141 Lake Street.

Carried

Resolution: # 8 SBoH 2020-Dec-09

A motion by C. Watt; seconded by W. Matthews; be it resolved that the Board accept the Resources Committee Board Report.

Carried

Recorded Vote

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

Carried by: 8-1
Lost by:

11. By-Laws

There were no by-laws.

12. New Business

MOH Delegated COVID-19 Hiring Authority

The Board extended the delegated hiring authority date until March 31, 2021, per the following motion:

Resolution: # 9 SBoH 2020-Dec-09

A motion by C. Reavie; seconded by J. M. du Manoir; be it resolved that the Board revise Resolution: #3 SBoH 2020-Jul-28 to extend the delegated hiring authority date from December 31, 2020 to the end of Q1 2021—2021-Mar-31.

Carried

COVID-19 Statistics for the City of Pembroke

C. Reavie brought a request from the Mayor and Council Members of the City of Pembroke that daily statistics in the RCDHU COVID-19 Case Summary, posted to the RCDHU website, record the City of Pembroke as a standalone municipality. H. Daly will bring the request to the Senior Management Team, for action.

Inaugural Board of Health Meeting

In preparation for the election of the Board of Health Chair, H. Daly and the Secretary will find the software needed to vote virtually and anonymously. It was suggested that a trial-run mock election take place before the inaugural meeting scheduled for January 8, 2021.

13. Notice of Motion

There was no notice of motion.

14. Closed

The Chair asked all those present at the meeting if they were in a secure location and alone. Everyone confirmed compliance with both requests.

Resolution: # 10 SBoH 2020-Dec-09

A motion by C. Reavie; seconded by C. Regier; be it resolved that the Board move into a closed meeting at 11:54 a.m. to discuss: k. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

Carried

The Chair rose to report at 12:31 p.m., that the Board met in a closed meeting to discuss: k. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

15. Date of Next Meeting

The Board of Health inaugural meeting will be held on Friday, January 8, 2021, at 10:00 a.m. At that time, the election of officers will take place.

On behalf of the Board, M. A. Aikens expressed gratitude to H. Daly for assuming the role of project manager for the RCDHU Pembroke office relocation project. It was an especially onerous task undertaken during the COVID-19 pandemic. Aikens also acknowledged the enormous service of RCDHU Staff during these rapidly changing times.

16. Adjournment

Resolution: # 11 SBoH 2020-Dec-09

A motion by M. Donohue; seconded by C. Watt; be it resolved that the special board of health levy meeting be adjourned at 12:35 p.m.

Carried

The Special Board of Health Levy meeting, held by GoToMeeting, adjourned at 12:35 p.m.

Chair

These Special Board Levy meeting minutes were approved by the Board at the Regular Board meeting held on Tuesday, February 23, 2021.