



Board of Health

Regular Board Meeting, via *Go-to-Meeting*

Tuesday, February 23, 2021

The regular meeting of Renfrew County and District Health Unit's Board of Health was held by *Go-to-Meeting*, due to restrictions in place because of the COVID-19 global pandemic. Members were present by audio and/or video.

Members:

M. Ann Aikens	Chair
Peter Emon	Vice-Chair (joined at 10:09 a.m.)
Michael Donohue	Member
J. Michael du Manoir	Member
Jane Dumas	Member
Wilmer Matthews	Member
Jennifer Murphy	Member
Christine Reavie	Member
Cathy Regier	Member
Carolyn Watt	Member

Staff:

Dr. Robert Cushman	Acting Medical Officer of Health (joined at 10:37 a.m.)
Heather Daly	Acting Chief Executive Officer/Director, Corporate Services
Dr. Michelle Foote	Associate Medical Officer of Health
Marilyn Halko	Executive Assistant (Secretary)

01. Call to Order

M. A. Aikens called the meeting to order at 10:00 a.m. and welcomed Dr. Michelle Foote, Associate Medical Officer of Health to the meeting.

02. Agenda Approval

The agenda was amended as follows:

- The Warden's letter was added to Correspondence as item 07. g.
- By-Law 2021-01—By-Law to Appoint Auditors was added under #10.

Resolution: # 1 BoH 2021-Feb-23

A motion by J. Dumas; seconded by C. Watt; 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. Special Board Levy Meeting Minutes 2020-Dec-09

The meeting minutes for the Special Board Levy meeting held on Wednesday, December 09, 2020, via *GoToMeeting*, were approved, as presented.

Resolution: # 2 BoH 2021-Feb-23

A motion by C. Reavie; seconded by W. Matthews; be it resolved that the Board approve the meeting minutes from the Special Board Levy meeting held on Wednesday, December 09, 2020, as presented.

Carried

b. Inaugural Board Meeting Minutes 2021-Jan-08

The meeting minutes for the Inaugural Board of Health meeting held on Friday, January 08, 2021, via *GoToMeeting*, were approved, as presented.

Resolution: # 3 BoH 2021-Jan-08

A motion by J. Murphy; seconded by J. M. du Manoir; be it resolved that the Board approve the meeting minutes from the Inaugural Board of Health meeting held on Friday, January 08, 2020, as presented.

Carried

06. Business Arising

All items from the 2020-Dec-09 Special Board Levy Meeting Action List were completed.

*Items were added to the *Parking Lot* following the Executive Committee meeting held on Tuesday, February 11, 2021.

It was noted that the extension of hiring authority expires on 2021-Mar-31.

At 10:09 a.m., Peter Emon, Vice-Chair joined the meeting.

07. Correspondence

The Board received the following correspondence:

Subject:		From:	Action:
a.	Letter School Nutrition Program	<ul style="list-style-type: none"> • Council of Ontario Directors of Education CODE and Council of Ontario Medical Officers of Health COMOH 	<ul style="list-style-type: none"> • Sent by email on 2021-Feb-05 • Received as information
b.	Letter School Reopening	<ul style="list-style-type: none"> • Council of Ontario Medical Officers of Health COMOH 	<ul style="list-style-type: none"> • Sent by email on 2021-Feb-05 • Received as information.
c.	Letter Paid Sick Leave	<ul style="list-style-type: none"> • alpha 	<ul style="list-style-type: none"> • Sent by email on 2021-Feb-05 • Received as information.
d.	Support for Bill 216 Food Literacy for Students Act, 2020	<ul style="list-style-type: none"> • Peterborough Public Health 	<ul style="list-style-type: none"> • Sent by email on 2021-Feb-09 • Received as information.
e.	Paid Sick Leave during an Infectious Disease Emergency	<ul style="list-style-type: none"> • Peterborough Public Health 	<ul style="list-style-type: none"> • Sent by email on 2021-Feb-17 • Received as information.
f.	Paid Sick Leave during COVID-19 and Beyond	<ul style="list-style-type: none"> • Chatham-Kent Public Health 	<ul style="list-style-type: none"> • Sent by email on 2021-Feb-17 • Received as information.
g.	Warden's Letter	<ul style="list-style-type: none"> • County of Renfrew 	<ul style="list-style-type: none"> • Sent by email on 2021-Feb-22 as background information for the Resources Committee Report

The above correspondence: items 07. a., b., c., d., e., and f. were bundled together and referred to the Executive Committee, as determinants of health, for placement in the *Action List—Parking Lot*.

Board Committee Reports moved up on the agenda to item 08. a. and b., until Dr. Robert Cushman, Acting Medical Officer of Health, could join the meeting.

08. Board Committee Reports

a. Executive

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

- [Executive Committee Board Report](#)—2021-Feb-11

At the Executive Committee meeting, scheduled for April 8, 2021, Committee Chairs will present their Committee's top priorities for the 2021 RCDHU Board Work Plan.

The Board Chair stepped through each item on the *Executive Committee Board Report* and called for questions from the Board Members.

Resolution: # 4 BoH 2021-Feb-23

A motion by P. Emon; seconded by C. Reavie; be it resolved that the Board accept the Executive Committee Board Report.

Carried

b. Resources

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

- [Resources Committee Board Report](#) with [Briefing Note](#)—2021-Feb-16

H. Daly reported that a final inspection is pending by the City of Pembroke Building Inspector, for the full occupancy certificate. There are several completion reports due from the architect and engineer as well.

At 10:37 a.m., Dr. Robert Cushman, Acting Medical Officer of Health joined the meeting.

When Dr. Cushman joined the meeting the *Resources Committee Board Report* was put on hold and continued after the completion of Dr. Cushman's *Report to the Board*.

09. Staff Reports

- a. 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](#)

The Report included the following documents:

- Appendix A
 - [Biography—Dr. Michelle Foote](#)
- Appendix B—Update on Ontario Health Teams (OHT): Four Rivers and Renfrew County
 - [Ontario Health Teams—OHT Update and Network 24 Overview](#)
 - [Green Light for Ontario Health Team Application](#)
 - [Target audience: Four Rivers OHT members' internal audiences](#)
- Appendix C
 - [Renfrew County and District Health Unit—COVID-19 Epidemiology Update—February 14, 2021](#)
- Appendix D
 - [COVID-19 Vaccine Distribution and Administration Plan—current as of February 12, 2021](#)
 - [COVID-19 Vaccine Distribution and Administration Plan Summary—current as of February 12, 2021](#)

The Board Chair stepped through each item on Dr. Cushman's *Report to the Board* and called for questions or comments from Board Members.

Dr. Cushman and Dr. Foote answered questions and queries regarding items from the *Report*.

Resolution: # 5 BoH 2021-Feb-23

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.

Carried

08. Board Committee Reports (cont.)

- b. Resources Committee Board Report (continued)
Resources Committee Chair—J. M. du Manoir resumed the *Resources Committee Board Report at Information item #4*.

The Board Chair stepped through each item on the *Resources Committee Board Report* and called for questions or comments from Board Members.

As a result, the following motions were brought forward:

Resolution: # 6 BoH 2021-Feb-23

A motion by M. Donohue; seconded by J. Murphy; be it resolved that Recommendation 1 be severed from the Resources Committee Report and considered separately.

Defeated

Recorded Vote

Yes	Name of Board Member	No
	Aikens, M. Ann	✓
✓	Donohue, Michael	
	du Manoir, J. Michael	✓
	Dumas, Jane	✓
✓	Emon, Peter	
	Matthews, Wilmer	✓
✓	Murphy, Jennifer	
	Reavie, Christine	✓
	Regier, Cathy	✓
	Watt, Carolyn	✓
3	Totals	7

Carried by:
Lost by: 7-3

Resolution: # 7 BoH 2021-Feb-23

A motion by J. M. du Manoir; seconded by C. Reavie; 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	✓
✓	Matthews, Wilmer	
	Murphy, Jennifer	✓
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Watt, Carolyn	
7	Totals	3

Carried by: 7-3
Lost by:

At 11:46 a.m., Dr. Cushman vacated the meeting.

Resolution: # 8 BoH 2021-Feb-23

A motion by M. Donohue; seconded by P. Emon; be it resolved that staff be directed to prepare a report for the March 30th Board meeting on the procurement process followed, the number of bidders, where applicable, and the rationale to award the contract for the procurement of office furniture, as well as the contract for architectural/engineering consultants for the relocation of the head office to 141 Lake Street; And be it further resolved that Resolutions #3 RC 2021-02-16 and #4 RC 2021-02-16 be deferred to the March 30th Board meeting.

Defeated

Recorded Vote

Yes	Name of Board Member	No
	Aikens, M. Ann	✓
✓	Donohue, Michael	
	du Manoir, J. Michael	✓
	Dumas, Jane	✓
✓	Emon, Peter	
	Matthews, Wilmer	✓
✓	Murphy, Jennifer	
	Reavie, Christine	✓
	Regier, Cathy	✓
	Watt, Carolyn	✓
3	Totals	7

Carried by:
Lost by: 7-3

10. By-Laws

The Board approved [By-Law 2021-01—By-Law to Appoint Auditors](#), contained in the Resources Committee Board Report, as amended.

Resolution: # 9 BoH 2021-Feb-23

A motion by J. M. du Manoir; seconded by C. Watt; be it resolved that the Board approve By-Law 2021-01—By-Law to Appoint Auditors, as amended.

Carried

11. New Business

a. Board Chair Letter of Appreciation

The Board Chair M. A. Aikens requested direction from the Board to write a letter of appreciation to the former Board Chair—Janice Tiedje (aka—Janice Visneskie Moore), in recognition of the many years of service to Renfrew County and District Health Unit’s Board of Health and to the people of Renfrew County and District.

Resolution: # 10 BoH 2021-Feb-23

A motion by J. M. du Manoir; seconded by C. Watt; be it resolved that the Board direct the Board Chair to write a letter of appreciation to the former Board Chair—Janice Tiedje in recognition of the many years of service to Renfrew County and District Health Unit’s Board of Health and to the residents of Renfrew County and District.

Carried

Recorded Vote

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

✓	Watt, Carolyn	
10	Totals	0

Carried by: 10-0
Lost by:

The motion was carried unanimously.

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 meeting is scheduled for Tuesday, March 30, 2021, at 10:00 a.m. or at the call of the Chair.

15. Adjournment

Resolution: # 11 BoH 2021-Feb-23

A motion by C. Reavie; seconded by C. Regie; be it resolved that the Regular Board meeting be adjourned at 12:29 p.m.

Carried

The Regular Board meeting, held by GoToMeeting, adjourned at 12:29 p.m.

*The original meeting minutes were signed by
Board of Health Chair, Ann Aikens*

Chair

These meeting minutes were approved by the Board at the Regular Board meeting held on Tuesday, March 30, 2021.