



Board of Health

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

Tuesday, May 25, 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:

Ann Aikens	Chair
Peter Emon	Vice-Chair
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:

Vicki Benoit	Director, Health Protection
Lindsey Cameron-Dermann	Coordinator, Epidemiology and Health Analytics
Dr. Robert Cushman	Acting Medical Officer of Health
Dr. Michelle Foote	Associate Medical Officer of Health
Marilyn Halko	Executive Assistant (Secretary)
Carla Walters	Director, Health Promotion/Chief Nursing Officer

Guest:

Karen Black	Scott Rosien Black & Locke
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01. Call to Order

Ann Aikens called the meeting to order at 9:59 a.m.

02. Agenda Approval

The agenda was approved as presented.

Resolution: # 1 BoH 2021-May-25

A motion by J. Dumas; seconded by J. Murphy; be it resolved that the Board approve the agenda, as presented.

Carried

03. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

04. Delegations

2020 RCDHU Audited Financial Statements

Karen Black, Scott Rosien Black & Locke, stepped through each page of the *2020 RCDHU Audited Financial Statements*, in a presentation to the Board that included the following documents:

- a. [2020 RCDHU Audited Financial Statements Presentation](#)
- b. [2020 Audit Findings Letter](#)
- c. [2020 Independence Letter](#)
- d. [2020 Audit Representation Letter](#).

At the completion of the presentation, K. Black answered questions from Board Members.

Board requested clarification in the Notes to further explain the circumstances surrounding COVID-19 and the Province's direction to reallocate program funds to the pandemic response, during 2020.

A Board Member requested that in Note 7—Grants—Province of Ontario, the \$509,647 budgeted Provincial Mitigation funding be removed from the Mandatory Programs line and included in the Mitigation line.

A Board Member requested more details on the accumulated surplus. K. Black will forward the information.

A Board Member requested a review of the legacy accounts, payable to the Province of Ontario. Referred to the Resources Committee.

The Board Chair thanked K. Black and commended the Acting Chief Executive Officer/Director, Corporate Services and her Team for another clean audit

particularly during the complexities of COVID-19 and the relocation project.

At 11:03 a.m., K. Black vacated the meeting.

Resolution: # 2 BoH 2021-May-25

A motion by C. Reavie; seconded by C. Watt; be it resolved that the Board accept the Financial Statements for the year ended December 31, 2020, as amended, and further that the Chair and Vice-Chair sign the Statements.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, 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:

05. Minutes of Previous Meetings (Approval)

- a. Regular Board Meeting Minutes 2021-Apr-27
The meeting minutes for the Regular Board meeting held on Tuesday, April 27, 2021, via *GoToMeeting*, were approved, as presented.

Resolution: # 3 BoH 2021-May-25

A motion by J. Murphy; seconded by C. Regier; be it resolved that the Board approve the meeting minutes from the Regular Board meeting held on Tuesday, April 27, 2021, as presented.

Carried

06. Business Arising

- a. Action List—Regular Board Meeting—2021-Apr-27—updated
All items from the updated *Action List—2021-Apr-27* Regular Board Meeting were completed or deferred to a later date.

07. Correspondence

The Board received the following correspondence:

Subject:		From:	Action:
a.	Basic Income for Income Security during COVID-19 Pandemic and Beyond	• County of Lambton	<ul style="list-style-type: none"> • Sent by email on 2021-Apr-26 • Referred to the Executive Committee.
b.	Registration Now Open for 2021 aPHa Annual Conference on June 8th	• aPHa	<ul style="list-style-type: none"> • Sent by email on 2021-Apr-26 • Five RCDHU BoH Members registered.
c.	Register now for aPHa 2021 aPHa AGM & Conference	• aPHa	<ul style="list-style-type: none"> • Sent by email on 2021-May-10 • Five RCDHU BoH Members registered.
d.	Thanks to Premier for Stay at Home Extension	• Peterborough Public Health	<ul style="list-style-type: none"> • Sent by email on 2021-May-17 • Received as information.
e.	Resolutions for Consideration Package	• aPHa	<ul style="list-style-type: none"> • Sent by email on 2021-May-17 • One resolution for consideration.
f.	Ontario Expanding Access to Dental Care and Affordable Prescription Drugs for Vulnerable Seniors	• Ontario News (distributed by aPHa)	<ul style="list-style-type: none"> • Sent by email on 2021-May-17 • Referred to the Executive Committee.

08. Board Committee Reports

a. Executive

P. Emon, Executive Committee Chair, stepped through the following:

- [Report to the Board—2021-May-13.](#)

Resolution: # 4 BoH 2021-May-25

A motion by M. Donohue; seconded by P. Emon; be it resolved that # 3 EC 2021-May-13 be severed from the May 13, 2021, Executive Committee Board Report.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, Ann	
✓	Donohue, Michael	
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
✓	Emon, Peter	
	Matthews, Wilmer	✓
✓	Murphy, Jennifer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Watt, Carolyn	
9	Totals	1

Carried by: 9-1
Lost by:

Resolution: # 5 BoH 2021-May-25

A motion by P. Emon; seconded by J. Dumas; be it resolved that the Board approve that the Governance Committee and the Stakeholder Relations Committee resume meeting, effective October 1, 2021.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, Ann	
	Donohue, Michael	✓
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
	Murphy, Jennifer	✓
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Watt, Carolyn	
8	Totals	2

Carried by: 8-2
Lost by:

Resolution: # 6 BoH 2021-May-25

A motion by C. Reavie; seconded by J. Murphy; be it resolved that the Board accept the Executive Committee Board Report—2021-May-13, as amended.

Carried

At 11:29 a.m., Dr. Cushman, Dr. Foote and Lindsey Cameron-Dermann joined the meeting.

09. Staff Reports

(Presented after 08. a. Executive Committee)

- a. Report to the Board—Acting Medical Officer of Health
Dr. Robert Cushman, Acting Medical Officer of Health, Renfrew County and District Health Unit, gave a verbal report complemented by an epidemiology presentation by L. Cameron-Dermann:

- [Report to the Board.](#)

The *Report* included the following information:

- Case Demographics of Total Cases to Date
- Weekly Incidence Rate COVID-19
- Variants of Concern (VOCs) Cases
- Confirmed COVID-19 Outbreaks
- Confirmed COVID-19 Cases and High-Risk Contact
- COVID-19 Vaccinations
- Confirmed Cases of COVID-19 Following Vaccination in RCD
- Key Epidemiology Messages.

Resolution: # 7 BoH 2021-May-25

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

Carried

At 12:26 a.m., Dr. Cushman, Dr. Foote and L. Cameron-Dermann vacated the meeting.

At 12:26 a.m., the Chair recessed the meeting until 1:00 p.m.

At 12:26 a.m., P. Emon vacated the meeting.

At 1:02 p.m., Dr. Cushman rejoined the meeting.

08. Board Committee Reports resumed at 1:02 p.m.

- b. Resources

J.M. du Manoir, Resources Committee Chair, presented the following report to the Board, which included H. Daly's [Briefing Note—May 2021](#):

- [Resources Committee Board Report—2021-May-18.](#)

J. M. du Manoir stepped through the *Briefing Note* and the *Report* and answered questions from the Board.

Resolution: # 8 BoH 2021-May-25

A motion by J. M. du Manoir; seconded by C. Reavie; be it resolved that the Board accept the Resources Committee Board Report—2021-May-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

The Chair verified that all Members were alone, in a secure location, before the meeting moved into the closed session.

Resolution: # 9 BoH 2021-May-25

A motion by J. M. du Manoir; seconded by C. Regier; be it resolved that the Board move into a closed meeting at 1:20 p.m. to discuss: b. personal matters about an identifiable individual, including municipal or local board employees; d. labour relations or employee negotiations; and 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 2:52 p.m. that the Board met in a closed meeting to discuss: b. personal matters about an identifiable individual, including municipal or local board employees; d. labour relations or employee negotiations; and 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.

Resolution: # 10 BoH 2021-May-25

A motion by J. Murphy; seconded by C. Regier; be it resolved that the Board approve the draft collective agreement negotiated with the Ontario Public Service Employees Union, and further that the Board authorize the Chair and the Acting Chief Executive Officer/Director, Corporate Services to sign the agreement.

Carried

The Secretary was directed to remove the CONFIDENTIAL watermark from the *RELOCATION 2020—Accommodation Working Group Report—2019-Sep-24* and post the document to the Board Portal.

At 2:55 p.m., J. Murphy vacated the meeting.

Resolution: # 11 BoH 2021-May-25

A motion by C. Reavie; seconded by J. Dumas;

WHEREAS: Board confirms its commitment to maintaining safe, supportive workplaces where all individuals are treated with dignity and respect is important to the continued success of Renfrew County and District Health Unit.

BE IT RESOLVED THAT the Board Chair and the Chair of the Governance Committee be directed to ensure that a facilitated in-service, on this topic be included at the Board Retreat in 2021 not later than November 1, 2021 (preferably in person, COVID-19 restrictions allowing).

AND FURTHER that funds required for this be allocated from the Board expenses lines in the 2021 Budget.

Carried

Recorded Vote

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

Carried by: 8-0

14. Date of Next Meeting

The next Regular Board meeting is scheduled for Tuesday, June 29, 2021, at 10:00 a.m. or at the call of the Chair.

15. Adjournment

Resolution: # 12 BoH 2021-Mar-30

A motion by C. Watt; seconded by C. Reavie; be it resolved that the Regular Board meeting be adjourned at 3:05 p.m.

Carried

The Regular Board meeting, held by GoToMeeting, adjourned at 3:05 p.m.

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

Chair

The Board approved these meeting minutes at the Regular Board Meeting held on Tuesday, June 29, 2021, via GoToMeeting.