



## Board of Health

### Resources Committee Meeting, via *Microsoft Teams*

Monday, December 6, 2021

The meeting of Renfrew County and District Health Unit's Resources Committee was held via the online video conferencing platform—*Microsoft Teams*. All members were available by video.

#### Members:

J. Michael du Manoir	Chair
Ann Aikens	Member
Joanne King	Member
Carolyn Watt	Member

#### Staff:

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

#### Regrets:

Jennifer Murphy	Member
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#### 1. Call to Order

J. Michael du Manoir called the meeting to order at 1:00 p.m.

#### 2. Agenda Approval

The agenda was amended as follows:

- Item 06. c.—Oversight for HR—was deferred to a future meeting.

#### Resolution: #1 RC 2021-Dec-06

Moved by C. Watt; seconded by A. Aikens; be it resolved that the Resources Committee approve the agenda, as amended.

Carried

**3. Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

**4. Delegations**

There were no delegations.

**5. Minutes of Previous Meetings (Approval)**

- a. Resources Committee Meeting Minutes 2021-Oct-19

The Committee approved the meeting minutes for Tuesday, October 19, 2021.

**Resolution: #2 RC 2021-Dec-06**

Moved by A. Aikens; seconded by C. Watt; be it resolved that the Resources Committee approve the meeting minutes from the Resources Committee meeting held on Tuesday, October 19, 2021, as presented

Carried

**6. Business Arising**

- a. Action List—Regular BoH—2021-Nov-30

The Committee reviewed the [Action List](#).

- b. Administrative Procurement Policies

FP03—Financial Procurement

The Committee discussed suggested changes, after H. Daly presented—  
[FP03—Procurement Authority: Tendering and Acquisition of Supplies/Services/Conferences](#).

**Resolution: #3 RC 2021-Dec-06**

Moved by C. Watt; seconded by A. Aikens; be it resolved that the Resources Committee recommends that the Board of Health approve FP03—Procurement Authority: Tendering and Acquisition of Supplies/Services/Conferences, as amended.

Carried

**7. Correspondence**

There was no correspondence.

**8. Staff Reports**

- a. Q3 Financial Report

The Committee reviewed the draft preliminary [Q3 Financial Report](#), presented by H. Daly. The final version of the Report will be brought back

to the Committee and the Board in January or February 2022.

In the preliminary draft report, the budget for RCDHU is at 94% spend at the end of Q3. The Ministry of Health has confirmed additional one-time funding per the [Ministry 2021 COVID Funding Update](#).

- b. 2022 Obligated Municipal Levy Report  
Report on Municipal Funding Requirement  
The Committee discussed the presentation by H. Daly—[2022 Obligated Municipal Levy Report](#) and agreed, in the current circumstances, that “status quo” is a valid and reasonable approach.

#### **Resolution #4 RC 2021- Dec-06**

Moved by J. King; seconded by A. Aikens; be it resolved that the Resources Committee recommends that the Board approve 2022 Obligated Municipal Levy Report.

Carried

- c. HBHC Attestation Report  
The Committee discussed the presentation by H. Daly—[HBHC Attestation Report](#). An additional financial audit for the HBHC Program was completed for the period from 2021-Jan-01 to 2021-Mar-31.

#### **Resolution #5 RC 2021- Dec-06**

Moved by A. Aikens; seconded by J. King; be it resolved that the Resources Committee recommends that the Board of Health accept the HBHC Attestation Report, and further authorize the Chair to sign same.

Carried

- d. MOH COVID Funding Update  
H. Daly presented an update from the [Ministry 2021 COVID Funding Update](#).

### **9. Board Committee Reports**

There were no Board Committee reports.

### **10. By-Laws**

There were no items in by-laws.

## 11. New Business

- a. Extension of Delegated Hiring Authority

The Committee discussed and reviewed the [history of the delegated hiring authority](#). H. Daly reported that extraordinary COVID-19 funding has been confirmed for 2022 ([MOH COVID Funding Update](#)).

### **Resolution #6 RC 2021- Dec-06**

Moved by A. Aikens; seconded by C. Watt; be it resolved that the Resources Committee recommends that the Board of Health extend the delegated hiring authority from 2021-Dec-31 to 2022-Jun-30.

Carried

## 12. Notice of Motion

There was no notice of motion.

## 13. Closed Meeting

The Committee Chair ensured, with a show of hands from the Committee Members, that all Members were alone and in a secure location before moving into the closed session of the meeting at 1:55 p.m.

### **Resolution: #7 RC 2021-Dec-06**

Moved by A. Aikens; seconded by C. Watt; that the Resources Committee move into a closed meeting at 1:55 p.m. to discuss: a. the security of the property of the municipality or local board.

Carried

The Committee Chair rose to report at 2:15 p.m. that the Resources Committee met in a closed meeting to discuss: a. the security of the property of the municipality or local board.

## 14. Date of Next Meetings

The next Resources Committee meeting will be at the call of the Chair.

## 15. Adjournment

### **Resolution: #8 RC 2021-Dec-06**

Moved by J. King; seconded by A. Aikens; be it resolved that the Resources Committee meeting be adjourned at 2:15 p.m.

Carried

The Resources Committee meeting, held on *Microsoft Teams*, adjourned at 2:15 p.m.

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Committee Chair

*The Committee approved these meeting minutes at the Resources Committee meeting held on Monday, February 14, 2022.*