



Board of Health

Resources Committee Meeting, via *Microsoft Teams*

Thursday, September 15, 2022

The meeting of Renfrew County and District Health Unit's Resources Committee was held via *Microsoft Teams*. All members were available by video and/or audio.

Members:

J. Michael du Manoir	Chair
Ann Aikens	Member
James Brose	Member
Carolyn Watt	Member

Staff:

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

01. Call to Order

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

02. Agenda Approval

The agenda was approved, as presented.

Resolution: #1 RC 2022-Sep-15

Moved by J. Brose; seconded by C. Watt; be it resolved that the Resources Committee approve the agenda, as presented.

Carried

03. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

04. Minutes of Previous Meetings (Approval)

- a. Resources Committee Meeting Minutes 2022-Jun-20
The meeting minutes were approved for Monday, June 20, 2022.

Resolution: #2 RC 2022-Sep-15

Moved by J. Brose; seconded by A. Aikens; be it resolved that the Resources Committee approve the meeting minutes from Monday, June 20, 2022, as presented.

Carried

05. Business Arising

a. Action List—Regular BoH—2022-Jun-28

The Committee reviewed the [Action List](#), dated 2022-Jun-28, and discussed the following:

i. Auditor

The Committee reviewed this item from the Action List.

H. Daly reported that the HPPA discusses the rights of municipalities to audit the health unit books but does not specify the use of the same auditor. As a practice, many health units use the same auditors.

The matter was sent to legal for a clear and concise opinion.

b. Oversight for HR

This item was deferred to a future meeting.

06. Staff Reports

a. Q2 Financial and HR Update

The Committee discussed the following report from H. Daly:

- [Q2 Financial and HR Update](#).

Chair du Manoir reviewed the *Q2 Financial and HR Update* and called for comments and questions.

The Committee Chair thanked H. Daly for the report.

Resolution #3 RC 2022-Sep-15

Moved by C. Watt; seconded by J. Brose; be it resolved that the Resources Committee accept the *Q2 Financial and HR Update*, as presented by H. Daly, Acting Chief Executive Officer/Director, Corporate Services.

Carried

07. New Business

a. Lease Renewal—Renfrew Office

The Committee discussed the *Renfrew Office Lease*, which is up for renewal, expiring June 30, 2023. Per Section 6.4 b) of the lease, RCDHU is to provide written notice nine months prior to expiry (by October 1, 2022) if it wishes to extend for an additional five-year term. Each of the points in the slide deck appended to the Lease in the Committee information package was discussed in depth.

i. [Renfrew Lease](#).

Resolution #4 RC 2022-Sep-15

Moved by C. Watt; seconded by J. Brose; be it resolved that the Resources Committee recommends to the Board that written notice be given to the County of Renfrew of Renfrew County and District Health Unit's intent to vacate the premises leased at 450 O'Brien Road, Renfrew, ON, at the end of the current lease term.

Carried

08. Notice of Motion

There was no notice of motion.

09. Closed Meeting

There was no closed meeting.

10. Date of Next Meeting

The next Resources Committee meeting is scheduled for Thursday, October 13, 2022, at 1:00 p.m. or at the call of the Chair.

11. Adjournment

Resolution: #4 RC 2022-Sep-15

Moved by C. Watt; seconded by J. Brose; be it resolved that the Resources Committee meeting be adjourned at 1:50 p.m.

Carried

The Resources Committee meeting, held on *Microsoft Teams*, adjourned at 1:50 p.m.

Committee Chair

These meeting minutes were approved by the Committee on Monday, November 21, 2022.