



Board of Health

Regular Board Meeting

Tuesday, September 24, 2019

The regular meeting of Renfrew County and District Health Unit's Board of Health was held in the RCDHU Classroom at 7 International Drive, Pembroke, Ontario.

Present:

Janice Visneskie Moore	Chair
Carolyn Watt	Vice-Chair
M. Ann Aikens	Member
Michael Donohue	Member
J. Michael du Manoir	Member
Jane Dumas	Member
Peter Emon	Member
Daniel Janke	Member
Wilmer Matthews	Member
Christine Reavie	Member

Staff:

Vicki Benoit	Director, Health Protection
Heather Daly	Acting Chief Executive Officer/Director, Corporate Services
Marilyn Halko	Executive Assistant (Secretary)
Liz McLaren	Manager, Healthy Communities
Carla Walters	Director, Health Promotion/Chief Nursing Officer

01. Call to Order

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

02. Agenda Approval

The agenda was amended as follows:

- Item 08. a. Ontario Seniors Dental Care Program (OSDCP)—Overview was moved to item 05.
- Item 13. Closed Meeting was moved to item 06.

- Item 09. a. Executive Committee Board Report was moved to item 06. Closed Meeting.
- Dr. Cushman’s Report to the Board was presented in Closed.
- Item 11. New Business was moved to item 07.
- All other items on the agenda were re-numbered accordingly.

Resolution: # 1 BoH 2019-Sep-24

A motion by J. Dumas; seconded by P. Emon; be it resolved that Board approve the agenda, as amended.

Carried

03. Delegations

There were no delegations.

04. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

05. Ontario Seniors Dental Care Program (OSDCP)—Overview

The following overview--Ontario Seniors Dental Care Program, was presented to the Board by L. McLaren and C. Walters:

- [Board Report—Ontario Seniors Dental Care Program.](#)

There was a question and answer period, following the presentation.

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

At 10:12 a.m. Debbie Robinson, Board Member, joined the meeting.

06. Closed Meeting

The meeting moved in to a closed session as per Municipal Act Section 239 (2) (k) to discuss a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried out on behalf of the Board.

Resolution: # 2 BoH 2019-Sep-24

A motion by M. A. Aikens; seconded by J. Dumas; be it resolved that the Board move in to a closed meeting to discuss a position, plan, procedure, criteria or instruction to be applied to any negotiations at 10:20 a.m.

Carried

At 11:58 a.m. Dr. Cushman disconnected his telephone connection to the meeting.

At 12:30 p.m. the Chair rose to report that Board met in a closed meeting as per Municipal Act Section 239 (2) (k) to discuss a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried out on behalf of the Board regarding 1. the lease at 7 International Drive and 2. Public Health Modernization.

Resolution: # 3 BoH 2019-Sep-24

A motion by P. Emon; seconded by J. M. du Manoir; be it resolved that Board appoint four Board members to an ad-hoc committee to negotiate a lease reflective of the operational needs of RCDHU on a go-forward basis with either the County of Renfrew or Pembroke City Centre for presentation to Board at a Special Board Meeting at a date to be determined by the Chair.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Janke, Daniel	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Robinson, Debbie	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
11	Totals	0

Carried by: 11
Lost by:

The following motion fell:

Resolution: # 4 BoH 2019-Sep-24

A motion by C. Watt; seconded by C. Reavie; be it resolved that Board appoint the following members to the Accommodation Working Group—Peter Emon,

Janice Visneskie Moore, Michael Donohue, Danny Janke, Mike du Manoir and Anne Aikens.

Not Carried

Resolution: # 5 BoH 2019-Sep-24

A motion by C. Watt; seconded by C. Reavie; be it resolved that Board appoint the following members to the Accommodation Working Group—Peter Emon, Janice Visneskie Moore, Danny Janke and Mike du Manoir.

Carried

Resolution: # 6 BoH 2019-Sep-24

A motion by M. Donohue; seconded by W. Matthews; be it resolved that Board direct that all confidential materials to be discussed at Board or Committee meetings be posted on the password protected Board Portal concurrently with open meeting materials.

Carried

07. New Business

- a. Contract Extension and Appointment of Dr. Robert Cushman, Acting Medical Officer of Health

There were no identified changes to last year's contract for Dr. Robert Cushman, Acting Medical Officer of Health, Renfrew County and District Health Unit.

Resolution: # 7 BoH 2019-Sep-24

A motion by J. Dumas; seconded by P. Emon; be it resolved that Board will extend the contract of Dr. Robert Cushman, appointing him as Acting Medical Officer of Health for Renfrew County and District Health Unit for up to one year, as necessary, effective October 25, 2019.

Carried

At 1:14 p.m. J. Dumas vacated the meeting.

- b. aPHa Fall 2019 Symposium

Chair Visneskie Moore requested that Board approve her attendance at the [aPHa Fall 2019 Symposium](#) on November 06 and 07, in Toronto.

Resolution: # 8 BoH 2019-Sep-24

A motion by P. Emon; seconded by M. A. Aikens; be it resolved that Board approve the attendance of Chair J. Visneskie Moore at the aPHa Fall 2019 Symposium—November 6 and 7, 2019 in Toronto.

Carried

08. Minutes of Previous Meetings (Approval)

- a. The Board approved the meeting minutes for the Special Board meeting held on Friday, May 24, 2019, amended as per Resolution: # 14 BoH 2019-Sep-24.

Resolution: # 9 BoH 2019-Sep-24

A motion by M. A. Aikens; seconded by D. Robinson; be it resolved that the Board approve the Special Board meeting minutes of Friday, May 24, 2019, as amended.

Carried

- b. The Board approved the meeting minutes for the Special Board meeting held on Thursday, June 20, 2019, amended as per Resolution: # 14 BoH 2019-Sep-24.

Resolution: # 10 BoH 2019-Sep-24

A motion by M. A. Aikens; seconded by D. Robinson; be it resolved that the Board approve the Special Board meeting minutes of Thursday, June 20, 2019, as amended.

Carried

- c. The Board approved the meeting minutes for the Regular Board meeting held on Tuesday, June 25, 2019.

Resolution: # 11 BoH 2019-Sep-24

A motion by C. Reavie; seconded by C. Watt; be it resolved that the Board approve the Regular Board meeting minutes of Tuesday, June 25, 2019, as presented.

Carried

- d. The Board approved the meeting minutes for the Special Board meeting held on Thursday, June 27, 2019, amended as per Resolution: # 14 BoH 2019-Sep-24.

Resolution: # 12 BoH 2019-Sep-24

A motion by W. Matthews; seconded by C. Reavie; be it resolved that the Board approve the Special Board meeting minutes of Thursday, June 27, 2019, as amended.

Carried

- e. The Board approved the amended meeting minutes for the Special Board

meeting held on Tuesday, July 30, 2019, amended as per Resolution: # 14 BoH 2019-Sep-24.

Resolution: # 13 BoH 2019-Sep-24

A motion by P. Emon; seconded by C. Reavie; be it resolved that the Board approve the Special Board meeting minutes of Tuesday, July 30, 2019, as amended.

Carried

After coming out of closed sessions, the rise and report paragraph in meeting minutes will include a time and descriptor for going in to the closed session, referencing Municipal Act 239 (2) and an article letter.

Resolution: # 14 BoH 2019-Sep-24

A motion by M. Donohue; seconded by C. Watt; be it resolved that Board amend the minutes of May 24th, June 20th, June 25, June 27th and July 30th to cite the following at rising and reporting out closed session at (time) the Chair rose to report that Board met in a closed meeting as per Municipal Act Section 239 (2) (k) to discuss a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried out on behalf of the Board regarding the lease at 7 International Drive.

Carried

09. Business Arising

None

10. Correspondence

	Subject:	From:	Action:
a.	Protecting Children through Immunization	• Grey Bruce Health Unit	• Received as information
b.	Smoke/Vape Free Outdoor Spaces	• Grey Bruce Health Unit	• Received as information
c.	Smoke-Free Multi-Unit Dwellings	• Grey Bruce Health Unit	• Received as information

11. Staff Reports

a. **2018 RCDHU Annual Report**

Melissa Botz, Coordinator, Foundational Standards, provided the Board with

a brief overview of the [2018 Annual Report](#).

The Report will be released on October 01, 2019 and posted to the RCDHU website.

There was a question and answer period, following the presentation.

Resolution: # 15 BoH 2019-Sep-24

A motion by P. Emon; seconded by D. Robinson; be it resolved that the Board express our appreciation to RCDHU staff for the production of the 2018 Annual Report and encourage them to release it on Oct 01/19 as planned.

Carried

At 1:48 p.m. P. Emon vacated the meeting.

b. **2019 Corporate Operational and Risk Plan—Q2 Report**

Colleen Musclow, Coordinator, Foundational Standards, presented highlights of the 2019 Corporate Operational and Risk Plan—Quarterly Report to the Board of Health and Staff—Q2 Report (April 1, 2019 - June 30, 2019), as follows:

- [Q2 Report—2019 Corporate Operational and Risk Plan](#)

At 1:51 p.m. C. Watt vacated the meeting.

There was a question and answer period, following the presentation.

Resolution: # 16 BoH 2019-Sep-24

A motion by C. Reavie; seconded by M. Donohue; be it resolved that Board accept the 2019 Corporate Operational and Risk Plan—Q2 Report, as presented by.

Carried

c. **Q2 Financials—Overview**

H. Daly gave an overview of the Q2 Financials which included a [Briefing Note](#) and the following schedules:

- Schedule A—Budget vs. Actuals – 2019 – Q2 Reporting
- Schedule B—Summary of Expenditures for 2019—All Funding Sources—Q2 Report Actuals to Budget with Administration

- Schedule C—Funding letter for delivery of Healthy Babies Healthy Children Program Project from the Ministry of Children, Community and Social Services (MCCSS)
- Schedule D—letter re: 2019-20 funding year from the Ministry of Health—verifying that the 2020 municipal share will be 30% with the possibility of one-time mitigation funding—Schedule A—*Grants and Budget (January 01, 2019 to December 31, 2019)* was also included.
- Ontario Seniors Dental Care Program (OSDCP) was confirmed—100% funding for \$452K, prorated over nine months.

Resolution: # 17 BoH 2019-Sep-24

A motion by J. M. du Manoir; seconded by D. Janke; be it resolved that the Board accept the Q2 Financials, as presented.

Carried

In addition, the Board approved the purchase of dental equipment for the Ontario Seniors Dental Care Program.

Resolution: # 18 BoH 2019-Sep-24

A motion by C. Reavie; seconded by D. Robinson; be it resolved that Board approve an expenditure in the amount of \$107,236.00 for the purchase of dental equipment required for the Ontario Seniors Dental Care Program (OSDCP).

Carried

At 2:20 p.m. D. Robinson vacated the meeting.

12. By-Laws

None

13. Notice of Motion

None

14. Date of Next Meeting

The next Regular Board of Health meeting is scheduled for Tuesday, October 29, 2019 at 10:00 a.m. in the RCDHU Classroom.

15. Adjournment

Resolution: # 19 BoH 2019-Sep-24

A motion by C. Reavie; seconded by M. A. Aikens; be it resolved that the Board meeting be adjourned at 2:26 p.m.

Carried

The Regular Board meeting adjourned at 2:26 p.m.

Chair

The approved meeting minutes were signed by Board of Health Chair, J. Visneskie Moore.