



Minutes of the Board of Health Regular Meeting
 Thursday, September 19, 2019
 Videoconference
 Board Room/Room C
 458 Laurier Blvd., Brockville/25 Johnston Street, Smiths Falls
 4:00 p.m. – 5:25 p.m.

Present:

Doug Malanka, Chair	Anne Warren
Candace Kaine, Vice Chair	Ray Young
Peter McKenna	Absent: Bill Dobson
Sherryl Smith	Regrets: Jeff Earle
Doug Struthers	Paula Stewart, Medical Officer of Health
Toni Surko	Heather Bruce, Executive Assistant

Tammy Anderson, HR Manager	Jane Hess, Director - HLD
Paul Armstrong, IT Supervisor	Jane Lyster, Director - CHP
Jackie Empey, Business Manager	Elaine Murkin, Manager - HLD
Claire Farella, Manager - CHP	
Shani Gates, Director - QCIS	Yves Decoste, Wayne Lowrie, Kim McCann

1. Call to Order

Doug Malanka called the meeting to order at 4:00 p.m. and welcomed everyone.

2. Traditional Land Acknowledgement Statement

Doug Malanka read the Traditional Land Acknowledgement Statement.

3. Approval of the Agenda

The agenda items were reviewed. Item 7.3. alPHa Conference was added to the agenda.

Motion: That the agenda of the September 19, 2019 Regular Meeting be approved as amended.

Motion Carried.

4. Conflict of Interest Declaration

None declared.

5. Consent Agenda

Correspondence from Simcoe recommending that gradual adjustment to the provincial/municipal funding formula be phased in over 5 years was noted as being important.

Motion: That the following items on the consent agenda be approved as circulated:

- 5.1. Approval of the Minutes from the Board of Health Regular Meeting held on June 20, 2019
- 5.2. General Correspondence
- 5.3. MOH/CEO Duty of Care Report
- 5.4. Governance and Quality Assurance Committee Duty of Care Report
- 5.5. Report from the Governance and Quality Assurance Committee
 - 5.5.1. MOH Evaluation Guideline (amended from annual to biennial)
- 5.6. Report from the Finance, Audit, Property and Risk Management Committee
 - 5.6.1. Q2 Financial Report
 - 5.6.2. Q2 Land Control Report
 - 5.6.3. PSL Audited Financial Report
 - 5.6.4. Report on Brockville Roof Repair, Investment Report and 2020 Municipal Levy

Motion Carried.

6. Presentation:

6.1. Community Awareness of Radon Exposure

The Health Unit has received a \$25,000 grant from Health Canada to promote radon health awareness.

Radon is a gas emitted from rock and when breathed in, it increases the risk of lung cancer. 13.6% of lung cancer cases in Ontario are caused by radon with the highest risk among cigarette smokers. The Health Unit will provide information to the public using social media, regular media, community meetings, Health Unit website and through Health Unit programs.

New Business:

7.1. Report from the Finance, Audit, Property and Risk Management Committee

7.1.1. Procurement of Goods and Services Policy

A revision was requested to the Procurement of Goods and Services Policy on page 2 item vi) Special circumstances purchase. The policy will be revised to read: In these circumstances, the Board of Health Chair shall be advised of the details of the necessary purchases, not later than *48 hours* following the purchase. The statement previously read not later than 30 days. An amendment to the motion was made and seconded. All members were in favour of the amendment.

Motion: That the Board of Health recommend the following revisions be made regarding procurement of goods and services:

- *That requests for tenders for purchases of property or physical plant matters exceeding \$50,000 require approval of the Board of Health;*
- *That an annual report of the open competitions is provided to the Finance, Audit, Property and Risk Management Committee of the Board of Health at its first meeting of the year, listing the project/supply, date, and awarded bid amount;*
- *That an information report is submitted to the Board of Health annually containing the details for contracts awarded that exceed \$50,000 including amendments and renewals. The report shall certify that the awards are in compliance with the Purchasing protocols;*
- *And That: Under vi) Special circumstances purchase, the policy be revised to read: In these circumstances, the Board of Health Chair shall be advised of the*

details of the necessary purchases, not later than 48 hours following the purchase.

Motion Carried.

7.2. Update on Public Health Modernization

7.2.1. Terms of Reference for RPHE Transition Committee

Motion: That the Terms of Reference for the Regional Public Health Entity (RPHE) Transition Committee be approved as circulated.

Motion Carried.

7.2.2. Regional Public Health Entity

Minister Elliott, at the August AMO meeting, advised that the ministry is going ahead with Regional Public Health Entities with consultation in the fall. Work was done over the summer with the seven eastern rural/small urban health units on a collaborative approach to a Regional Public Health Entity for the Wardens meeting in July. The results of this joint planning initiative will be used in the provincial consultation when it occurs. In 2020 the provincial/municipal cost sharing ratio will go to 70% provincial and 30% municipal for all public health programs, except the new Seniors Dental Program. The corresponding estimated levy increase (total amount and a reduced amount equal to a 10% increase) was reviewed by the Finance, Audit, Property and Risk Management Committee and on their advice forwarded to the obligated municipalities CAO's. Minister Elliot indicated publicly that no municipality would pay more than a 10% increase from what they paid in 2019 for the 2020 levy. There is no information as yet on funding beyond 2020.

7.3. aPHa Conference

The Fall 2019 Symposium is being held in Toronto on November 6 and November 7. If members are interested in attending, please contact Heather Bruce.

7. MOH Verbal Report

Paula Stewart's MOH Verbal Report will be appended to the minutes.

Board member provincial appointments were discussed. Reappointment forms for current provincially appointed Board members will be completed in December and submitted to the Minister of Health.

8. In-camera Item:

The motion to move in-camera was read at 5:04 p.m.

*Motion: That this Board move into a closed session of the Board of Health due to the following:
Labour relations or employee negotiations.*

Motion Carried.

The rise and report was read.

Motion: That this closed session adjourn and that the open meeting resume at 5:20 p.m.

Motion Carried.

9. Report from In-camera:

Motion: That the Board of Health ratify the ONA Collective Agreement for April 2019 to March

2021.
Motion Carried.

10. Time, Date and Location of Next Meeting:

- Thursday, November 21, 2019

11. Adjournment

Motion: That the meeting adjourned at 5:25 p.m.

Motion Carried.

Doug Malanka, Chair

Date

Heather Bruce, Executive Assistant

Date

c: Board members