



## MINUTES

### Timiskaming Health Unit Board of Health

Regular Meeting held on March 6, 2019 at 6:30 P.M.

Englehart Medical Centre Boardroom

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1. The meeting was called to order at 6:30 p.m.

2. **ROLL CALL**

**Board of Health Members**

Carman Kidd	Chair, Municipal Appointee for Temiskaming Shores
Patrick Kiely	Vice-Chair, Municipal Appointee for Town of Kirkland Lake
Mike McArthur	Municipal Appointee for Temiskaming Shores
Jesse Foley	Municipal Appointee for Temiskaming Shores
Sue Cote	Municipal Appointee for Town of Cobalt, Town of Latchford, Municipality of Temagami, and Township of Coleman
Maria Overton	Provincial Appointee
Merrill Bond	Municipal Appointee for Township of Chamberlain, Charlton, Evanturel, Hilliard, Dack & Town of Englehart
Casey Owens	Municipal Appointee for Town of Kirkland Lake

**Regrets**

Paul Kelly	Municipal Appointee for Township of Larder Lake, McGarry & Gauthier
Vacant	Municipal Appointee for Township of Brethour, Harris, Harley & Casey, Village of Thornloe
Vacant	Municipal Appointee for Township of Armstrong, Hudson, James, Kerns & Matachewan
Vacant	Provincial Appointee

**Timiskaming Health Unit Staff Members**

Dr. Monika Dutt	Medical Officer of Health/CEO
Randy Winters	Director of Corporate Services
Kerry Schubert-Mackey	Director of Community Health
Rachelle Cote	Executive Assistant

3. Presentation: **Strategic Plan Consultation Session**  
*by Clearlogic – Ron Leduc, Andrea Griener*

Mr. Leduc and Mrs. Griener left the meeting at 7:35 p.m.

4. **ELECTIONS OF OFFICERS/APPOINTMENT OF SUB-COMMITTEES**

Nominations were opened by Dr. Monika Dutt.

a. **ELECTION OF CHAIRPERSON**

**MOTION #1R-2019**

Moved by: Mike McArthur

Seconded by: Merrill Bond

That the Board of Health approves the appointment of Carman Kidd as Chairperson for the Timiskaming Board of Health for year 2019.

CARRIED

b. **ELECTION OF VICE-CHAIR**

**MOTION #2R-2019**

Moved by: Merrill Bond

Seconded by: Mike McArthur

That the Board of Health approves the appointment of Patrick Kiely as Vice-Chair for the Timiskaming Board of Health for year 2019.

CARRIED

c. **APPOINTMENT OF AUDITORS**

**MOTION #3R-2019**

Moved by: Maria Overton

Seconded by: Sue Cote

That the Board of Health approves the appointment of Kemp Elliott & Blair as auditors for the Timiskaming Health Unit for the calendar year of 2019.

CARRIED

d. **APPOINTMENT OF SIGNING OFFICERS**

**MOTION #4R-2019**

Moved by: Jesse Foley

Seconded by: Sue Cote

That the Board of Health approves the appointment of the following individuals for year 2019:

- Carman Kidd, Chair (*ex officio*)
- Mike McArthur
- Sue Cote
- Dr. Monika Dutt, MOH/CEO
- Randy Winters, Director of Corporate Services

CARRIED

e. **APPOINTMENT OF FINANCE/AUDIT SUB-COMMITTEE**

**MOTION #5R-2019**

Moved by: Merrill Bond

Seconded by: Patrick Kiely

That the Board of Health approves the appointment of the following individuals for year 2019:

- Patrick Kiely, Vice-Chair (*ex officio*)
- Sue Cote
- Maria Overton
- Casey Owen
- Merrill Bond
- Dr. Monika Dutt, MOH/CEO
- Randy Winters, Director of Corporate Services

CARRIED

f. **APPOINTMENT OF GRIEVANCE/PERSONNEL SUB-COMMITTEE**

**MOTION #6R-2019**

Moved by: Sue Cote

Seconded by: Maria Overton

That the Board of Health approves the appointment of the following individuals for year 2019:

- Casey Owen
- Merrill Bond
- Mike McArthur
- Sue Cote
- Jesse Foley
- Dr. Monika Dutt, MOH/CEO
- Randy Winters, Director of Corporate Services

CARRIED

g. **APPOINTMENT OF POLICY/PROCEDURE SUB-COMMITTEE**

**MOTION #7R-2019**

Moved by: Mike McArthur

Seconded by: Jesse Foley

That the Board of Health approves the appointment of the following individuals for year 2019:

- Carman Kidd, Chair (*ex officio*)
- Sue Cote
- Maria Overton
- Jesse Foley
- Dr. Monika Dutt, MOH/CEO
- Randy Winters, Director of Corporate Services
- Rachelle Cote, Executive Assistant

CARRIED

5. **APPROVAL OF AGENDA**

**MOTION #8R-2019**

Moved by: Merrill Bond

Seconded by: Patrick Kiely

Be it resolved that the Board of Health adopts the agenda for its regular meeting held on March 6, 2019, as presented.

CARRIED

6. **DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE**

None.

7. **APPROVAL OF MINUTES**

**MOTION #9R-2019**

Moved by: Mike McArthur

Seconded by: Jesse Foley

Be it resolved that the Board of Health approves the minutes of its regular meeting held on December 5, 2018, as presented.

CARRIED

8. **BUSINESS ARISING**

None

9. **FINANCE SUB-COMMITTEE UPDATE**

Mr. Winters provided an overview of the 2019 budget submission to the new Board committee. A 0% increase municipal contribution was maintained for year 2019. Currently working on finalizing the 2019 Annual Service Plan due to the Ministry on April 1, 2019. 2018 Financial Statements to be reviewed and approved at the end of April or May, still awaiting on Ministry confirmation for the submission due date.

Direction: Vice-Chair Kiely requested that a copy of the 2019 Budget Presentation be sent to all members.

10. **MOH-CEO REPORT**

Dr. Dutt updated the Board on the recent strategic plan process and next steps.

Dr. Dutt attended the alpha conference in Toronto on February 21, 2019. Board members are welcome to participate at any future conferences to get updated on ongoing public health services and continue to be oriented on the role of Board of Health governance. Next conference is scheduled for June 2019 in Kingston.

Ongoing discussion continue with the NE Collaboration group. Currently in the process of hiring a Project Manager to look at potential shared services.

A newsletter was sent to all municipalities in November 2018. It is also available on THU's

[website](#). Any feedback on the information provided would be appreciated by Dr. Dutt. A local telephone health survey was recently launched to obtain local data to assist us and community partners to better plan for our work and initiatives. Also useful to identify any trends happening in the region.

A joint funding proposal was approved for Northern health units focused on climate change.

Being in the influenza season, THU is supporting and guiding partners dealing with influenza outbreaks throughout the district.

11. **MANAGEMENT REPORTS**

The 2018 Q4 Board Report and Staff List were distributed for review and information purposes.

12. **NEW BUSINESS**

a. **STRATEGIC PLAN**

No further discussion at this time.

13. **CORRESPONDENCE**

**MOTION #10R-2019**

Moved by: Merrill Bond

Seconded by: Mike McArthur

The Board of Health acknowledges receipt of the correspondence for information purposes.

CARRIED

14. **IN-CAMERA**

**MOTION #11R-2019**

Moved by: Sue Cote

Seconded by: Jesse Foley

Be it resolved that the Board of Health agrees to move in-camera at 8:27 p.m. to discuss the following matters under section 239 (2):

- a. In-Camera Minutes (December 5, 2018)
- b. Letter – Town of Englehart – THU Services
- c. MOH-CEO Service Agreement

CARRIED

15. **RISE AND REPORT**

**MOTION #12R-2019**

Moved by: Merrill Bond

Seconded by: Sue Cote

Be it resolved that the Board of Health agrees to rise with report at 8:36 p.m.

**In-Camera Minutes**

**MOTION #13R-2019**

Moved by: Mike McArthur

Seconded by: Maria Overton

Be it resolved that the Board of Health approves the in-camera minutes of meeting held on December 5, 2018 as presented.

CARRIED

16. **DATES OF NEXT MEETINGS**

The next Board of Health meeting will be held on April 24, 2019 at 6:30 p.m. in New Liskeard.

17. **ADJOURNMENT**

**MOTION #14R-2019**

Moved by: Casey Owen

Seconded by: Jesse Foley

Be it resolved that the Board of Health agrees to adjourn the regular meeting at 8:39 p.m.

CARRIED

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Carman Kidd, Board Chair

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Rachelle Cote, Recorder