

**THUNDER BAY DISTRICT HEALTH UNIT**

**MINUTES OF MEETING: BOARD OF HEALTH EXECUTIVE COMMITTEE**

**DATE:** AUGUST 26, 2009

**TIME:** 10:35 A.M.

**PLACE:** BOARD ROOM

**ACTING CHAIR:** MS. M. HARDING

**BOARD MEMBERS PRESENT:**

Ms. C. Bryson  
Mr. N. Gale  
Ms. M. Harding  
Mr. J. MacEachern

**ADMINISTRATION PRESENT:**

Mr. D. Heath, Chief Executive Officer (A),  
Director of Administrative Services and  
Business Administrative Officer  
Dr. S. Graham, Medical Officer of Health (A)  
Ms. B. Moro, Executive Assistant to the  
MOH/CEO and Secretary to the Board of  
Health

**REGRETS:**

Mr. J. Virdiramo

**The Acting Chair called the meeting to order at 10:35 a.m.**

**1. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**2. AGENDA APPROVAL**

Resolution No.: 2009 – 102

MOVED BY: Ms. C. Bryson  
SECONDED BY: Mr. N. Gale

THAT the Agenda for the Executive Committee Meeting to be held on August 26, 2009, be approved.

CARRIED

### 3. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Board of Health Executive Committee Meetings (Regular and Closed Session) held on July 29, 2009, to be approved.

Resolution No.: 2009 – 103

MOVED BY: Mr. N. Gale  
SECONDED BY: Ms. C. Bryson

THAT the Minutes of the Board of Health Executive Committee Meeting (Regular and Closed Session) held on July 29, 2009, be approved.

CARRIED

### 4. NEW BUSINESS

#### 4.1 Review of Amalgamated By-Law and Board of Health Policies – 2009

Report No. 53-2009 relative to reviewing and providing suggestions for revisions to the Amalgamated By-law and Policies of the Board of Health, as appropriate.

Attachment 1: Amalgamated By-law Review Chart.

Attachment 2: Revised Amalgamated By-law was distributed separately with the agenda package.

Attachment 3: Policy Review Chart.

Resolution No.: 2009 – 104

MOVED BY: Mr. J. MacEachern  
SECONDED BY: Mr. N. Gale

THAT with respect to Report No. 53-2009, we recommend that the following Board of Health Policies be amended as recommended in Attachment 3:

- Policy No.: BH-02-04 - Board Members' Reimbursement
- Policy No.: BH-02-05 - Record of Board Meetings
- Policy No.: BH-02-13 - Tobacco Free Policy

4. **NEW BUSINESS** (Continued)

4.1 Review of Amalgamated By-Law and Board of Health Policies – 2009 (Continued)

AND THAT the Board's Amalgamated By-law be amended and adopted as outlined in Attachment 1 and numbered By-law No.: 2009-01;

AND THAT By-law No.: 2008 – 02 be repealed;

AND THAT the Sponsorship Policy be brought back to a future meeting of the Executive Committee for consideration;

AND THAT these recommendations be brought to the Board of Health at their meeting to be held on September 15, 2009, for consideration.

Resolution No.: 2009 – 104(A)

MOVED BY: Mr. N. Gale  
SECONDED BY: Mr. J. MacEachern

THAT with respect to Report No. 53-2009 we recommend that the following statements be added to the Amalgamated By-law:

Section 9 – Conflict of Interest

The responsibility for a declaration of conflict resides with the individual Board member. It is not the responsibility of the Board to declare a conflict.

AND

Section 10 – Code of Conduct

TBDHU Board members are expected to demonstrate a Duty of Loyalty and be guardians of the TBDHU's mission when conducting TBDHU Board business.

AND THAT the word "quarterly" in Section 43 – Management of Property, paragraph 6, be deleted and replaced with the word "annual."

CARRIED

4. **NEW BUSINESS** (Continued)

4.1 Review of Amalgamated By-Law and Board of Health Policies – 2009 (Continued)

Resolution No.: 2009 – 104

MOVED BY: Mr. J. MacEachern  
SECONDED BY: Mr. N. Gale

THAT with respect to Report No. 53-2009, we recommend that the following Board of Health Policies be amended as recommended in Attachment 3:

- Policy No.: BH-02-04 - Board Members' Reimbursement
- Policy No.: BH-02-05 - Record of Board Meetings
- Policy No.: BH-02-13 - Tobacco Free Policy

AND THAT the Board's Amalgamated By-law be amended and adopted as outlined in Attachment 1 and numbered By-law No.: 2009-01;

AND THAT the following statements be added to the Amalgamated By-law:

- Section 9 – Conflict of Interest
  2. The responsibility for a declaration of conflict resides with the individual Board member. It is not the responsibility of the Board to declare a conflict;
- Section 10 – Code of Conduct

TBDHU Board members are expected to demonstrate a Duty of Loyalty and be guardians of the TBDHU's mission when conducting TBDHU Board business;

AND THAT the word "quarterly" in Section 43 – Management of Property of the Amalgamated By-law be deleted and replaced with the word "annual";

AND THAT By-law No.: 2008 – 02 be repealed;

AND THAT the Sponsorship Policy be brought back to a future meeting of the Executive Committee for consideration;

AND THAT these recommendations be brought to the Board of Health at their meeting to be held on September 15, 2009, for consideration.

CARRIED

4. **NEW BUSINESS** (Continued)

4.2 Small Drinking-Water Systems Program Budget

Report No. 54-2009 relative to providing the Board of Health with the proposed 2009 Small Drinking Water Systems Program Budget.

Attachment #1 - Small Drinking Water Systems Program Budget Summary

Attachment #2 – Summary of Full Time Equivalents

Resolution No.: 2009 – 105

MOVED BY: Mr. J. MacEachern  
SECONDED BY: Mr. N. Gale

THAT with respect to Report No. 54 – 2009, we recommend that:

1. the 2009 Small Drinking Water Systems Program budget be approved at \$210,600.00, for submission to the Ministry of Health and Long Term Care; and
2. the staffing be set at 2.0 full time equivalents.

CARRIED

4.3 Electricity Commodity Price Hedging Arrangement

Report No. 56-2009 relative to recommending the Thunder Bay District Health Unit enter into an electricity commodity price hedging arrangement.

Resolution No.: 2009 – 106

MOVED BY: Ms. C. Bryson  
SECONDED BY: Mr. J. MacEachern

THAT with respect to Report No. 56 – 2009, we recommend that the Health Unit proceed with a commodity price hedging arrangement for the purchase of electricity;

AND THAT the details of this commodity price hedging arrangement be provided to a future Board of Health meeting upon finalization of the arrangement.

CARRIED

**4. NEW BUSINESS** (Continued)

4.4 Interim Financial Reports as at June 30, 2009

Report No. 55 – 2009 relative to providing interim financial reports for the quarter ended June 30, 2009, for information.

Attachment #1 – Financial Position – Cost Shared Programs

Attachment #2 – Financial Position – Generated Revenues

Attachment #3 – Financial Position – 100% Funded Programs

Attachment #4 – Financial Position – Land Development Program

4.5 Closed Session Meeting

Resolution No.: 2009-106(A)

MOVED BY: Mr. N. Gale  
SECONDED BY: Ms. C. Bryson

THAT the Board of Health Executive Committee move into a Closed Session Meeting to receive information relative to a personal matter about an identifiable individual.

CARRIED

At 11:48 a.m. the Executive Committee went into Closed Session.

Ms. B. Moro, Executive Assistant left the meeting room.

At 12:01 p.m. the Executive Committee reverted back to open session.

Ms. B. Moro returned to the meeting room.

**5. OTHER BUSINESS**

5.1 H1N1 Update.

Dr. S. Graham, Medical Officer of Health (A) provided a verbal update relative to the above noted.

5.2 2008 Physician Services Agreement

Mr. N. Gale provided an overview of the webinar held on August 20, 2009 relative to the above noted.

**6. DATE OF NEXT MEETING**

The next meeting will be held on Tuesday, September 15, 2009.

**7. ADJOURNMENT**

Resolution No.: 2009 – 107

MOVED BY:	Ms. C. Bryson
SECONDED BY:	Mr. J. MacEachern

THAT the Board of Health Executive Committee meeting held on August 26, 2009, be adjourned at 12:04 a.m.

CARRIED