



# BOARD OF HEALTH MEETING

**MINUTES OF THE MEETING:** APRIL 15, 2020

**TIME OF MEETING:** 1:00 P.M.

**PLACE OF MEETING:** VIA TELECONFERENCE

**CHAIR:** MR. JAMES MCPHERSON

**BOARD MEMBERS PRESENT:**

Ms. Alana Bishop  
Mr. Norm Gale  
Ms. Deborah Harris Shallow  
Mr. Dave Hamilton  
Ms. Maria Harding  
Mr. John MacEachern  
Mr. James McPherson  
Ms. Karen O’Gorman  
Ms. Kristen Oliver  
Mr. Don Smith  
Mr. Greg Vallance  
Mr. Jim Vezina  
Ms. Michelle Warywoda

**ADMINISTRATION PRESENT:**

Dr. J. DeMille, Medical Officer of Health and Chief Executive Officer  
Mr. L. Dyll, Director – Corporate Services  
Ms. L. Roberts, Director – Health Promotion  
Ms. Sarah Stevens, Executive Assistant and Secretary to the Board of Health

**CALL TO ORDER**

The Chair called the meeting to order at 1:00 p.m.

**1. ATTENDANCE AND ANNOUNCEMENTS**

Voice roll call was conducted; all members were present.

**2. DECLARATIONS OF INTEREST**

There were no declarations of conflict of interest.

### 3. AGENDA APPROVAL

Resolution No. 38-2020

MOVED BY: M. Warywoda  
SECONDED BY: A. Bishop

THAT the Agenda for the Regular Board of Health Meeting to be held on April 15, 2020, be approved, as amended.

Bishop, A.	Yea
Gale, N.	Yea
Hamilton, D.	Yea
Harding, M.	Yea
Harris Shallow, D	Yea
MacEachern, J.	Yea
McPherson, J.	Yea
O'Gorman, K.	Yea
Oliver, K.	Yea
Smith, D.	Yea
Vallance, G.	Yea
Vezina, J.	Yea
Warywoda, M.	Yea

(13 yeas)

MOTION CARRIED

### 4. INFORMATION SESSION

There was no information session.

### 5. MINUTES OF THE PREVIOUS MEETINGS

#### 5.1 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health Annual and Regular Session Meeting held on February 19, 2020, to be approved.

Resolution No.: 39-2020

MOVED BY: A. Bishop  
SECONDED BY: M. Warywoda

**5. MINUTES OF THE PREVIOUS MEETINGS (Continued)**

**5.1 Thunder Bay District Board of Health (Continued)**

THAT the Minutes of the Thunder Bay District Board of Health Regular Session Meeting held on February 19, 2020, be approved as presented.

Bishop, A.	Yea
Gale, N.	Yea
Hamilton, D.	Yea
Harding, M.	Yea
Harris Shallow, D	Yea
MacEachern, J.	Yea
McPherson, J.	Yea
O'Gorman, K.	Yea
Oliver, K.	Yea
Smith, D.	Yea
Vallance, G.	Yea
Vezina, J.	Yea
Warywoda, M.	Yea

(13 yeas)

**MOTION CARRIED**

**6. MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the previous minutes.

**7. BOARD OF HEALTH (CLOSED SESSION) MEETING**

There was no closed session meeting.

**8. DECISIONS OF THE BOARD**

**8.1 2019 Financial Statements**

Report No. 16-2020 (Finance) relative to providing the Board of Health with the draft 2019 Financial Statements for approval, was presented.

Resolution No.: 40-2020

MOVED BY:	M. Warywoda
SECONDED BY:	N. Gale

## 8. DECISIONS OF THE BOARD (Continued)

### 8.1 2019 Financial Statements (Continued)

THAT with respect to Report No. 16-2020 (Finance), we recommend that Financial Statements of the Thunder Bay District Health Unit for the year ending December 31, 2019, be approved as recommended by the Executive Committee.

Bishop, A.	Yea
Gale, N.	Yea
Hamilton, D.	Yea
Harding, M.	Yea
Harris Shallow, D	Yea
MacEachern, J.	Yea
McPherson, J.	Yea
O'Gorman, K.	Yea
Oliver, K.	Yea
Smith, D.	Yea
Vallance, G.	Yea
Vezina, J.	Yea
Warywoda, M.	Yea

(13 yeas)

MOTION CARRIED

### 8.2 Shared Library Services Partnership Budget

Report No. 20-2020 (Foundational Standards) relative to recommendations for approval of funding for the Hub Library for the period of April 1, 2020 to March 31, 2021, was presented.

Resolution No.: 41-2020

MOVED BY: A. Bishop  
SECONDED BY: N. Gale

THAT with respect to Report No. 28-2019 (Foundational Standards), we recommend approval of up to \$123,846.49 in 100% funding from the Ontario Agency for Health Protection and Promotion for the purpose of continuing the Shared Library Services Partnership (Hub Library) at the Thunder Bay District Health Unit (TBDHU) for the period of April 1, 2020 to March 31, 2021;

**8. DECISIONS OF THE BOARD (Continued)**

**8.2 Shared Library Services Partnership Budget (Continued)**

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the submission process, as required.

Bishop, A.	Yea
Gale, N.	Yea
Hamilton, D.	Yea
Harding, M.	Yea
Harris Shallow, D	Yea
MacEachern, J.	Yea
McPherson, J.	Yea
O'Gorman, K.	Yea
Oliver, K.	Yea
Smith, D.	Yea
Vallance, G.	Yea
Vezina, J.	Yea
Warywoda, M.	Yea

(13 yeas)

**MOTION CARRIED**

**8.3 Board of Health Meeting Recommendations**

A memorandum from Mr. L. Dyll, Director of Corporate Services, dated April 15, 2020, relative to providing options for holding the regular session Board of Health meetings during the current emergency situation was presented and discussed.

The Board of Health considered the options and the consensus of the Board was to maintain the schedule of holding meetings on the third Wednesday of each month at 1:00 p.m.

**9. COMMUNICATIONS FOR INFORMATION**

**9.1 2019 Legal Expenditures**

Report Number 18-2020 (Finance) relative to providing the Board of Health with the review of legal fees incurred in 2019, was presented for information.

**9.2 Procurement Practices Report**

Report Number 17-2020 (Finance) relative to providing the Board of Health with an update on the procurement policy and practices of the Thunder Bay District Health Unit, was presented for information.

## 9. COMMUNICATIONS FOR INFORMATION (Continued)

### 9.3 Board of Health Meeting Expenses 2019

Report Number 19-2020 (MOH/CEO Office) relative to providing the Board of Health with the review of its meeting expenses incurred in 2019, was presented for information.

### 9.4 COVID-19 (Coronavirus) Update

Dr. J. DeMille, Medical Officer of Health and Chief Executive Officer provided an update to the Board of Health on the implementation of the Thunder Bay District Health Unit's Incident Management System and the ongoing impacts of the coronavirus pandemic with respect to continuity of operations and responded to questions from the Board.

## 10. NEXT MEETING

The next regularly scheduled Board of Health meeting will be held on Wednesday, May 20, 2020, at 1:00 p.m.

## 11. ADJOURNMENT

Resolution No. 43-2020

MOVED BY: G. Vallance  
SECONDED BY: A. Bishop

THAT the Regular Board of Health meeting held on April 15, 2020, be adjourned at 1:56 p.m.

Bishop, A.	Yea
Gale, N.	Yea
Hamilton, D.	Yea
Harding, M.	Yea
Harris Shallow, D	Yea
MacEachern, J.	Yea
McPherson, J.	Yea
O'Gorman, K.	Yea
Oliver, K.	Yea
Smith, D.	Yea
Vallance, G.	Yea
Vezina, J.	Yea
Warywoda, M.	Yea

(13 yeas)

MOTION CARRIED

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Chair, Board of Health

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Medical Officer of Health/Chief  
Executive Officer

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Recording Secretary