



**Minutes of the Board of Health
Annual General Meeting**
Thursday, January 27, 2011
Board Room, Brockville Office
458 Laurier Blvd.
4:00 p.m. – 4:25 p.m.

Present:

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| J. Butt, Chair | L. Sowchuk |
| K. Graham, Vice Chair | A. Warren |
| D. Beatty | P. Stewart, Medical Officer of Health |
| J. Beckstead | J. Pearce, Treasurer |
| A. Churchill | H. Bruce, Recording Secretary |
| K. Giroux | Regrets: |
| G. Grewal | D. Gordon |
| R. Haley | L. Paine |
| J. Lousley | |

Other Attendees:

| | |
|-------------------------------------------------|-----------------------------------------------|
| B. Dalgleish – Director, Health Promotion Dept. | J. Lyster – Director, Health Protection Dept. |
| J. Fatcher – Director, Clinical Services Dept. | J. Mays – Manager, Health Protection Dept. |
| S. Gates – Director, Quality Improvement Dept. | S. Healey |
| J. Hess – Director, Family Health Dept. | |

| Agenda Item | Key Discussion Points | Decision | Action |
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| <p>1. Welcome Remarks and Comments on the Year by the 2010 Board of Health Chair</p> | <p>J. Butt called the meeting to order and welcomed everyone to the AGM. He highlighted achievements for the year 2010:</p> <ul style="list-style-type: none"> • Building in Smiths Falls built on time and within budget • Extended our lease for facility in Kemptville • Reinvested H1N1 funds for our parking lot • Approved 2 immunization vans • Continued with program review – staff recognized for innovative and leading edge process • Able to hire term help for immunization of school pupils • Fortunate to interview and recruit a new MOH as well as a new manager of finance and implemented new electronic pay system • Discussion with MOHLTC about accountability agreements and | <p>n/a</p> | <p>n/a</p> |

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| | <p>performance management criteria</p> <ul style="list-style-type: none"> • Completed the pay equity review • Changed format of agendas and format of minutes to action oriented • Board supported changing how we seek support through a census model which has been sent to the obligated municipalities • Do the Math Eat the Math Campaign raised awareness across our region of the importance of food security within our community <p>J. Butt thanked everyone for the opportunity to serve as Chair.</p> | | |
| 2. Approval of the Agenda | The agenda was reviewed. | <p>It was moved by: D. Beatty Seconded by: J. Beckstead That: The agenda of the January 27, 2011 Annual General Meeting be approved as circulated.</p> <p>Motion Carried.</p> | n/a |

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| <p>3. Report of the Nominating Committee Chair and the Election of Officers to the following positions: Board of Health Chair, Board of Health Vice Chair</p> | <p>K. Graham stated that it is a privilege to be the Nominating Committee Chair again this year. Nomination was made by L. Sowchuk that J. Butt is nominated as Chair, Board of Directors for the year 2011. The question was asked 3 times if there were any nominations from the floor.</p> <p>Nomination was made by L. Sowchuk that K. Graham is nominated as Vice Chair, Board of Directors for the year 2011. The question was asked 3 times if there were any nominations from the floor. This ends the election of officers.</p> | <p>There were no nominations from the floor and J. Butt was proclaimed the Chair, Board of Directors.</p> <p>There were no nominations from the floor and K. Graham was proclaimed Vice Chair, Board of Directors.</p> | |
| <p>3.1. Comments from the 2011 Board of Health Chair</p> | <p>J. Butt stated that going forward as we look into 2011, we will have a number of significant challenges when the ministry produces the accountability agreements and performance standards. Another challenge is the sustainability of our land control program. The staff will bring us a business plan in the near future. Equitable access to</p> | <p>n/a</p> | <p>n/a</p> |

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| | <p>our programs and services is being worked on by staff.</p> <p>We are entering into negotiations with ONA in the spring and the ministry has directed a 2 year wage freeze.</p> <p>There are challenges in deciding what we are going to advocate for. These could include policies that support healthy communities.</p> <p>We will be implementing our pay equity plan and the work of our Program Review Committee will be coming forward with some priority setting. We need to take the hard work of the committee and accept it and move on that.</p> <p>It will be an exciting and challenging year. We have the right Board and right staff along with the right leadership to move ahead in 2011. Thank you for electing me Chair and I look forward to working with all of you.</p> | | |
| 4. Other Business: | The motion was read. | It was moved by: A. Churchill | n/a |

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| 4.1. Appointment of Signing Officers | | <p>Seconded by: K. Giroux That: The signing officers for the Corporation of the Leeds, Grenville and Lanark District Health Unit for the year 2011 are as follows: Medical Officer of Health – <u>Dr. Paula Stewart</u> Treasurer – <u>Mrs. Joanne Pearce</u> Chair – <u>Mr. Jack Butt</u> Vice-chair – <u>Mr. Ken Graham</u></p> <p>Motion Carried.</p> <p>I certify this to be a true copy of the Resolution passed by the Board of Health of the Leeds, Grenville and Lanark District Health Unit at a meeting duly called and regularly held on the 27th day of January, 2011. Dated this 27th day of January, 2011 <u>Heather Bruce</u> Recording Secretary</p> | |
| 4.2. Appointment of Auditors | The Counties will be going out to tender the next time around. If United Counties changes their auditor, the health unit will have to | It was moved by: K. Giroux Seconded by: K. Graham That: BJB Brent J. Burns, Chartered Accountant be appointed auditor | |

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| | change as well. | <p>for the Corporation of the Leeds, Grenville and Lanark District Health Unit for the year 2011.</p> <p>Motion Carried.</p> | |
| 4.3. Borrowing Bylaw #49 | The motion was read. | <p>It was moved by: K. Graham Seconded by: A. Churchill That: The Board of Health approve the attached bylaw #49 and the attached TD Canada Trust Corporate Resolution.</p> <p>Motion Carried.</p> <p>Borrowing Bylaw #49</p> <p>The Medical Officer of Health or Treasurer of the Board together with any one of the Chair or Vice-Chair are hereby authorized and empowered:</p> <p>a) To borrow from TD Canada Trust on behalf of the Corporation of the Leeds, Grenville and Lanark District Health Unit from time to time</p> | |

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| | | <p>as may be required by way of promissory note and/or by way of overdraft not exceeding in all at any one time the sum of three hundred thousand dollars (\$300,000) and</p> <p>b) To sign promissory notes and renewals thereof and cheques representing any sum or sums so borrowed and also cheques, bills or exchanges, and other negotiable instruments as may be required in the operation of the account of the Corporation of the Leeds, Grenville and Lanark District Health Unit with TD Canada Trust.</p> <p>And that any one of the signing officers or Mrs. H. Bruce or Mrs. D. Clow may endorse cheques and bills of deposit or collection or discount with the Bank and receive or</p> | |

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| | | <p>sign for pass books and vouchers and confirm balances.</p> <p>I certify this to be a true copy of the Resolution passed by the Board of Health of the Leeds, Grenville and Lanark District Health Unit at a meeting duly called and regularly held on the 27th day of January, 2011.</p> <p>Dated this 27th day of January, 2011</p> <p><u>Heather Bruce</u> Recording Secretary</p> | |
| 5. Adjournment of Annual General Meeting | The motion to adjourn was read. | <p>It was moved by: L. Sowchuk Seconded by: G. Grewal That: The meeting adjourn at 4:25 p.m.</p> <p>Motion Carried.</p> | |

J. Butt, Chair

Date

H. Bruce, Recording Secretary

Date

c: Board members
HU offices
Municipalities
Shared Drive