

**Board of Health for the
Peterborough Public Health
MINUTES
Governance Committee Meeting
Tuesday, May 23, 2017 – 5:00 p.m.
Dr. J. K. Edwards Board Room, 3rd Floor
Jackson Square, 185 King Street, Peterborough**

Present: Deputy Mayor John Fallis
Mr. Greg Connolley, Chair
Mayor Rick Woodcock

Regrets: Councillor Gary Baldwin
Mayor Mary Smith

Staff: Dr. Rosana Salvaterra, Medical Officer of Health
Mr. Larry Stinson, Director of Operations
Alida Gorizzan, Executive Assistant (Recorder)

1. Call to Order

Mr. Connolley called the Governance Committee meeting to order at 5:01 p.m.

2. Confirmation of the Agenda

MOTION:

That the Agenda be accepted as circulated.

Moved: Deputy Mayor Fallis

Seconded: Mayor Woodcock

Motion carried. (M-2017-011-GV)

3. Declaration of Pecuniary Interest

4. Delegations and Presentations

5. Confirmation of the Minutes of the Previous Meeting

5.1. February 15, 2017

MOTION:

That the minutes of the Governance Meeting held February 15, 2017 be

approved as circulated and provided to the Board of Health at its next meeting for information.

Moved: Deputy Mayor Fallis

Seconded: Mayor Woodcock

Motion carried. (M-2017-012-GV)

6. Business Arising From the Minutes

6.1 Fundraising – Oral Update

Larry Stinson, Director of Operations

Larry Stinson provided an update on a request for proposals that would be issued shortly related to fundraising work, specifically around legacy donations. This arose from a request from the retired Board of Health Fundraising Committee to pursue establishing materials around legacy donations with the intent to contact previous donors and Board Members with this donation option.

7. Staff Reports

7.1. Staff Report: Strategic Planning

Dr. Rosana Salvaterra, Medical Officer of Health

MOTION:

That the Governance Committee of the Board of Health for Peterborough Public Health:

- *receive the staff report, Strategic Plan, for information; and,*
- *recommend to the Board of Health:*
 - *an extension to its current Strategic Plan to December 2019; and,*
 - *a proposed start date of September 2018 to commence planning for the next Strategic Plan.*

Moved: Mayor Woodcock

Seconded: Deputy Mayor Fallis

Motion carried. (M-2017-013-GV)

7.2. By-Laws, Policies and Procedures for Review

Dr. Rosana Salvaterra, Medical Officer of Health

MOTION:

That the Governance Committee recommend that the Board of Health for the Peterborough Public Health approve the following:

- 2-151, *Remuneration of BOH Volunteers, as revised.*

Moved: Mayor Woodcock
Seconded: Deputy Mayor Fallis
Motion carried. (M-2017-014-GV)

A revision was requested to policy 2-151 to note that the word 'provincial' should be added when referring to the Consumer Price Index.

MOTION:

That the Governance Committee recommend that the Board of Health for the Peterborough Public Health approve the following:

- 2-153, *Board Remuneration Review, as amended.*

Moved: Deputy Mayor Fallis
Seconded: Mayor Woodcock
Motion carried. (M-2017-015-GV)

MOTION:

That the Governance Committee recommend that the Board of Health for the Peterborough Public Health approve the following:

- 2-170, *By-Law Number 8, Building Code Act - Sewage Systems, as revised.*

Moved: Deputy Mayor Fallis
Seconded: Mayor Woodcock
Motion carried. (M-2017-016-GV)

MOTION:

That the Governance Committee recommend that the Board of Health for the Peterborough Public Health approve the following:

- 2-200 *Effective Governance By Effective Board Members, revised (formerly entitled Duties and Responsibilities of Board Members); and,*
- *retire 2-270, Conduct of Board Members.*

Moved: Deputy Mayor Fallis
Seconded: Mayor Woodcock
Motion carried. (M-2017-017-GV)

8. Consent Items

9. New Business

9.1. Board Chair Position Description

Dr. Rosana Salvaterra, Medical Officer of Health

Deferred. Staff were directed to check with other local public health agencies on Board Chair position descriptions.

9.2. **Board Member Self-Evaluation**

Dr. Rosana Salvaterra, Medical Officer of Health

Deferred.

9.3. **Accountability Framework and Organizational Requirements Consultation Document**

Dr. Rosana Salvaterra, Medical Officer of Health

MOTION:

That the Governance Committee receive the Accountability Framework and Organizational Requirements Consultation Document for information.

Moved: Deputy Mayor Fallis

Seconded: Mayor Woodcock

Motion carried. (M-2017-018-GV)

MOTION:

That the Governance Committee direct staff to:

- *provide feedback to the Ministry of Health and Long-Term Care on the Accountability Framework and Organizational Requirements Consultation Document prior to the June 9th deadline; and,*
- *specify in the response the issue of expanding reporting requirements as it relates to concerns regarding capacity, specifically for smaller local public health agencies.*

Moved: Deputy Mayor Fallis

Seconded: Mayor Woodcock

Motion carried. (M-2017-019-GV)

10. **In Camera to Discuss Confidential Matters**

MOTION:

That the Governance Committee go In Camera to discuss one item under Section 239(2)(d), Labour relations or employee negotiations, at 6:45 p.m.

Moved: Deputy Mayor Fallis

Seconded: Mayor Woodcock

Motion carried. (M-2017-020-GV)

MOTION:

That the Governance Committee rise from In Camera at 7:15 p.m.

Moved: Deputy Mayor Fallis

Seconded: Mayor Woodcock

Motion carried. (M-2017-021-GV)

11. Motions for Open Session

The Chair reported the following from the closed session:

- Governance Committee Minutes – Closed Session dated November 1, 2016 - acknowledged by the Committee.
- Negotiations – There was direction given to staff respecting negotiations.

12. Date, Time, and Place of the Next Meeting

Thursday, August 17, 2017 – 5:00 – 6:30 p.m.
Dr. J. K. Edwards Board Room, 3rd Floor
Peterborough Public Health
Jackson Square, 185 King Street, Peterborough

13. Adjournment

MOTION:

That the meeting be adjourned.

Moved: Deputy Mayor Fallis

Seconded: Mayor Woodcock

Motion carried. (M-2017-022-GV)