

**Board of Health for the
Peterborough County-City Health Unit
MINUTES
Governance Committee Meeting
Wednesday, September 3, 2014
Board Room, 10 Hospital Drive, Peterborough**

Present: Mr. Jim Embrey, Chair
Mayor Mary Smith (2:08 p.m.)
Mr. Scott McDonald
Chief Phyllis Williams

Staff: Dr. Rosana Pellizzari, Medical Officer of Health
Mr. Brent Woodford, Director, Corporate Services
Ms. Natalie Garnett, Recorder

1. Call to Order

Mr. Embrey called the Governance Committee meeting to order at 2:06 p.m.

2. Confirmation of the Agenda

MOTION:

That the Agenda be accepted as circulated.

Moved: Mayor Smith

Seconded: Mr. McDonald

Motion carried. (M-2014-19-GV)

3. Declaration of Pecuniary Interest

There were no declarations of Pecuniary Interest.

4. Delegations and Presentations

Nil.

5. Confirmation of the Minutes of the Previous Meeting

MOTION:

That the minutes of the Governance Meeting held May 22, 2014 be approved and provided

to the Board of Health at its next meeting for information.

Moved: Chief Williams

Seconded: Mr. McDonald

Motion carried. (M-2014-20-GV)

6. Business Arising from the Minutes

It was noted that a donation package will be provided to Board Members at the October meeting.

7. Correspondence

Nil.

8. New Business

8.1. Resignation of Rosanna Haroutounian, Provincial Appointee

Dr. Pellizzari advised that Ms. Haroutounian has resigned from the Board of Health as she has accepted an out of province job offer. Mr. Embrey advised that he will also be resigning from the Board as he is moving out of the area. Recruitment will be undertaken for two new provincial appointees.

8.2. Status of the alPHa Board of Health Toolkit

Dr. Pellizzari advised that the alPHa Board of Health Toolkit will not be ready until December or January.

8.3. Staff Report: Board Travel Insurance

Mr. Woodford, Director of Corporate Services, provided an overview of the report on Board Travel Insurance.

MOTION:

That the Governance Committee recommend to the Board of Health at its next meeting that staff be directed to continue to obtain \$100,000 travel/accident insurance coverage for Board Members

Moved: Mr. McDonald

Seconded: Mayor Smith

Motion carried. (M-2014-21-GV)

8.4. Policies and Procedures for Review

- a. **2-110 By-law Number 2, Banking and Finance**
- b. **2-130 By-law Number 4, Appointment of Auditor**
- c. **2-160 By-law Number 7, Execution of Documents**
- d. **2-180 By-law Number 9, procurement of Goods and Services**
- e. **2-200 Duties and Responsibilities of Board Members**
- f. **2-270 Conduct of Board members**
- g. **Position Description, Medical Officer of Health**

MOTION:

That the Governance Committee recommend to the Board of Health at its next meeting that staff provide policies and procedures a) - g) as amended, to the Board of Health for consideration.

Moved: Chief Williams

Seconded: Mayor Smith

Motion carried. (M-2014-22-GV)

9. In Camera to Discuss Confidential Personal Matters

MOTION:

That the Governance Committee go in Camera at 2:47 pm to review confidential personal matters.

Moved: Mr. McDonald

Seconded: Mayor Smith

Motion carried. (M-2014-23-GV)

MOTION:

That the Governance Committee rise from in Camera at 3:06 pm.

Moved: Mr. McDonald

Seconded: Chief Williams

Motion carried. (M-2014-24-GV)

10. Motions from In Camera for Open Session

Nil.

11. Date, Time and Place of Next Meeting

The next meeting of the Governance Committee is scheduled for Wednesday, November 3rd, 2014 from 9:00 am – 12:00.

12. Adjournment

MOTION:

That the Property Committee meeting be adjourned.

Moved by: Mayor Smith

Seconded by: Chief Williams

Motion carried. (M-2014-25-GV)

The meeting was adjourned at 3:09 p.m.

Chairperson

Recorder