



**Board of Health  
Addendum to the  
Agenda  
July 6**

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**Haldimand-Norfolk Health Unit  
Board of Health Minutes**

June 1, 2021

2:00pm

Council Chambers\*

\*Conducted as a virtual meeting

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**Present:** Chair Kristal Chopp, Tom Masschaele, Michael Columbus, Chris Van Paassen, Ryan Taylor, Amy Martin, Kim Huffman, Ian Rabbits.

**Absent with Regrets:**

**Also Present:** Jason Burgess, Kevin Klingenberg, Heidi Van Dyk, Dr. Alex Hukowich

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**Approval of Agenda/Changes to the Agenda (Item 1)**

**1. (Van Paassen/Rabbits)**

THAT the agenda of the Board of Health be approved as presented.

Carried.

**Disclosure of Pecuniary Interest (Item 2)**

**Presentations (Item 3)**

**A) Medical Officer of Health Update**

Dr. Alex Hukowich, Interim Acting Medical Officer of Health provided an update regarding the reopening of schools, immunization efforts, agricultural and general concerns of the COVID-19 pandemic. Dr. Hukowich responded to questions of the Board.

**2. (Masschaele/Columbus)**

THAT the Medical Officer of Health update from Dr. Alex Hukowich be received as information.

Carried.

#### **Adoption/Correction of Board of Health Meeting Minutes (Item 4)**

- A) Board of Health – May 4, 2021 minutes (open and closed)
- B) Special Board of Health - May 18, 2021 (open and closed)

The minutes of the Board of Health Meetings dated May 4, 2021 and May 18, 2021 having been circulated for review and with no errors or omissions noted, were declared adopted as presented, signed by the Chair and Board Clerk and affixed with the Corporate Seal.

#### **Communications (Item 5)**

- A) Information Memo: Heidi Van Dyk, Acting General Manager of Health and Social Services  
Re: Community Safety and Wellbeing Plan Update

Board member Martin asked a question about the information memo. Heidi Van Dyk, Acting General Manager responded to questions from the Board.

- B) Trudy Sachowski Chair, Boards of Health Section, Association of Local Public Health Agencies  
Re: alPHa 2021 AGM & Conference
- C) Kevin Marriott, Chair, County of Lambton Board of Health 12  
Re: Basic Income for Income Security during COVID-19 Pandemic and Beyond
- D) Loretta Ryan Executive Director, Association of Local Public Health Agencies  
Re: alPHa Resolutions for Consideration at the June 8, 2021 Annual General Meeting

Heidy Van Dyk, Acting General Manager of Health and Social Services provided comment upon Board Chair Chopp request regarding the communication regarding alPHa Resolutions for Consideration.

#### **3. (Huffman/Taylor)**

THAT communications from Heidi Van Dyk, Acting General Manager of Health and Social Services, regarding Community Safety and Wellbeing Plan Update be received as information;

AND THAT communications from Trudy Sachowski, Chair of the Boards of Health Section, Association of Local Public Health Agencies, regarding alPHa 2021 AGM & Conference be received as information;

AND THAT communications from Kevin Marriott, Chair of the County of Lambton Board of Health, regarding Basic Income for Income Security during COVID-19 Pandemic and Beyond be received as information;

AND FURTHER THAT communications from Loretta Ryan, Executive Director of alPHa, regarding alPHa Resolutions for Consideration at the June 8, 2021 Annual General Meeting be received as information.

Carried.

### **General Announcements (Item 6)**

### **Staff Reports/Discussion items (Item 7)**

- A) Staff Report HSS 21-11  
Re: Public Health Management Overtime Policy

Jason Burgess, Chief Administrative Officer presented the staff report HSS 21-11 regarding Public Health Management Overtime Policy and responded to questions from the Board.

4. **(Huffman/Taylor)**  
THAT Staff Report HSS 21-11 be deferred to a Special Board of Health meeting held on June 8, 2021.

Carried.

The Board directed Staff to review and provide copies of Public Health Management Overtime policies in other local public health units in the subsequent report.

### **Confirming By-Law (Item 8)**

5. **(Taylor/Van Paassen)**  
THAT By-law 2021-13-BH Being a By-Law to Confirm the Proceedings of The Board of Health for the Haldimand-Norfolk Health Unit at this Board of Health Meeting held on the 1st of June, 2021 be approved, signed by the Chair and Board Clerk and affixed with the Corporate Seal.

Carried.

### **Adjournment (Item 10)**

6. **(Huffman/Taylor)**  
THAT the Board be adjourned at 2:55 p.m.

Carried.

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Board of Health Chair

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Deputy Clerk



**Haldimand-Norfolk Health Unit  
Special Board of Health Minutes**

June 8, 2021

2:00pm

Council Chambers\*

\*Conducted as a virtual meeting

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**Present:** Chair Kristal Chopp, Tom Masschaele, Linda Vandendriessche  
Michael Columbus, Chris Van Paassen, Ryan Taylor, Amy  
Martin, Kim Huffman, Ian Rabbitts.

**Absent with Regrets:**

**Also Present:** Jason Burgess, Kevin Klingenberg, Heidy Van Dyk, Erin  
Anderson

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**Approval of Agenda/Changes to the Agenda (Item 1)**

**1. (Martin/Columbus)**

THAT the agenda of the Board of Health be approved as presented.

Carried.

**Disclosure of Pecuniary Interest (Item 2)**

**Presentations (Item 3)**

A) COVID-19 Update – Acting General Manager

Heidy Van Dyk, Acting General Manager of Health and Social Services provided an update regarding the COVID-19 pandemic in the Health Unit and responded to questions of the Board.

**2. (Taylor/Masschaele)**

THAT the COVID-19 update from Heidy Van Dyk be received as information.

Carried.

## **Staff Reports/Discussion items (Item 4)**

- A) Staff Report HSS 21-11  
Re: Public Health Management Overtime Policy

Jason Burgess, Chief Administrative Officer presented the staff report HSS 21-11 regarding Public Health Management Overtime Policy and responded to questions from the Board.

### **3. (Huffman/Taylor)**

THAT no Health Unit management overtime compensation will be paid unless it is funded by the Ministry and there can be no negative impact on the tax levy;

AND THAT Applications for funding for overtime compensation will reflect a reasonable amount of assumed unpaid overtime for management staff. This amount will be set at an average of 44 hours per week, in other words until an employee exceeds 44 hours a week on average for the funding period no overtime compensation will be applicable.

AND FURTHER THAT Total overtime compensation cannot exceed 10% of an individual's normal compensation or salary levels for that period.

AND FURTHER THAT Overtime over the 44 hours in weekly period will require specific approval from leadership and any overtime exceeding 55 hours will require approval from the GM of Health and Social Services or the CAO.

Defeated.

### **4. (Martin/Masschaele)**

THAT Staff Report HSS 21-11 regarding Public Health Management Overtime Policy be deferred until the next called Board of Health meeting in order to provide additional information to the Board as deemed appropriate by Staff which would enable comparative analysis with other local public health units' management overtime policies.

Carried.

## **Closed Session (Item 5)**

## **Confirming By-Law (Item 6)**

### **6. (Taylor/Columbus)**

THAT By-law 2021-14-BH Being a By-Law to Confirm the Proceedings of The Board of Health for the Haldimand-Norfolk Health Unit at this Board of Health Meeting held on the 8th of June, 2021 be approved, signed by the Chair and Board Clerk and affixed with the Corporate Seal.

Carried.

**Adjournment (Item 7)**

**7. (Taylor/Vandendriessche)**

THAT the Board be adjourned at 3:41 p.m.

Carried.

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Board of Health Chair

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Deputy Clerk



**Haldimand-Norfolk Health Unit  
Special Board of Health Minutes**

June 15, 2021

2:00pm

Council Chambers\*

\*Conducted as a virtual meeting

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**Present:** Chair Kristal Chopp, Tom Masschaele, Linda Vandendriessche  
Michael Columbus, Chris Van Paassen, Ryan Taylor, Amy  
Martin, Kim Huffman, Ian Rabbitts.

**Absent with Regrets:**

**Also Present:** Jason Burgess, Kevin Klingenberg, Teresa Olsen, Heidy Van  
Dyk, Erin Anderson

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**Approval of Agenda/Changes to the Agenda (Item 1)**

**1. (Taylor/Huffman)**

THAT the agenda of the Board of Health be approved as presented.

Carried.

**Disclosure of Pecuniary Interest (Item 2)**

**Presentations (Item 3)**

A) COVID-19 Update – Interim Acting Medical Officer of Health

Dr. Hukowich, Interim Acting Medical Officer of Health provided an update regarding the COVID-19 pandemic in the Health Unit and responded to questions of the Board.

**2. (Taylor/Masschaele)**

THAT the COVID-19 verbal update from Dr. Hukowich be received as information.

Carried.



**3. (Columbus/Van Paassen)**

THAT Dr. Hukowich be authorized to send a letter to the Prime Minister, the Minister of Health and the Minister of Agriculture (respective federal and provincial authorities) with regards to COVID-19 vaccinations provided the Temporary Foreign Workers prior to arrival in Canada.

Carried.

**Staff Reports/Discussion items (Item 4)**

- A) Staff Report HSS 21-11(deferred from June 8, 2021 Special Board of Health meeting)  
Re: Public Health Management Overtime Policy

Jason Burgess, Chief Administrative Officer presented the staff report HSS 21-11 regarding Public Health Management Overtime Policy and responded to questions from the Board.

**4. (Van Paassen/Masschaele)**

THAT Council direct Management to maintain existing policies and as such to no longer apply for overtime based compensation for management staff.

Board Chair Chopp requested a recorded vote.

The Motion was DEFEATED on the following Recorded Vote:

Yeas:

Van Paassen, Masschaele, Taylor, Chopp

Total: 4

Nays:

Vandendriessche, Rabbits, Columbus, Martin, Huffman

Total: 5

Defeated.

Staff were directed to bring Staff Report HSS 21-11 regarding Public Health Management Overtime Policy back to a future meeting including additional information as deemed appropriate by Staff which would enable comparative analysis with other local public health units' management overtime policies.

**Closed Session (Item 5)**

**Confirming By-Law (Item 6)**

A) By-law 2021-15-BH

Being a By-Law to Confirm the Proceedings of The Board of Health for the Haldimand-Norfolk Health Unit at this Board of Health Meeting held on the 15<sup>th</sup> of June 2021.

**5. (Taylor/Martin)**

THAT By-law 2021-15-BH Being a By-Law to Confirm the Proceedings of The Board of Health for the Haldimand-Norfolk Health Unit at this Board of Health Special Meeting held on the 15th of June, 2021 be approved, signed by the Chair and Board Clerk and affixed with the Corporate Seal.

Carried.

**Adjournment (Item 7)**

**6. (Taylor/Columbus)**

THAT the Board be adjourned at 3:02 p.m.

Carried.

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Board of Health Chair

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County Clerk