



**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