



July 6, 2021
Board of Health Meeting
Minutes

A meeting of the Board of Health for Oxford Elgin St. Thomas Health Unit was held on Tuesday, July 6, 2021 virtually through MS Teams commencing at 8:01 a.m.

PRESENT:

Ms. L. Baldwin-Sands	Board Member
Mr. G. Jones	Board Member
Mr. T. Marks	Board Member
Mr. L. Martin	Board Member (Chair)
Mr. D. Mayberry	Board Member
Mr. S. Molnar	Board Member
Mr. J. Preston	Board Member (Vice Chair)
Mr. L. Rowden	Board Member
Mr. D. Warden	Board Member
Ms. C. St. John	Chief Executive Officer
Ms. A. Koning	Executive Assistant

GUESTS:

Ms. M Nusink	Director, Finance
Ms. N. Rowe	Senior Communications Coordinator
Ms. W. Lee	Administrative Assistant
Mr. R. Perry	Aylmer Express

ABSENT:

Mr. T. Comiskey	Board Member
Dr. J. Lock	Medical Officer of Health

1.1 CALL TO ORDER, RECOGNITION OF QUORUM

1.2 AGENDA

Resolution # (2021-BOH-0706-1.2)

Moved by L. Baldwin-Sands
Seconded by D. Mayberry

That the agenda for the Southwestern Public Health Board of Health meeting for July 6, 2021 be approved.

Carried.

1.3 Reminder to disclose Pecuniary Interest and the General Nature Thereof when Item Arises.

1.4 Reminder that Meetings are Recorded for minute taking purposes.

2.0 AGENDA ITEMS FOR INFORMATION.DISCUSSION.ACCEPTANCE.DECISION

2.1 Chief Executive Officer's Report for July 6, 2021

C. St. John reviewed her report.

C. St. John noted that she recommends that the Line of Credit be increased to \$2 million. She noted that she believes this is the most efficient way to manage our cash flow. C. St. John confirmed that she has requested that the Ministry flow monies as soon as possible.

C. St. John noted that the only other possibility is that the Board levy the obligated municipalities suggested that the reserve funds that were returned to municipalities in 2019 could be used in this instance.

C. St. John confirmed that interest incurred on the line of credit is an admissible expense for COVID-19 extraordinary funding by the Ministry.

D. Warden asked if the Ministry has given any indication on when monies will flow to public health units. C. St. John noted that there was no specific date other than late spring or early summer, but that SWPH has received monies from the Ministry as late as December in previous years.

D. Mayberry noted that Public Health Units, Municipalities and Provincial Governments are low risk borrowers. He suggested that SWPH continue to advocate with the bank for a larger increase than \$1.8 million given the unknown date of receipt from the Ministry. He noted that advising the obligated municipalities of SWPH's current financial situation would be a courtesy that they would appreciate. C. St. John noted she has already crafted a letter with an update for obligated municipalities.

The board directed SWPH staff to send a letter to the obligated municipalities advising them of the discussions that occurred today. C. St. John confirmed that she will send the letter as directed.

It was noted that board members should be advocating through their provincial channels for monies to flow as soon as possible.

Resolution # (2021-BOH-0706-2.1)

Moved by S. Molnar

Seconded by

That the Board of Health for Southwestern Public Health approve increasing its existing line of credit from \$800,000 to \$1,800,000 to manage cash flow concerns that will arise.

Carried.

The board discussed the opportunity to request an additional increase of our line of credit more than \$1.8 million. C. St. John and M. Nusink noted that an increase to \$3 million should cover expenses through to September 30th.

L. Rowden asked how long it would take for the obligated municipalities to send the levied amounts to SWPH. D. Mayberry noted that he believes obligated municipalities have 30 days to pay a levy. C. St. John believes that is correct, however she will confirm what the legislation states.

T. Marks departed the meeting at 8:32 a.m.

Resolution # (2021-BOH-0706-2.2)

Moved by S. Molnar

Seconded by D. Mayberry

That the Board of Health for Southwestern Public Health supports a pre-authorization from our financial institution for a maximum of \$3,000,000 temporary line of credit to assist with COVID-19 related expenses.

Carried.

3.0 FUTURE MEETINGS AND EVENTS

The Board of Health is scheduled to meet again virtually on September 9, 2021 at 3:00 p.m.

4.0 ADJOURNMENT

Resolution # (2021-BOH-0706-4)

Moved by J. Preston
Seconded by G. Jones

That the meeting adjourns at 8:42 a.m. to meet again virtually on September 9, 2021.

Carried.

Confirmed: _____

