



Board of Health Executive Committee

Wednesday, July 29, 2020

8:30 a.m.

Teleconference



AGENDA
BOARD OF HEALTH EXECUTIVE COMMITTEE
WEDNESDAY, JULY 29, 2020, FROM 8:30 A.M. TO 9:30 A.M.
TELECONFERENCE

MEMBERS: Jeff Huska

René Lapierre

Ken Noland

STAFF: Rachel Quesnel

France Quirion

Dr. Penny Sutcliffe

1. CALL TO ORDER

2. ROLL CALL

3. REVIEW OF AGENDA / DECLARATION OF CONFLICT OF INTEREST

4. APPROVAL OF BOARD OF HEALTH EXECUTIVE COMMITTEE MEETING NOTES

4.1 Board of Health Executive Committee Meeting Notes dated May 22, 2020*

MOTION: *THAT the meeting notes of the Board of Health Executive Committee meeting of May 22, 2020, be approved as distributed.*

5. NEW BUSINESS

5.1 Infrastructure Modernization Project

- Briefing Note from the Medical Officer of Health and Chief Executive Officer dated July 28, 2020*

MOTION: *BE IT RESOLVED that the Board of Health Executive Committee, per By-Law G-1-70, authorize the Medical Officer of Health/CEO to transfer \$4.5M (total of up to \$11M) from the Reserves Funds to the operating budget to offset expenses related to the infrastructure modernization projects.*

6. ADJOURNMENT

MOTION: *That we do now adjourn. Time: _____*

*attachment



MEETING NOTES
BOARD OF HEALTH EXECUTIVE COMMITTEE
FRIDAY, MAY 22, 2020 – 1 P.M. TO 2 P.M.
VIDEOCONFERENCE – ZOOM

BOARD MEMBERS PRESENT

James Crispo
Ken Noland

Jeff Huska
René Lapierre

Nicole Sykes

STAFF MEMBERS PRESENT

Rachel Quesnel

France Quirion

Dr. Penny Sutcliffe

J. HUSKA PRESIDING

1. CALL TO ORDER

The meeting was called to order at 1:03 p.m.

2. ROLL CALL

3. REVIEW OF AGENDA / DECLARATION OF CONFLICT OF INTEREST

The agenda was reviewed and approved as circulated. There were no declarations of conflict of interest.

4. APPROVAL OF BOARD EXECUTIVE COMMITTEE MEETING NOTES

4.1 Board Executive Committee Meeting Notes dated March 17, 2020

06-20 APPROVAL OF BOARD OF HEALTH EXECUTIVE COMMITTEE MEETING NOTES

MOVED BY LAPIERRE – NOLAND: THAT the meeting notes of the Board of Health Executive Committee meeting of March 17, 2020, be approved as distributed.

CARRIED

5. NEW BUSINESS

07-20 IN CAMERA

MOVED BY SYKES – CRISPO: THAT this Board of Health Executive Committee goes in camera to deal with advice that is subject to solicitor-client privilege, including communications necessary for that purpose. Time: 1:13 p.m.

CARRIED

08-20 RISE AND REPORT

MOVED BY LAPIERRE – SYKES: this Board of Health Executive Committee rises and reports. Time: 1:55 p.m.

CARRIED

It was reported that one item dealing with advice that is subject to solicitor-client privilege, including communications necessary for that purpose, was discussed and one motion emanated from the in-camera session:

09-20 APPROVAL OF BOARD OF HEALTH EXECUTIVE COMMITTEE IN-CAMERA MEETING NOTES

MOVED BY NOLAND – SYKES: THAT this Board of Health Executive Committee approve the meeting notes of the March 17, 2020, in-camera meeting and that these remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.

CARRIED

Members of the Board Executive Committee were thanked for their time and contributions to today's meeting.

6. ADJOURNMENT

10-20 ADJOURNMENT

MOVED BY LAPIERRE – CRISPO: THAT we do now adjourn. Time: 1:59 p.m.

CARRIED

(Chair)

(Secretary)

APPROVAL OF BOARD OF HEALTH EXECUTIVE COMMITTEE MEETING NOTES

MOTION: THAT the meeting notes of the Board of Health Executive Committee meeting of May 22, 2020, be approved as distributed.

Briefing Note

To: Board of Health Executive Committee
From: Dr. Penny Sutcliffe, Medical Officer of Health and Chief Executive Officer
Date: July 28, 2020
Re: Infrastructure Modernization Project

For Information

For Discussion

For a Decision

Issue:

At its June 11, 2020 meeting, the Board of Health approved a transfer of up to \$6.5M to fund the estimated costs of the infrastructure modernization project. Since this meeting, the Architects, including the Mechanical and Electrical Engineering Consultants have further estimated the 1300 Paris Street project to be significantly greater for our 48 year old building, requiring an additional transfer from reserves of \$4.5M.

Recommended Action:

That the Board of Health Executive Committee, per By-Law G-I-70, authorize the Medical Officer of Health/CEO to transfer \$4.5M (total of up to \$11M) from the Reserves Funds to the operating budget to offset expenses related to the infrastructure modernization projects.

Background:

As communicated at the June Board of Health meeting, renovating an almost 50 year old building involves many unknowns. Even more than anticipated, this is proving to be the case for our HVAC system and related mechanical and engineering work. The entire HVAC system needs a replacement and with that, extensive work around the perimeter walls of the building where the baseboards and boiler radiators are located. This in turn means significant rework to staff spaces, as furniture placement abuts these areas and impedes proper ventilation flow. This significantly increases the square footage that needs to be addressed and additional costs that will be required for the mechanical, electrical, plumbing and HVAC system alone.

This is a significant increase from the original estimate. That estimate was based on the description provided in the RFP. Now that the architects and mechanical and electrical engineering consultants have had the opportunity to review the condition of the building, gain a more detailed understanding of the work needing to be done, and the realization that we need to reconfigure the majority of staff spaces to address the HVAC system issue, this has increased the scope and the square footage of space that we must address in the modernization project.

2018–2022 Strategic Priorities:

1. Equitable Opportunities
2. Meaningful Relationships
3. Practice Excellence
4. Organizational Commitment

O: October 19, 2001
R: January 2017

Other options to address the HVAC system have been explored. None of the options are satisfactory given the work that needs to be accomplished on all the other issues that this infrastructure modernization project was designed to address.

Financial Implications:

The Reserve balances have sufficient funds to support this project. In its due diligence, the Board of Health had foresight and built up the organization’s reserves in order to address these very issues.

Available reserve fund balances total \$14,978,058. With this motion, the balance remaining would be \$3,978,058. Dr. Sutcliffe will allocate the project costs where most appropriate between restricted and unrestricted funds and will apportion remaining fund balances in the areas needed.

The agency will submit a capital funding application to the Ministry to support this initiative. Initial conversations with Ministry officials have been held and planning for a submission following the release of the 2020 Funding Agreement is underway.

Ontario Public Health Standard:

Organizational Requirements

Strategic Priority:

Organizational Commitment

Contact:

France Quirion, Director, Corporate Services

1. Equitable Opportunities
2. Meaningful Relationships
3. Practice Excellence
4. Organizational Commitment

**PUBLIC HEALTH SUDBURY & DISTRICTS INFRASTRUCTURE MODERNIZATION
PROJECT AND TRANSFER OF FUNDS FROM RESERVES**

MOTION: BE IT RESOLVED that the Board of Health Executive Committee, per By-Law G-I-70, authorize the Medical Officer of Health/CEO to transfer \$4.5M (total of up to \$11M) from the Reserve Funds to the operating budget to offset expenses related to the infrastructure modernization projects.

ADJOURNMENT

MOTION: THAT we do now adjourn. Time: _____