



PUBLIC MINUTES
Finance and Facilities Committee
50 King Street, Room 3A
MIDDLESEX-LONDON BOARD OF HEALTH
2015 September 3 9:00 a.m.

COMMITTEE

MEMBERS PRESENT: Ms. Trish Fulton (Committee Chair)
Mr. Jesse Helmer
Mr. Marcel Meyer
Mr. Ian Peer
Ms. Joanne Vanderheyden

OTHERS PRESENT: Dr. Christopher Mackie, Medical Officer of Health and CEO
Ms. Laura Di Cesare, Director, Human Resources and Corporate Strategy
Mr. John Millson, Director, Finance and Operations
Ms. Sherri Sanders, Executive Assistant to the Board of Health (Recorder)
Dr. Trevor Hunter, Board of Health Member
Mr. Bill Rayburn, Chief Administrative Officer, County of Middlesex

At 9:00 a.m., Ms. Trish Fulton, Committee Chair, welcomed everyone to the meeting.

1. DISCLOSURES OF CONFLICT(S) OF INTEREST

Ms. Fulton inquired if there were any disclosures of conflict of interest to be declared. None were declared.

2. APPROVAL OF AGENDA

It was moved by Ms. Vanderheyden, seconded by Mr. Meyer that the [AGENDA](#) of the September 3, 2015 Finance and Facilities meeting be approved with the following change: Move item 5.4 . 50 King Street Re-Zoning Process – Verbal Report to the top of the agenda.

Carried

5.4 50 King Street Re-Zoning Process – Verbal Report

Mr. Bill Rayburn, CAO, County of Middlesex, clarified the County's intentions with the 50 King Street property. His primary message was that the County is happy to have the Health Unit at 50 King Street as long as the Health Unit wishes to stay. The County believes that when the Health Unit no longer needs the 50 King Street property, the answer for the County is not a new lease with a new organization. The County would like to build a new building that combines office space and residential. The planning

process is a long process; therefore, the County is just asking for zoning changes to enable building a tower (beyond 4 floors), to be proactive and to fit with City of London planning cycles. Mr. Rayburn reviewed proposed drawings for the entire site.

In response to a question about timing and interim locations for the Health Unit, Mr. Rayburn explained that the County is not rushing this project, and the need for an interim location would be taken into account. Concern was expressed about the transition period.

Mr. Rayburn left the meeting at 9:30 a.m.

3. APPROVAL OF MINUTES

It was moved by Mr. Peer, seconded by Mr. Meyer *that the [MINUTES](#) from the July 2, 2015 Finance and Facilities Committee Meeting be approved.*

Carried

4. BUSINESS ARISING FROM MINUTES – none

5. NEW BUSINESS

5.1. Financial Update – June 2015 ([Report 020-15FFC](#))

Discussion ensued about the complications that the current funding situation creates in budgeting and deficit management. Dr. Mackie reported that the report will be revised before it is submitted to the Board of Health on September 17th.

It was moved by Mr. Peer, seconded by Mr. Helmer *that the Finance & Facilities Committee receive Report No. 20-15FFC re Financial Update – June 2015 for information.*

Carried

5.2. MLHU – March 31st Draft Financial Statements ([Report 021-15FFC](#))

Questions were asked about several ‘budget’ versus ‘actual’ lines in the draft financial statements. Mr. Millson will investigate the differences in rent (pg. 3) and report back to the Committee.

It was moved by Mr. Meyer, seconded by Mr. Helmer *that the Finance & Facilities Committee recommend that the Board of Health approve the audited Consolidated Financial Statements for the Middlesex-London Health Unit, March 31st, 2015 as appended to Report No. 21-15FFC.*

Carried

5.3. 2016 Board of Health Budget - Financial Parameters ([Report 022-15FFC](#))

Dr. Mackie recommended that this report be deferred to the September 17th Board of Health meeting so that the report can be revised to reflect the most current information.

Discussion ensued about the reality of 0% anchor budgeting with the municipalities and working toward the 75%/25% cost-shared arrangement with the Province.

It was moved by Ms. Vanderheyden, seconded by Mr. Peer *that the Report No. 022-15FFC be deferred to the September Board of Health meeting.*

Carried

5.5 2015-2016 Draft Finance and Facilities Committee Work Plan – Verbal Report

Ms. Fulton presented a draft annual work plan for the FFC. Dr. Mackie will ensure that the information in the work plan be put in calendar format for easy reference.

Discussion ensued about the Committee's role as an auditing committee. It was agreed that the Finance and Facilities Committee should request Health Unit Management to complete a factual certificate. This certificate process would ensure that the Committee has done its due diligence. It was agreed that members of the Senior Leadership Team review a draft certificate and then bring the certificate to a future Finance and Facilities Committee for Committee approval.

It was moved by Mr. Meyer, seconded by Mr. Peer *that the Draft Annual Work Plan for 2015-2016 be approved by the Finance and Facilities Committee.*

Carried

6. CONFIDENTIAL

At 11:45 a.m., it was moved by Mr. Helmer, seconded by Mr. Peer *that the Finance and Facilities Committee move in camera to discuss matters concerning a proposed or pending acquisition of land by the Middlesex-London Health Unit.*

Carried

At 11:48 a.m., it was moved by Ms. Vanderheyden, seconded by Mr. Helmer *that the Finance and Facilities Committee return to public form and report that matters were discussed concerning a proposed or pending acquisition of land by the Middlesex-London Health Unit.*

Carried

7. OTHER BUSINESS

The next scheduled meeting of the FFC is Thursday, October 1, 2015 at 9:00 a.m. in Room 3A.

8. ADJOURNMENT

At 11:50 a.m., it was moved by Ms. Vanderheyden, seconded by Mr. Helmer *that the meeting be adjourned.*

Carried

TRISH FULTON

CHRISTOPHER MACKIE

Committee Chair

Secretary-Treasurer