



Board of Health

Regular Board of Health Meeting

Tuesday, November 27, 2018

The Regular meeting of Renfrew County and District Health Unit's Board of Health was held in the County Council Chambers, 9 International Drive, Pembroke, Ontario.

Present:

| | |
|------------------------|------------|
| Janice Visneskie Moore | Chair |
| Carolyn Watt | Vice-Chair |
| M. Ann Aikens | Member |
| Michael Donohue | Member |
| Daniel Janke | Member |
| Wilmer Matthews | Member |
| Christine Reavie | Member |
| John (Jed) Reinwald | Member |

Regrets:

| | |
|--------------|---|
| Heather Daly | Acting Chief Executive Officer/Director, Corporate Services |
| Jane Dumas | Member |
| Peter Emon | Member |

Leave:

| | |
|----------------------|--------|
| J. Michael du Manoir | Member |
|----------------------|--------|

Staff:

| | |
|-------------------|----------------------------------|
| Vicki Benoit | Director, Health Protection |
| Marilyn Halko | Executive Assistant (Secretary) |
| Colleen Musclow | Coordinator, Quality Improvement |
| Courtney Trombley | Manager, Infectious Diseases |

01. a. Call to Order

J. Visneskie Moore called the meeting to order at 10:00 a.m.

b. Agenda Approval

Item # 02. a. ii) Special Board Meeting, Friday, November 23, 2018—

approval of minutes, was added to the agenda.

Resolution: # 1 BoH 2018-Nov-27

A motion by J. Reinwald; seconded by M. Donohue; be it resolved that the Board approve the agenda, as amended.

Carried

c. **Declarations of Conflict of Interest**

No conflicts of interest were declared.

Generative

d. **Delegations**

There were no delegations at this meeting.

Business Arising/Updates

02. Minutes of Previous Regular Board of Health and Committee Meetings (Approval/Acceptance)

- a. i) Minutes of Regular Board Meeting, Tuesday, October 30, 2018

Resolution: # 2 BoH 2018-Nov-27

A motion by D. Janke; seconded M. Donohue; be it resolved that Board approve the Regular Board of Health meeting minutes of October 30, 2018.

Carried

- ii) Minutes of Special Board Meeting, Friday, November 23, 2018

Resolution: # 3 BoH 2018-Nov-27

A motion by C. Reavie; seconded by C. Watt; be it resolved that the Board approve the minutes of the Special Board Meeting held Friday, November 23, 2018.

Carried

- b. i) Minutes of Executive Committee Meeting, Friday, October 05, 2018

Resolution: # 4 BoH 2018-Nov-27

A motion by M. Donohue; seconded by D. Janke; be it resolved that the Board accept the Executive Committee meeting minutes of

Friday, October 05, 2018.

Carried

- ii) Minutes of Governance Committee Meeting, Monday, October 01, 2018
- iii) Minutes of Governance Committee Meeting, Monday, October 30, 2018

Resolution: # 5 BoH 2018-Nov-27

A motion by M. A. Aikens; seconded by C. Watt; be it resolved that the Board accept the Governance Committee meeting minutes for October 01, 2018 and October 30, 2018.

Carried

- iv) Minutes of Resources Committee Meeting, Friday, October 19, 2018

Resolution: # 6 BoH 2018-Nov-27

A motion by C. Reavie; seconded C. Watt; be it resolved that the Board accept the Resources Committee meeting minutes for October 19, 2018.

Carried

- v) Minutes of Strategic Planning and Stakeholder Communication Committee meeting minutes from Wednesday, September 05, 2018

Resolution: # 7 BoH 2018-Nov-27

A motion by C. Watt; seconded C. Reavie; be it resolved that the Board accept the Strategic Planning and Stakeholder Communication Committee meeting minutes from September 05, 2018.

Carried

03. Board Work Plan 2018

The *Board Work Plan 2018*, hyperlinked below, was an information item.

- [Board Work Plan 2018](#)

Committee Chairs were reminded, by W. Matthews, to update their section of the *Board Work Plan 2018* before the January 29, 2019 Regular Board meeting.

04. Correspondence

The Strategic Planning and Stakeholder Communication Committee forwarded the following correspondence from Peterborough Public Health as information items:

- Drug Policy Reform
- Local Drug Strategies
- Regulatory Framework for Cannabis Storefronts
- Vaping

A fulsome discussion ensued.

The Board suggested that RCDHU staff look at the Icelandic prevention model that has helped delay the use of drugs and alcohol with youth in Iceland that was implemented over the past 20 years. A session, sponsored by Planet Youth Lanark, featuring the prevention model will be held in two locations—Carleton Place on November 28 and Perth on November 29, 2018.

05. Staff Reports

a. **Q3 Update—Corporate Operational Plan**

C. Musclow and Courtney Trombley co-presented the quarterly updates to the Board in the *Q3 Update—Corporate Operational Plan*.

After the presentation, questions from the Board were answered by the presenters.

Resolution: # 8 BoH 2018-Nov-27

A motion by M. Donohue; seconded by D. Janke; be it resolved that the Board accept the Q3 Corporate Operational Plan.

Carried

b. **Q3 Update—Risk Management Plan**

C. Musclow presented highlights of the quarterly plan to the Board in the *Q3 Update—Risk Management Plan*.

At 10:46 a.m. Carla Walters, Director, Health Promotion/Chief Nursing Officer joined the meeting.

Following the presentation, C. Musclow answered questions posed by the Board.

Resolution: # 9 BoH 2018-Nov-27

A motion by W. Matthews; seconded by M. Donohue; be it resolved that the Board accept the Q3 Risk Management Plan as presented.

Carried

06. Committee Board Reports

a. **Executive Committee**

W. Matthews, in the Executive Committee Chair's absence, updated the Board on the activities of the Committee since the last Board meeting.

The full *Report* can be accessed here—[Executive Committee Board Report](#).

Resolution: # 10 BoH 2018-Nov-27

A motion by W. Matthews; seconded by M. Donohue; be it resolved that the Board accept the Executive Committee Board Report of November 21, 2018.

Carried

b. **Governance Committee**

Committee Chair, W. Matthews presented the *Governance Committee Board Report*.

The full *Report* can be accessed here—[Governance Committee Board Report](#).

Resolution: # 11 BoH 2018-Nov-27

A motion by M. A. Aikens; seconded by C. Reavie; be it resolved that the Board remove item 4 and resolution # 2 from the November 5th Governance Committee Report.

Carried

Resolution: # 12 BoH 2018-Nov-27

A motion by W. Matthews; seconded by M. A. Aikens; be it resolved that the Board accept the Governance Committee Board Report of November 5, 2018 as amended.

Carried

Resolution: # 13 BoH 2018-Nov-27

A motion by W. Matthews; seconded by M. A. Aikens; be it resolved that the Board maintain the status quo on the reporting format.

Carried

The following is the *Recorded Vote* for the preceding Resolution #13:

Recorded Vote

| Yes | Name of Board Member | No |
|-----|--|----|
| ✓ | Aikens, M. Ann | |
| | Donohue, Michael | ✓ |
| | du Manoir, J. Michael <i>absent</i> | |
| | Dumas, Jane <i>absent</i> | |
| | Emon, Peter <i>absent</i> | |
| ✓ | Matthews, Wilmer | |
| ✓ | Reavie, Christine | |
| ✓ | Reinwald, Jed | |
| ✓ | Visneskie Moore, Janice | |
| ✓ | Watt, Carolyn | |
| ✓ | Janke, Daniel | |
| 7 | Totals | 1 |

Carried by: 7 to 1

Lost by:

A discussion ensued regarding the *Resolution* shown below:

Resolution: # 4 GC 2018-Nov-05

*Be it resolved that the Governance Committee recommend to the Board that 1. Decision Making Framework be adopted by RCDHU
2. The Governance Committee organize an educational retreat in the Spring of 2019 to entrench the decision making skill set.*

Resolution: # 14 2018-Nov-27

A motion by M. Donohue; seconded by W. Matthews; be it resolved that the Board 1. Adopt the Board Decision Making Framework, and 2. Direct the Governance Committee to organize an educational retreat in Spring 2019 to include health inequities and the decision making framework.

Carried

At 12:00 p.m. the Board recessed for lunch.

At 12:23 p.m. the Board meeting resumed.

c. **Resources Committee**

In the report to the Board, D. Janke, Resources Committee (RC) Chair, gave highlights of items discussed at the RC meeting held on Friday, November 16, 2018.

The *Resources Committee Board Report* and H. Daly's *Briefing Note* are hyperlinked below:

- [Resources Committee Board Report and Briefing Note.](#)

Resolution: # 15 BoH 2018-Nov-27

A motion by D. Janke; seconded by C. Watt; be it resolved that the Board accept the Resources Committee Report dated Nov 16, 2018 and also accept Heather Daly's briefing note dated Nov 14, 2018, as amended.

Carried

d. **Strategic Planning and Stakeholder Communication Committee**

C. Reavie reviewed the SP&SC Committee Board Report with the Board members.

A full ranging discussion ensued.

The Strategic Planning and Stakeholder Communication (SP&SC) Committee Board Report is hyperlinked below:

- [SP&SC Board Report](#)

Resolution: # BoH 2018-Nov-27

A motion by C. Reavie; seconded by C. Watt ; be it resolved that the Board accept the Strategic Planning and Stakeholder Communication Committee Board Report.

Carried

07. By-laws

There were no by-laws.

08. Business Arising

09. New Business

a. **Accounts Payable**

The motion to accept the schedules of accounts paid is posted here:

- [Accounts Payable](#).

b. **2019 aPHa Winter Symposium 2018-Feb-21**

The flyer for the Symposium is hyperlinked below:

- [2019 aPHa Winter Symposium 2018-Feb-21](#)

Resolution: # 18 BoH 2018-Nov-27

A motion by M. A. Aikens; seconded by W. Matthews; be it resolved that the Board allow the Chair to attend the aPHa Winter Symposium on February 21, 2018.

Carried

10. Closed Meeting

There was no closed meeting.

11. Date of Next Meeting

A Special Board meeting was called, by the Chair, for Friday, December 07, 2018, to discuss the Municipal Levy and approve Procedural By-Law 2018-02. The meeting will be held in the County Council Chambers at 10:30 a.m.

At noon, a luncheon will be held in the Hard Rock Cafe. Eligible RCDHU staff members will be presented with service awards.

12. Adjournment

Resolution: # 19 BoH 2018-Nov-27

A motion by D. Janke; seconded by M. Donohue; be it resolved that the Board meeting be adjourned at 12:53 p.m.

Carried

The Regular Board of Health meeting adjourned at 12:53 p.m.

Chair

The original approved minutes were signed by the Chair.