



## Board of Health

### Regular Board Meeting

Tuesday, March 26, 2019

The regular meeting of Renfrew County and District Health Unit's Board of Health was held in the RCDHU Library at 7 International Drive, Pembroke, Ontario.

#### Present:

Janice Visneskie Moore	Chair
M. Ann Aikens	Member
Michael Donohue	Member
Peter Emon	Member
Daniel Janke	Member
Wilmer Matthews	Member
Christine Reavie	Member
Debbie Robinson	Member

#### Staff:

Dr. Robert Cushman	Acting Medical Officer of Health
Heather Daly	Acting Chief Executive Officer/Director, Corporate Services
Vicki Benoit	Director, Health Protection
Carolyn Froats-Emond	Public Health Dietitian
Marilyn Halko	Executive Assistant (Secretary)
Carla Walters	Director, Health Promotion/Chief Nursing Officer

#### Regrets:

Jane Dumas	Member
Carolyn Watt	Vice-Chair

#### Leave:

J. Michael du Manoir	Member
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#### 01. Call to Order

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

**02. Agenda Approval**

The Board approved the agenda.

**Resolution: # 1 BoH 2019-Mar-26**

A motion by D. Robinson; seconded by P. Emon; be it resolved that the agenda be approved.

Carried

**03. Delegations**

**Canada's Food Guide 2019—Highlights**

C. Froats-Emond, RCDHU Public Health Dietitian, presented highlights of the new 2019 *Canada's Food Guide* to the Board.

The presentation included a PowerPoint slideshow, *Canada's Food Guide 2019 – Highlights*, accompanied by two handouts:

1. [Canada's Food Guide](#)
  
2. [Canada's Food Guide—Healthy eating recommendations](#)

Froats-Emond answered questions posed by the Board, regarding the new 2019 *Food Guide*.

At 10:45 a.m. Froats-Emond exited the meeting.

**04. Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

**05. Minutes of Previous Meetings (Approval)**

- a. The Board approved the meeting minutes for the Regular Board meeting held on Tuesday, February 26, 2019.

**Resolution: # 2 BoH 2019-Mar-26**

A motion by D. Janke; seconded by M. Donohue; be it resolved that the minutes for the Regular Board meeting held on Tuesday, February 26, 2019 be approved, as presented.

Carried

**06. Business Arising**

None

## 07. Correspondence

The following correspondence was shared with the Board:

Subject:	From:	Action:
a. <a href="#">2019 alPHa Fitness Challenge for Board of Health Members</a>	• Association of Local PUBLIC HEALTH Agencies (alPHa)	• Received as information

M. Halko will take registrations for RCDHU Board of Health Members for the event.

## 08. Staff Reports

At 11:00 a.m. Melissa Botz, Coordinator, Communication and Emergency Preparedness and Colleen Musclow, Coordinator, Quality Improvement joined the meeting.

- a. i. 2018 Corporate Operational Plan—Q4 Report  
C. Musclow and M. Botz presented the *2018 Corporate Operational Plan—Q4 Report* to the Board.

Musclow and Botz, answered questions posed by the Board regarding the *Corporate Operational Plan—Q4 Report*.

### **Resolution: # 3 BoH 2019-Mar-26**

A motion by P. Emon; seconded by D. Robinson; be it resolved that the Board accept the 2018 Corporate Operational Plan—Q4 Report, as presented.

Carried

- ii. 2018 Risk Management Plan—Q4 Report  
The *2018 Risk Management Plan—Q4 Report* was presented by C. Musclow.

Musclow answered questions raised by the Board regarding the *Risk Management Plan—Q4 Report*.

### **Resolution: # 4 BoH 2019-Mar-26**

A motion by W. Matthews; seconded by M. A. Aikens; be it resolved that the Board accept the 2018 Risk Management Plan—Q4 Report, as presented.

Carried

- iii. 2019 Corporate Operational Plan  
C. Musclow presented the *2019 Corporate Operational Plan* to the Board.

The Board raised questions that were answered by Musclow.

**Resolution: # 5 BoH 2019-Mar-26**

A motion by D. Robinson; seconded by D. Janke; be it resolved that the Board accept the 2019 Corporate Operational Plan, as presented.

Carried

- b. Report to the Board from Dr. Robert Cushman, Acting Medical Officer of Health (MOH(A)).

Dr. Cushman delivered the following Report to the Board:

- i. [Acting Medical Officer of Health—Report to the Board of Health.](#)

**Resolution: # 6 BoH 2019-Mar-26**

A motion by P. Emon; seconded by W. Matthews; be it resolved that the Board accept the Board Report from Dr. Robert Cushman, Acting Medical Officer of Health.

Carried

**Resolution: # 7 BoH 2019-Mar-26**

A motion by P. Emon; seconded by D. Robinson; be it resolved that the Board direct the executive committee chair with the Board Members and the staff to ensure reports and activities are open to the public and respective of the applicable legislation noting specifically the Municipal Act and the HPPA and report to the Board by end of 2019.

Carried

**09. Board Committee Reports**

- a. Executive  
P. Emon, Chair of the Executive Committee, presented the following report to the Board:

- i. [Executive Committee Board Report](#)

**Resolution: # 8 BoH 2019-Mar-26**

A motion by D. Janke; seconded by M. A. Aikens; be it resolved that the Board accept the Executive Committee Board Report, as presented.

Carried

At 12:23 p. m. P. Emon exited the meeting.

At 12:25 p.m. the meeting recessed for lunch.

At 12:55 p.m. the meeting resumed.

b. Resources

D. Janke, Chair of the Resources Committee, presented the following report to the Board:

i. [Resources Committee Board Report](#)

During the *Report*, Janke requested that H. Daly walk the Board through the highlights of the [2019 Budget](#).

**Resolution: # 9 BoH 2019-Mar-26**

A motion by D. Robinson; seconded by W. Matthews; be it resolved that the Board accept the Resources Committee Board Report, as presented.

Carried

c. Governance

W. Matthew, Chair of the Governance Committee, presented the following Report to the Board:

i. [Governance Committee Board Report](#)

**Resolution: # 10 BoH 2019-Mar-26**

A motion by M. Donohue; seconded by D. Janke; be it resolved that the Board accept the Governance Committee Board Report, as presented.

Carried

**10. By-Laws**

None

**11. New Business**

None

**12. Notice of Motion**

None

**13. Closed Meeting**

There was no closed meeting.

**14. Date of Next Meeting**

The next Regular Board of Health meeting is scheduled for Tuesday, April 30, 2019 at 10:00 a.m. in the RCDHU Classroom.

**15. Adjournment**

**Resolution: # 11 BoH 2019-Mar-26**

A motion by D. Robinson; seconded by M. A. Aikens; be it resolved that the Board meeting be adjourned at 1:16 p.m.

Carried

The Regular Board of Health meeting adjourned at 1:16 p.m.

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Chair

*The original approved meeting minutes were signed by the Board of Health Chair.*