



## Board of Health

### Regular Board Meeting

Tuesday, April 30, 2019

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

#### Present:

Janice Visneskie Moore	Chair
Carolyn Watt	Vice-Chair
M. Ann Aikens	Member
J. Michael du Manoir	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
Vicki Benoit	Director, Health Protection
Heather Daly	Acting Chief Executive Officer/Director, Corporate Services
Marilyn Halko	Executive Assistant (Secretary)
Courtney Trombley	Manager, Infectious Diseases
Carla Walters	Director, Health Promotion/Chief Nursing Officer

#### Regrets:

Jane Dumas	Member
Michael Donohue	Member

#### Guest:

Karen Black	CPA, CP, Scott Rosien Black & Locke
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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 agenda was amended as follows:

- Added—item 05. c. Special Board meeting minutes—April 24, 2019
- Added—C. Trombley re: Activation of Emergency Management Plan for Renfrew County and District Health Unit (RCDHU)
- Changes to item 08. Staff Reports
  - item 08. a. Non-medical Cannabis Health Unit Activities—deferred to the next meeting Board of Health regular meeting because RCDHU staff members were called into the field, in response to the *Activation of Emergency Management Plan*.
  - item 08. b. Inspections Disclosure—presented later in the meeting as the RCDHU staff member was called into the field, in response to the *Activation of Emergency Management Plan*.

### **Resolution: # 1 BoH 2019-Apr-30**

A motion by P. Emon; seconded by M. A. Aikens; be it resolved that the agenda be approved, as amended.

Carried

## 03. Delegations

### **2018 RCDHU Audited Financial Statements Presentation**

A hard copy of the financial statements was distributed to Board Members, at the meeting. K. Black, CPA, CA, Scott Rosien Black & Locke, presented the [Financial Statements of Renfrew County and District Health Unit Year ended December 31, 2018](#) (RCDHU Audited Financial Statements). Black stepped through the statements, page by page and answered questions raised by the Board, as they arose.

Action: The signed *RCDHU Audited Financial Statements* will be posted to the RCDHU website following this meeting.

### **Resolution: # 2 BoH 2019-Apr-30**

A motion by P. Emon; seconded by C. Reavie; be it resolved that Board approve the Financial Statements for the year ended December 31, 2018, and further that the Chair and Vice-Chair sign the Statements.

Carried

At this point in the meeting, C. Trombley provided an update to the Board on the activation of RCDHU's *Emergency Management Plan*, in response to flooding occurring

in Renfrew County and District. The *Emergency Management Plan* was activated on Monday, April 29, 2019 at 2:00 p.m.

*“In accordance with the Health Protection and Promotion Act (HPPA), Revised Statutes of Ontario, 1990 (c.H.7) whereas Boards of Health are required to provide mandatory health program and services:*

1. *Community sanitation, to ensure the maintenance of sanitary conditions and the prevention or elimination of health hazards.*
  - 1.1. *The provision of safe drinking water by small drinking water systems.*
2. *Control of infectious diseases and disease of public health significance, including provision of immunization services to children.*

*Residents of Renfrew County and District are at risk of disease, infection as well as other physical and mental health issues. The risks are far reaching and include those directly affected by the flooding as well as volunteers, emergency service workers and geographically isolated families and individuals.”*

The *Emergency Management Plan* included the coordinated efforts of RCDHU staff members with possible reassignments to other duties.

Some of the key public health messages addressed included:

- Personal safety in flooded homes
- Food safety during and after flood conditions
- Drinking water
- Well maintenance
- Septic systems
- Hand hygiene and personal protection
- Mental health during stressful times.

Packages of printed information will be delivered by RCDHU staff members to the affected seven municipalities who declared states of emergency (Greater Madawaska; Horton; Killaloe, Hagarty and Richards; Laurentian Valley; McNab/Braeside; Petawawa; Whitewater Region).

A press conference is scheduled for Friday, May 03, 2019.

**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, March 26, 2019.

**Resolution: # 3 BoH 2019-Apr-30**

A motion by P. Emon; seconded by C. Watt; be it resolved that the minutes for the Regular Board meeting held on Tuesday, March 26, 2019 be approved, as presented.

Carried

- b. The Board approved the meeting minutes for the Special Board meeting held on Monday, April 08, 2019.

**Resolution: # 4 BoH 2019-Apr-30**

A motion by P. Emon; seconded by D. Janke; be it resolved that the Board approves the Special Board meeting minutes of Monday, April 08, 2019, as presented.

Carried

- c. The Board approved the meeting minutes for the Special Board meeting held on Wednesday, April 24, 2019.

**Resolution: # 5 BoH 2019-Apr-30**

A motion by P. Emon; seconded by M. A. Aikens; be it resolved that the Board approve the Special Board meeting minutes of Wednesday, April 24, 2019, as amended.

Carried

**06. Business Arising**

None

**07. Correspondence**

Correspondence, reviewed on behalf of the Board by the Stakeholder Relations Committee, will be addressed in item 09. c.

**08. Staff Reports**

- a. Non-medical Cannabis Health Unit Activities—presentation was deferred to the next Board of Health meeting scheduled for Tuesday, May 28, 2019.

b. Inspections Disclosure

At 11:05 a.m., David Tantalo, Manager, Healthy Environments, joined the meeting and delivered a presentation regarding Inspection Disclosures.

Renfrew County and District Health Unit's disclosure program provides online postings of health inspection results to help residents of Renfrew County and District make informed decisions to protect their health.

Inspection reports completed since January 1, 2019, are accessible on the RCDHU website at <https://www.rcdhu.com/inspection-disclosure/>.

Tantalo projected the site on the screen and navigated through the four tabs shown below, showing the Board the capabilities of the software designed by Hedgerow for RCDHU:

1. Food Safety, Small Drinking Water Systems, Pools and Spas, Personal Service Settings, and Health Hazards
2. Infection Prevention and Control Lapses
3. Tobacco and Vapour Product Control
4. Beach Water Testing.

During the presentation, Tantalo answered questions from the Board.

c. 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](#)

Discussion regarding Dr. Cushman's Board Report resulted in the following three motions, #6, #7 and #8:

**Resolution: # 6 BoH 2019-Apr-30**

A motion by P. Emon; seconded by M. A. Aikens; be it resolved that Board, based on SMT's recommendation, extend the 2015-19 Strategic Plan to include the year 2020, given current uncertainties in public health in Ontario.

Carried

**Resolution: # 7 BoH 2019-Apr-30**

A motion by P. Emon; seconded by C. Reavie; be it resolved that the Board of Health approves the 2019 Annual Service Plan as presented with the expected any shortfall due to Provincial budget documents be allocated from RCDHU reserves.

Carried

**Resolution: # 8 BoH 2019-Apr-30**

A motion by M. A. Aikens; seconded by P. Emon; be it resolved that Board instruct the administration that effective immediately there should be a hiring freeze initiated at the Renfrew County and District Health Unit for the remainder of 2019.

Carried

**Resolution: # 9 BoH 2019-Apr-30**

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

Carried

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

At 12:30 p.m. the meeting reconvened.

**09. Board Committee Reports**

a. Governance

W. Matthews, Governance Committee Chair presented the following report to the Board:

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

**Resolution: # 10 BoH 2019-Apr-30**

A motion by M. A. Aikens; seconded by C. Reavie; be it resolved that Board review the current Board and Committee work plans to ensure that the changing government priorities are incorporated in to these plans in a way that helps us to consider our agency's responsibilities to guide the organization and advocate for the rural public health needs of Renfrew County and District.

Carried

**Resolution: # 11 BoH 2019-Apr-30**

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

Carried

b. Resources

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

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

**Resolution: # 12 BoH 2019-Apr-30**

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

Carried

c. Stakeholder Relations

C. Reavie, Stakeholder Relations Committee Chair, presented the following report to the Board:

- i. [Stakeholder Relations Committee Board Report](#)

**Resolution: # 13 BoH 2019-Apr-30**

A motion by M. A. Aikens; seconded by P. Emon; be it resolved that the Resolution: # 3 SRC 2019-Apr-26 be removed from the Report and reconsidered at the May Board meeting.

Carried

**Resolution: # 14 BoH 2019-Apr-30**

A motion by D. Janke; seconded by W. Matthews; be it resolved that the Board accept the Stakeholder Relations Committee Board Report, as amended.

Carried

**Resolution: # 15 BoH 2019-Apr-30**

A motion by D. Robinson; seconded by W. Matthews; be it resolved that the Board for the month of May combine all committees into one committee of the whole to determine a combined work plan reflective of the board's desire for RCDHU to have a strong position in relation to the ongoing changes being announced by the Provincial Government being

imposed on health units in rural Ontario and that the Resources Committee maintain its May schedule.

Carried

**10. By-Laws**

None

**11. New Business**

- a. Revisiting the Expert Panel—*Public Health within an Integrated Health System—Report of the Minister’s Expert Panel on Public Health*  
The Board discussed the relevance of the [Public Health within an Integrated Health System—Report of the Minister’s Expert Panel on Public Health](#) in comparison to the current proposed changes to public health in Ontario.
  
- b. Recap of aPHa follow-up teleconference 2019-Apr-29 with Board of Health Chairs re: 2019 Provincial Budget  
Chair Visneskie Moore shared meeting notes taken as a participant in the follow-up aPHa teleconference for Ontario Board of Health Chairs.

The meeting which took place on Monday, April 29, 2019, centred around funding changes to Ontario public health units.

**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, May 28, 2019 at 10:00 a.m. in the RCDHU Classroom.

**15. Adjournment**

**Resolution: # 16 BoH 2019-Apr-30**

A motion by P. Emon; seconded by C. Reavie; be it resolved that the Board meeting be adjourned at 1:58 p.m.

Carried



The Regular Board meeting adjourned at 1:58 p.m.

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Chair

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