



## Board of Health

### Regular Board Meeting

Thursday, January 31, 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
Michael Donohue	Member
J. Michael du Manoir	Member
Jane Dumas	Member
Daniel Janke	Member
Wilmer Matthews	Member
Christine Reavie	Member
Debbie Robinson	Member

#### Staff:

Vicki Benoit	Director, Health Protection
Heather Daly	Acting Chief Executive Officer/Director, Corporate Services
Marilyn Halko	Executive Assistant (Secretary)
Colleen Musclow	Coordinator, Quality Improvement

#### 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:

- Under Correspondence—a letter was added from Board Member, J. M. du Manoir who requested a leave of absence
- The Acting Medical Officer of Health Board Report by Dr. Robert Cushman followed the Approval of the Minutes.

The agenda was renumbered as per the amendments.

**Resolution: # 1 BOH 2019-Jan-31**

A motion by M. Donohue; seconded by C. Reavie; be it resolved that the agenda be approved, as amended.

Carried

**03. Delegations**

There were no delegations.

**04. Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

Each Board Member signed the annual [Acknowledgment of Conflict of Interest Policy](#) and returned the form to the Secretary.

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

- a. The Board approved the meeting minutes for the Regular Board meeting held on Tuesday, November 27, 2018, with the following amendment:

**Leave:**

J. Michael du Manoir          Member

**Resolution: # 2 BoH 2019-Jan-31**

A motion by M. A. Aikens; seconded by C. Reavie; be it resolved that the minutes for the Regular Board meeting held on Tuesday, November 27, 2018 be approved as amended.

Carried

- b. The Board approved the meeting minutes for the Special Board meeting held on Friday, December 07, 2018, with the following amendment:

**Leave:**

J. Michael du Manoir          Member

**Resolution: # 3 BoH 2019-Jan-31**

A motion by J. Dumas; seconded by M. A. Aikens; be it resolved that the minutes for the Special Board meeting held on Friday, December 07, 2018 be approved as presented and amended.

Carried

- c. The Board approved the meeting minutes for the Inaugural Board of Health meeting held on Tuesday, January 08, 2019, as presented.

**Resolution: # 4 BoH 2019-Jan-31**

A motion by P. Emon; seconded by C. Watt; be it resolved that the minutes for the Inaugural Board of Health meeting held on Tuesday, January 08, 2019 be approved, as presented.

Carried

At 10:05 a.m. Dr. Robert Cushman, Acting Medical Officer of Health, joined the meeting via telephone.

At 10:07 a.m. Peter Emon, Board of Health Member, joined the meeting.

**06. Staff Reports**

- a. Dr. Robert Cushman presented the following Report to the Board:
  - [MOH\(A\) Board Report](#)

Dr. Cushman answered questions from the Board Members regarding the *Report*.

At 10:45 a.m. the Board moved in to a closed meeting to hear the remainder of Dr. Cushman's Report.

**Resolution: # 5 BoH 2019-Jan-31**

A motion by M. Donohue; seconded by P Emon; be it resolved that the Board move in to a closed meeting at 10:45 a.m. to discuss matters regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Board.

Carried

The Chair rose to report that the Board met in a closed meeting to discuss matters regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Board.

**Resolution: # 6 BoH 2019-Jan-31**

A motion by C. Watt; seconded by J. M. du Manoir; be it resolved that the Board accept the Board Report as presented by Dr. Robert Cushman, Acting Medical Officer of Health, as amended.

Carried

At 11:00 a.m. Dr. Cushman left the meeting.

## 07. Business Arising

N/A

## 08. Correspondence

The following document was drafted by Dr. Robert Cushman for the Board's consideration:

- a. *Memo—Request for Board Endorsement of Madawaska Communities Circle of Health (MCCH)*

The background information provided here gave Board of Health Members an overview of the MCCH:

- b. [Madawaska Communities Circle of Health—Rural Community Health Hub Vision Report](#)

### **Resolution: # 7 BoH 2019-Jan-31**

A motion by M. A. Aikens; seconded by C. Reavie; be it resolved that the Board send a letter of endorsement in support of the Madawaska Communities Circle of Health.

Carried

- c. Request from J. M. du Manoir for leave of absence:
  - *Letter from J. M. du Manoir*

### **Resolution: # 8 BoH 2019-Jan-31**

A motion by J. Dumas; seconded by M. A. Aikens; be it resolved that the Board approve a leave of absence for Board Member J. M. du Manoir for all Regular and Special Board of Health and Committee meetings during the period from 2019 February 20 to 2019 April 03 inclusive.

Carried

## 09. Board Committee Reports

- a. Governance

W. Matthews, Chair of the Governance Committee presented the following two reports that were amended as follows:

- i. [Governance Committee Board Report # 1](#)—2019-Dec-03

Item # 11. was amended to read end of term is July 2019 and the Board Member has applied for reappointment.

- ii. [Governance Committee Board Report # 2](#)—2019-Jan-07

**Resolution: # 9 BoH 2019-Jan-31**

A motion by W. Matthews; seconded by D. Robinson; be it resolved that the Board accept Governance Committee Board Reports # 1 and # 2, as amended.

Carried

b. Resources

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

- i [Resources Committee Board Report](#)

**Resolution: # 10 BoH 2019-Jan-31**

A motion by D. Janke; seconded by C. Watt; be it resolved that the Board accept the Resources Committee Board Report, as presented.

Carried

**10. By-Laws**

H. Daly presented the following by-law to appoint auditors for the year ending December 31, 2018:

- a. [By-Law 2019-01—By-Law to Appoint Auditors](#)

**Resolution: # 11 2019-Jan-31**

A motion by D. Janke; seconded by W. Matthews; be it resolved that the Board approve By-Law Number 2019-01—By-Law to Appoint Auditors.

Carried

Auditors correspondence was provided for the Board's review by Scott Rosien Black & Locke.

**11. New Business**

The Board approved the following motion:

- a. [Appointment of Signing Officers 2019](#)

The motion was moved by J. Dumas and seconded by P. Emon.

Carried

- b. The Chair and Vice-Chair requested that the Board approve their attendance at the 2019 aPHa General Meeting & Conference to be held on Sunday, June 09, 2019 to Tuesday, June 11, 2019.

**Resolution: # 12 BoH 2019-Jan-31**

A motion by J. Dumas; seconded by M. A. Aikens; be it resolved that the Board approve the attendance of the Chair and Vice-Chair at the 2019 alPHa General Meeting & Conference to be held on 2019-Jun-09 to 2019-Jun-11.

Carried

**12. Notice of Motion**

N/A

At 11:45 a.m. the Board recessed for lunch.

At 12:20 p.m. the meeting resumed again.

**13. Closed Meeting B**

At 12:20 a.m. the Board moved in to a closed meeting.

**Resolution: # 13 BoH 2019-Jan-31**

A motion by M. Donohue; seconded by P. Emon; be it resolved that the Board move to a closed meeting to discuss matters pertaining to (1) the security of the property of the Board, (2) personal matters about the MOH(A) appointment and (3) a request under the Municipal Freedom of Information and Protection of Privacy Act, at 12:20 p.m.

Carried

The Chair rose to report that the Board met in a closed meeting to discuss matters pertaining to (1) the security of the property of the Board, (2) matters about the MOH(A) appointment and (3) a request under the Municipal Freedom of Information and Protection of Privacy Act.

**Resolution: # 14 BoH 2019-Jan-31**

A motion by M. Donohue; seconded by J. Dumas; be it resolved that the Board direct staff to provide the County of Renfrew with a response to their accommodation review and further that the Resources Committee be tasked with development of a plan to ensure continuity of RCDHU operations for all possible decisions taken by the County of Renfrew.

Carried

**Resolution: # 15 BoH 2019-Jan-31**

A motion by P. Emon; seconded by C. Reavie; be it resolved that the Board

authorizes the MOHLTC to release the HAST report of 2014 as we believe in open and accessible governance of public bodies.

Carried

**14. Date of Next Meeting**

The next Regular Board of Health meeting is scheduled for Tuesday, February 26, 2019 at 10:00 a.m. It will be held in the County Council Chambers at 9 International Drive, Pembroke.

C. Watt will chair the next BoH meeting during J. Visneskie Moore's absence.

**15. Adjournment**

**Resolution: # 16 BoH 2019-Jan-31**

A motion by J. M. du Manoir; seconded by D. Robinson; be it resolved that the Board meeting be adjourned at 1:21 p.m.

Carried

The Regular Board meeting adjourned at 1:21 p.m.

---

Chair

The approved minutes were signed by the Acting Chair.