



## Board of Health

### Governance Committee Meeting

Monday, April 01, 2019

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

#### Present:

Wilmer Matthews	Chair
Peter Emon	Member
Janice Visneskie Moore	Member
Carolyn Watt	Member

#### Staff:

Marilyn Halko	Executive Assistant (Secretary)
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#### Regrets:

Michael Donohue	Member
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#### 01. Call to Order

W. Matthews called the Governance Committee meeting to order at 1:25 p.m.

#### 02. Agenda Approval

The agenda was amended as follows:

- item 06. v. Board Retreat 2019 was moved to 06. i. on the agenda. The items that followed on the agenda were renumbered accordingly.

#### Resolution: # 1 GC 2019-Apr-01

A motion by C. Watt; seconded by J. Visneskie Moore; be it resolved that the agenda be approved, as amended.

Carried

#### 03. Declaration of Conflict of Interest

There were no declarations of conflict of interest.

#### 04. Delegations

There were no delegations.

#### 05. Governance Committee Meeting minutes (Approval)

The Committee approved the meeting minutes for Monday, March 04, 2019.

##### **Resolution: # 2 GC 2019-Apr-01**

A motion by P. Emon; seconded by J. Visneskie Moore; be it resolved that the Governance Committee approve the meeting minutes from Monday, March 04, 2019, as presented.

Carried

#### 06. Business Arising

##### i. **Board Retreat 2019—Health Equity/Indigenous Engagement**

At 1:30 p.m. Colleen Musclow, Coordinator, Quality Improvement, joined the meeting.

W. Matthews and C. Musclow met with Peggy Dick, Senior's/Client Services Supervisor, Algonquins of Pikwàkanagàn, at Pikwàkanagàn on Thursday, March 28, 2019.

Further to the meeting, Peggy recommended that the Committee read items 18. to 24., under the HEALTH heading, in *Truth and Reconciliation Commission of Canada: Calls to Action*. As a follow-up, the document will be forwarded to Committee Members.

The Board Retreat 2019 agenda was revised and is shown below:

- *Board Retreat 2019 Agenda.*

##### **Resolution: # 3 GC 2019-Apr-01**

A motion by C. Watt; seconded by P. Emon; be it resolved that the Governance Committee approve the Retreat agenda, as revised.

Carried

##### ii. Committee Work Plan 2019

The Work Plan was revised, as follows:

- *Governance Committee Work Plan 2019.*

##### **Resolution: # 4 GC 2019-Apr-01**

A motion by J. Visneskie Moore; seconded by C. Watt; be it resolved that

the Governance Committee recommend to the Board they approve the 2019 Governance Committee Work Plan as amended.

Carried

iii. By-Law 86-3

*By-Law 86-3*—A By-Law to Define the Management and Administrative Duties of the Medical Officer of Health, at the Regular Board Meeting held on Tuesday, March 26, 2019, it was recommended that the Board adopt a by-law to repeal *By-Law 86-3*.

The other by-laws that appeared in the Governance Committee Board Report are summarized below:

- *By-Law 91-01*—A By-Law of the Renfrew County and District Board of Health to Establish Reserve Funds for the Purposes of the Operation of the Health Unit, was referred to the Resources Committee.
- *By-Law 92-01*—A By-Law to prescribe fees for Inspections and for the Issuance of Certificates of Approval under the Environmental Protection Act, at the Regular Board Meeting held on Tuesday, March 26, 2019, it was recommended that the Board adopt a by-law to repeal *By-Law 92-01*.
- *By-Law 98-01*—A By-Law to authorize the short-term borrowing of monies for purposes of the Renfrew County and District Health Unit, was referred to the Resources Committee.

After the review of the by-laws is completed, the Board By-Law Index will be updated.

iv. Retention By-Law

a. Kingston BoH sample of a Retention By-Law

After a draft Retention By-Law has been developed it will be sent to the Senior Management Team for their review and input.

Upon completion of the Retention By-Law and before the Committee recommends it for Board approval, the document will be submitted to a lawyer for review.

v. Code of Conduct

The Committee used the following three codes of conduct as reference:

- a. County Council
- b. Niagara Region
- c. Windsor Essex.

W. Matthews will contact the Provincial Appointments Secretariat (PAS) to find out if there is a Code of Conduct that applies to PAS Board Members.

Municipal Board of Health Members are legally obligated by the Renfrew County Council Code of Conduct.

vi. **MOH(A) Performance Appraisal Report**

Not available at this time.

vii. **MOH and CEO Recruitment**

A report will be presented to the Board upon completion.

viii. **Standing Committee's Performance Outcomes**

The Committee was asked to complete the *Standing Committee's Performance Outcomes* form.

The Committee will review the results at the Governance Committee May meeting.

The Secretary will forward the form to M. Donohue.

**07. Correspondence**

None

**08. Staff Reports**

None

**09. Board Committee Reports**

None

**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 Governance Committee meeting will be held on Monday, May 13, 2019 at 2:00 p.m. in the RCDHU Classroom.

**15. Adjournment**

**Resolution: # 5 GC 2019-Apr-01**

A motion by J. Visneskie Moore; seconded by C. Watt; be it resolved that the Governance Committee meeting be adjourned at 2:36 p.m.

Carried

The Governance Committee meeting adjourned at 2:36 p.m.

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Chair

*These meeting minutes were approved at the Governance Committee meeting held on Wednesday, October 13, 2021.*