



Board of Health

Regular Board Meeting, via *Microsoft Teams*

Tuesday, June 28, 2022

The Regular meeting of Renfrew County and District Health Unit's Board of Health was held on the virtual software platform—*Microsoft Teams*. Members were present by audio and/or video.

Members:

Ann Aikens	Chair
Christine Reavie	Vice-Chair
James Brose	Member
Michael Donohue	Member
J. Michael du Manoir	Member
Jane Dumas	Member
Peter Emon	Member
Joanne King	Member
Jennifer Murphy	Member
Carolyn Watt	Member

Staff:

Vicki Benoit	Director, Health Protection
Dr. Robert Cushman	Acting Medical Officer of Health
Heather Daly	Acting Chief Executive Officer/Director, Corporate Services
Dr. Michelle Foote	Public Health Physician
Marilyn Halko	Executive Assistant (Secretary)
Patti Smith	Director, Health Promotion

Regrets:

Wilmer Matthews	Member
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Guest:

Karen Black	Scott Rosien Black & Locke
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01. Call to Order

Chair Aikens called the meeting to order at 10:03 a.m.

02. Agenda Approval

The Chair requested that the 2021-2022 Annual Reconciliation and Auditor's Attestation for the Ministry of Children, Community and Social Services for the Healthy Babies Healthy Children Program be added to the agenda.

Resolution: #1 BoH 2022-Jun-28

Moved by J. Dumas; seconded by C. Reavie; be it resolved that the Board approve the addition of the 2021-2022 Annual Reconciliation and Auditor's Attestation for the Ministry of Children, Community and Social Services for the Healthy Babies Healthy Children Program, to the agenda.

Carried

The agenda was approved, as amended, with the addition of the 2021-2022 Annual Reconciliation and Auditor's Attestation for the Ministry of Children, Community and Social Services for the Healthy Babies Healthy Children Program, as item 06. c. i.

Resolution: #2 BoH 2022-Jun-28

Moved by C. Watt; seconded by C. Reavie; be it resolved that the Board approve the agenda, as amended.

Carried

03. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

04. Delegations

There were no delegations.

05. Minutes of Previous Meetings (Approval)

a. Regular Meeting Minutes 2022-May-31

The meeting minutes were approved for Tuesday, May 31, 2022.

Resolution: #3 BoH 2022-Jun-28

Moved by J. Murphy; seconded by J. M. du Manoir; be it resolved that the Board approve the meeting minutes from the Regular Board meeting held on Tuesday, May 31, 2022, as presented.

Carried

06. Business Arising

- a. Rescind Resolution #2 BoH 2022-May-31

Resolution: #4 BoH 2022-Jun-28

Moved by J. Dumas; seconded by C. Watt; be it resolved that Resolution: #2 BoH 2022-May-31 be rescinded.

Carried

- b. Draft Financial Statements of Renfrew County and District Health Unit—Year ended December 31, 2022—revised with markups
Karen Black, Scott Rosien Black & Locke, reviewed the *Draft Financial Statements of Renfrew County and District Health Unit—Year ended December 31, 2022—revised with markups*, with the Board. These documents were a reference for Board Members, during the discussion of the *Statements*:
- i. [Draft Financial Statements of Renfrew County and District Health Unit—Year ended December 31, 2022—revised with markups](#)
 - ii. [Accumulated Surplus Worksheet 2021\(revised\)](#)

The Chair called for questions and comments from the Board.

Resolution: #5 BoH 2022-Jun-28

Moved by C. Reavie; seconded by J. Dumas; be it resolved that the Board accept the *Financial Statements for the year ended December 31, 2022*, as revised, and further that the Chair and Vice-Chair sign the Statements presented on June 28, 2022.

Carried

- c. 2021 Annual Reconciliation Report and Auditor's Attestation
K. Black reviewed the [2021 Annual Reconciliation Report and Auditor's Attestation for the Ministry of Health](#), with the Board.

The Chair called for questions and comments from the Board.

Resolution: #6 BoH 2022-Jun-28

Moved by J. King; seconded by C. Reavie; be it resolved that the Board accept the *2021 Annual Reconciliation Reports and Auditor's Attestations for the Ministry of Health*, as presented.

Carried

- i. 2021-2022 Annual Reconciliation and Auditor's Attestation for the Ministry of Children, Community and Social Service for the Healthy Babies Healthy Children Program
- K. Black reviewed the [2021-2022 Annual Reconciliation and Auditor's Attestation for the Ministry of Children, Community and Social Services for the Healthy Babies Healthy Children Program](#), with the Board.

The Chair called for questions and comments from the Board.

Resolution: #7 BoH 2022-Jun-28

Moved by J. Dumas; seconded by J. Murphy; be it resolved that the Board accept the 2021-2022 Annual Reconciliation and Auditor's Attestation for the Ministry of Children, Community and Social Services for the Healthy Babies Healthy Children Program, as presented.

Carried

The Board Chair thanked K. Black, and commended the Acting Chief Executive Officer/Director, Corporate Services and her Team for another clean audit.

K. Black left the meeting at 11:07 a.m.

A Board Member advised that this audit firm has completed their last audit for the County of Renfrew. The Resources Committee will discuss if there are any ramifications the Board of Health regarding this at their next meeting.

- d. Action List—Regular Board Meeting—2022-May-31
All items from [Action List](#) were completed or deferred to a later date.

07. Staff Reports

- a. Report to the Board—Dr. Robert Cushman, Acting Medical Officer of Health
Dr. Robert Cushman gave a verbal update to the Board on current COVID-19 activity in Renfrew County and District, which included the:
 - i. [COVID-19 Case Summary—June 23, 2022](#)
 - ii. [COVID-19 Renfrew County and District \(RCD\) COVID-19 Vaccine Rollout at a Glance](#).

Chair Aikens called for questions and comments.

- b. RCDHU Programs and Services During COVID-19 Pandemic
V. Benoit, Director, Health Protection and P. Smith, Director, Health Promotion reported on the following:
- [RCDHU Programs and Services During COVID-19 Pandemic.](#)

The Chair called for questions and comments from the Board.

Resolution: #8 BoH 2022-Jun-28

Moved by J. M. du Manoir; seconded by J. King; be it resolved that the Board accept the Report to the Board from Dr. Robert Cushman, Acting Medical Officer of Health.

Carried

Chair Aikens thanked Dr. Cushman, V. Benoit, and P. Smith for their reports to the Board.

Dr. Cushman thanked V. Benoit, and P. Smith for their presentations.

At 11:41 a.m., the Chair recessed the meeting until 11:50 a.m.

Dr. Foote left the meeting during the recess.

08. Board Committee Reports

- a. Executive
Committee Chair Christine Reavie presented the following:
- [Executive Committee Board Report.](#)

Chair Aikens reviewed the items on the *Report* and called for questions and comments from the Board.

Resolution: #9 BoH 2022-Jun-28

Moved by C. Watt; seconded by J. King; be it resolved that the Board accept the *Executive Committee Board Report*.

Carried

- b. Governance
Committee Chair Joanne King presented the following:
- [Governance Committee Board Report.](#)

Chair Aikens reviewed the items on the *Report* and called for questions and comments from the Board.

Resolution: #10 BoH 2022-Jun-28

Moved by C. Reavie; seconded by J. Dumas; be it resolved that the Board accept the *Governance Committee Board Report*.

Carried

c. Resources

Committee Chair J. Michael du Manoir presented the following:

- [Resources Committee Board Report](#).

Chair Aikens reviewed the items on the *Report* and called for questions and comments from the Board.

Resolution: #11 BoH 2022-Jun-28

Moved by J. M. du Manoir; seconded by J. Murphy; be it resolved that the Board accept the *Resources Committee Board Report*.

Carried

At 12:02 p.m., M. Donohue left the meeting.

09. Correspondence

The Board received the following correspondence:

Subject:	From:	Action:
a. aPHa Board of Directors 2022-2023	• Association of Local Public Health Agencies (aPHa)	• Received as information.
b. Support for South West Tobacco Control Area Network	• Grey Bruce Public Health	• Received as information.
c. 2020-2021 Annual Report	• Simcoe Muskoka District Health Unit	• Received as information.
d. Information Break – June 2022	• aPHa	• Received as information.
e. Healthy Babies Healthy Children Funding	• Public Health Sudbury & Districts	• Received as information.

10. By-Laws

There were no By-Laws.

11. New Business

- a. Board Engagement and Education Session—Ottawa West Four Rivers Ontario Health Team—June 15, 2022

The Chair attended the virtual [Board Engagement and Education Session](#)—Ottawa West Four Rivers, Ontario Health Team. The Board discussed the updates provided by the Chair.

12. Notice of Motions

There was no notice of motion.

13. Closed

There was no closed meeting.

14. Date of Next Meetings

The date of the next Regular Board meeting is Tuesday, September 27, 2022, at 10:00 a.m., or at the call of the Chair.

15. Adjournment

Resolution: #12 BoH 2022-Jun-28

Moved by J. King; seconded by C. Watt; be it resolved that the Regular Board of Health meeting be adjourned at 12:16 p.m.

Carried

The Regular Board meeting, held by *Microsoft Teams*, adjourned at 12:16 p.m.

Chair

These meeting minutes were approved by the Board at the Regular BOH meeting held on Tuesday, September 27, 2022.