



## Board of Health

### Executive Committee Meeting, via *Microsoft Teams*

Friday, September 16, 2022

The meeting of the Executive Committee of Renfrew County and District Health Unit's Board of Health was held via *Microsoft Teams*. All Members participated by video and/or audio.

#### **Present:**

Christine Reavie	Chair
Ann Aikens	Member
James Brose	Member
J. Michael du Manoir	Member
Joanne King	Member
Carolyn Watt	Member

#### **Staff:**

Heather Daly	Acting Chief Executive Officer/Director, Corporate Services
Marilyn Halko	Executive Assistant (Secretary)

#### **01. Call to Order**

Committee Chair C. Reavie called the meeting to order at 9:00 a.m.

#### **02. Agenda Approval**

The agenda was approved, as presented.

#### **Resolution: #1 EC 2022-Sep-16**

Moved by J. Brose; seconded by J. M. du Manoir; be it resolved that the Executive Committee approve the agenda, as presented.

Carried

#### **03. Declaration of Conflict of Interest**

No conflicts of interest were declared.

**04. Delegations**

There were no delegations.

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

- a. The meeting minutes were approved for Thursday, August 4, 2022.

**Resolution: #2 EC 2022-Sep-16**

Moved by C. Watt; seconded by J. M. du Manoir; be it resolved that the Executive Committee approve the meeting minutes for Thursday, August 4, 2022, as presented.

Carried

**06. Business Arising**

- a. Strategic Planning Progress Report  
The Committee discussed the [Strategic Planning Progress Report](#), presented by H. Daly, Acting Chief Executive Officer/Director, Corporate Services.

The Strategic Plan will be presented to the Committee by Staff on Monday, October 17, 2022.

**07. New Business**

There was no new business.

**08. Notice of Motion**

There was no notice of motion.

H. Daly left the meeting at 9:04 a.m.

**09. Closed**

**Resolution: #3 EC 2022-Sep-16**

Moved by J. King; seconded by J. Brose; be it resolved that the Executive Committee move into a closed meeting to discuss: (b) personal matters about an identifiable individual, including municipal or local board employees.

Carried

The Committee Chair verified that all Members were alone, in a secure location, before the meeting moved into the closed session at 9:04 a.m.

The Committee Chair rose to report at 9:26 a.m., that the Board met in a closed meeting to discuss: (b) personal matters about an identifiable individual, including municipal or local board employees, and made the following recommendation:

**Resolution: #4 EC 2022-Sep-16**

Moved by J. King; seconded by J. M. du Manoir; be it resolved that the Executive Committee recommends that the Board approve the position descriptions for the [Medical Officer of Health](#) and the [Chief Executive Officer](#), subject to legal input.

Carried

The Committee discussed the need for a revised organizational chart to reflect the changes of these position descriptions. The Senior Management Team will be asked to revise the org chart and forward a draft copy to the Executive Committee for its October meeting.

**10. Date of Next Meeting**

The next Executive Committee meeting is scheduled for Monday, October 17, 2022, at 9:00 a.m., on *Microsoft Teams*.

**11. Adjournment**

**Resolution: #5 EC 2022-Sep-16**

Moved by J. M. du Manoir; seconded by J. King; be it resolved that the Executive Committee meeting be adjourned at 9:46 a.m.

Carried

The Executive Committee meeting adjourned at 9:46 a.m.

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Chair

*These meeting minutes were approved at the Executive Committee meeting held on Monday, October 17, 2022.*