



## Board of Health

### Regular Board Meeting

Tuesday, September 27, 2022

The Regular meeting of Renfrew County and District Health Unit's Board of Health was held in the Classroom at 141 Lake Street, Pembroke, ON, and on the virtual software platform—*Microsoft Teams*. Members were present in-person or 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
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
Jennifer Murphy	Member

#### 01. Call to Order

Chair Aikens called the meeting to order at 10:00 a.m.

#### 02. Agenda Approval

The agenda was approved, as presented.

**Resolution: #1 BoH 2022-Sep-27**

Moved by C. Reavie; seconded by J. Brose; be it resolved that the Board approve the agenda, as presented.

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. Special Meeting Minutes 2022-Aug-30  
The special meeting minutes were approved for Tuesday, August 30, 2022.

**Resolution: #2 BoH 2022-Sep-27**

Moved by C. Watt; seconded by J. Dumas; be it resolved that the Board approve the meeting minutes from the Special Board meeting held on Tuesday, August 30, 2022, as presented.

Carried

**06. Business Arising**

- a. Action List—Regular Board Meeting—2022-Jun-28  
All items from [Action List](#) were completed or deferred to a later date.

**07. Staff Reports**

Report to the Board—Dr. Robert Cushman, Acting Medical Officer of Health  
Dr. Robert Cushman provided the Board with the following written report:

- [Report to the Board](#).

Dr. Cushman gave an update to the Board on current COVID-19 activity in Renfrew County and District, as outlined in the link below:

- [COVID-19 Case Summary—2022-Sep-22](#).

As part of the *Report to the Board*, Lindsey Cameron-Dermann, Coordinator, Epidemiology and Health Analytics gave the following presentation:

- [COVID-19 RCDHU Epidemiology Update](#).

The Chair called for questions and comments from the Board.

L. Cameron-Dermann left the meeting at 10:30 a.m.

- a. Kids Come First
- The Collaborative Decision Making Arrangement would formalize RCDHU's relationship with the Children's Hospital of Eastern Ontario (CHEO):
- [Participation Confirmation from the Members of the Kids Come First Health Team](#)
  - [Collaborative Decision Making Arrangement Kids Come First Health Team](#)

The Chair called for questions and comments from the Board.

**Resolution: #3 BoH 2022-Sep-27**

Moved by J. Brose; seconded by C. Reavie; be it resolved that the Board direct the Chair to sign the Participation Confirmation for Kids Come First, as a Collaborative Partner.

Carried

- b. Joint Statement on Physical Punishment
- Dr. Cushman received a request from Ron Ensom, Coalition on Physical Punishment of Children and Youth, for Renfrew County and District Health Unit to endorse the Joint Statement on Physical Punishment of Youth and Children.

The following was provided as background information:

- [Joint Statement on Physical Punishment of Children and Youth BoH Endorsement—Renfrew County and District Health Unit](#)
- [Joint Statement on Physical Punishment of Children and Youth—Canadian organizations that have endorsed the Joint Statement](#)
- [Physical Punishment—Children's Hospital of Eastern Ontario—website](#)  
– CHEO poster—[Joint Statement on Physical Punishment of Children and Youth](#)

The Chair called for questions and comments from the Board.

**Resolution: #4 BoH 2022-Sep-27**

Moved by J. Dumas; seconded by J. King; be it resolved that the Board direct Dr. Cushman to send a letter of endorsement for the Joint Statement on Physical Punishment of Children and Youth.

Carried

- c. School Focused Nurses Initiative
- P. Smith, Director, Health Promotion reported on the following:
- [Highlights of the School-Focused Nurses Initiative Evaluation Report.](#)

The Chair called for questions and comments from the Board.

**Resolution: #5 BoH 2022-Sep-27**

Moved by J. M. du Manoir; seconded by C. Reavie; 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 the *Report to the Board*.

Dr. Cushman thanked Staff Members for their reports.

- d. Q2 2022 Corporate Operational Plan and Risk Mitigation Strategies  
Tom Regan, Coordinator, Foundational Standards, presented the following:
- [Q2 2022 Corporate Operational Plan and Risk Mitigation Strategies](#).

Chair Aikens called for questions and comments from the Board.

**Resolution: #6 BoH 2022-Sep-27**

Moved by C. Watt; seconded by J. Dumas; be it resolved that the Board accept the Q2 2022 Corporate Operational Plan and Risk Mitigation Strategies.

Carried

Dr. Cushman and T. Regan left the meeting at 11:02 a.m.

At 11:02 a.m., the Chair recessed the meeting until 11:08 a.m.

**08. Board Committee Reports**

- a. Executive  
Committee Chair Christine Reavie presented the following:
- [Executive Committee Board Report—2022-Aug-04](#).

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

**Resolution: #7 BoH 2022-Sep-27**

Moved by J. Brose; seconded by J. King; be it resolved that the Board accept the *Executive Committee Board Reports—2022-Aug-04*, as presented.

Carried

- [Executive Committee Board Report—2022-Sep-16.](#)

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

**Resolution: #8 BoH 2022-Sep-27**

Moved by J. Brose; seconded by J. Dumas; be it resolved that the Board accept the *Executive Committee Board Reports—2022-Sep-16*, as presented.

Carried

Chair Aikens thanked the Committee for their hard work to develop the position descriptions for the [Medical Officer of Health \(MOH\)](#) and the [Chief Executive Officer \(CEO\)](#). The Chair acknowledged, with thanks, the help and information received from Northwestern Health Unit, Southwestern Public Health, Windsor-Essex County Health Unit, and aPHa.

b. Governance

Committee Chair Joanne King presented the following:

- [Governance Committee Board Report—2022-Sep-08.](#)

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

**Resolution: #9 BoH 2022-Sep-27**

Moved by C. Watt; seconded by C. Reavie; be it resolved that the Board accept the *Governance Committee Board Report—2022-Sep-08*, as presented.

Carried

c. Resources

Committee Chair J. Michael du Manoir presented the following:

- [Resources Committee Board Report—2022-Sep-15.](#)

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

A Board Member requested that Resolution #4 RC 2022-Sep-15—*Renfrew Office—Lease Renewal*—be severed from the *Report*.

**Resolution: #10 BoH 2022-Sep-27**

Moved by P. Emon; seconded by M. Donohue; be it resolved that the Board sever Resolution #4 RC 2022-Sep-15 from the *Resources Committee Board Report—2022-Sep-15* and vote on it separately.

Carried

The Board discussed Resolution #4 RC 2022-Sep-15—*Renfrew Office—Lease Renewal*. Some Board Members raised concerns about program and service delivery in the Renfrew area. Clarification was given that this motion was to provide timely notice to the County of Renfrew regarding our intention to vacate the building. Ongoing plans for service and program delivery in the Renfrew area to increase accessibility for clients and to encourage partnerships and collaboration with other healthcare partners will be addressed in the coming months by the Senior Management Team.

After further discussion, Chair Aikens called for a recorded vote.

**Resolution: #11 BoH 2022-Sep-27**

Moved by J. M. du Manoir; seconded by J. Dumas; be it resolved that written notice be given to the County of Renfrew, of Renfrew County and District Health Unit’s intent to vacate the premises leased at 450 O’Brien Road, Renfrew, ON, at the end of the current lease term.

**Recorded Vote**

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Brose, James	
	Donohue, Michael	✓
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
	Emon, Peter	✓
✓	King, Joanne	
	Matthews, Wilmer (absent)	
	Murphy, Jennifer (absent)	
✓	Reavie, Christine	
✓	Watt, Carolyn	
<b>7</b>	<b>Totals</b>	<b>2</b>

<b>Carried by:</b>	<b>7 - 2</b>
<b>Defeated by:</b>	

## Resolution: #12 BoH 2022-Sep-27

Moved by J. M. du Manoir; seconded by J. King; be it resolved that the Board accept the *Resources Committee Board Report—2022-Sep-15*.

Carried

### 09. Correspondence

The Board received the following correspondence:

Subject:	From:	Action:
a. <a href="#">Support for Resolution A22-4—2022-Jun-28</a>	<ul style="list-style-type: none"> <li>Chatham-Kent Public Health</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
b. <a href="#">Improving Air Quality to Sustainably Prevent COVID-19—2022-Jul-05</a>	<ul style="list-style-type: none"> <li>Niagara Region Public Health</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
c. <a href="#">Message from the 2022-2023 Chair for the Boards of Health Section of the Association of Local Public Health Agencies (ALPHA)—2022-Jul-06</a>	<ul style="list-style-type: none"> <li>alpha</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
d. <a href="#">Letter of Support - Addressing Substance Use Harms—2022-Jul-15</a>	<ul style="list-style-type: none"> <li>Timiskaming Health Unit</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
e. <a href="#">Decriminalization of Personal Possession of Illicit Drugs—2022-Jul-15</a>	<ul style="list-style-type: none"> <li>Timiskaming Health Unit</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
f. <a href="#">A Renewed Call for Sick Leave Pay in Ontario—2022-Jul-19</a>	<ul style="list-style-type: none"> <li>Niagara Region Health Unit</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
g. <a href="#">Addressing Public Health Funding Shortfalls in Niagara—2022-Jul-29</a>	<ul style="list-style-type: none"> <li>Niagara Region Health Unit</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
h. <a href="#">Public Health Funding Shortfall Impacts—Correspondence for Review and Consideration—2022-Aug-03</a>	<ul style="list-style-type: none"> <li>Niagara Region Health Unit</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
i. <a href="#">Ontario Speech from the Throne &amp; Reintroduction of Budget—2022-Aug-09</a>	<ul style="list-style-type: none"> <li>alpha and Ontario Newsroom</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
j. <a href="#">Indirect Impacts Surveillance Dashboard—2022-Aug-11</a>	<ul style="list-style-type: none"> <li>Simcoe Muskoka District Health Unit</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>

k.	<a href="#">Letter to Warden Robinson re presentation to RCDHU Board of Health—response from Laura LePine</a> —2022-Aug-11	<ul style="list-style-type: none"> <li>County of Renfrew—Community Services</li> </ul>	<ul style="list-style-type: none"> <li>Referred to Stakeholder Relations Committee</li> </ul>
l.	<a href="#">August 2022 InfoBreak</a> —2022-Aug-22	<ul style="list-style-type: none"> <li>aIPHa</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
m.	<a href="#">Strengthening Public Health in Ontario Now and for the Future</a> —2022-Aug-26	<ul style="list-style-type: none"> <li>Association of Municipalities Ontario (AMO)</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
n.	<a href="#">Addressing Public Health Funding Shortfalls in Niagara</a> —2022-Sep-14	<ul style="list-style-type: none"> <li>Grey Bruce Public Health</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
o.	<a href="#">Employer-Paid Sick Days in Ontario</a> —2022-Sep-14	<ul style="list-style-type: none"> <li>Grey Bruce Public Health</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
p.	<a href="#">September 2022 InfoBreak</a> —2022-Sep-16	<ul style="list-style-type: none"> <li>aIPHa</li> </ul>	<ul style="list-style-type: none"> <li>Received as information</li> </ul>

The Stakeholder Relations Committee will confirm a date with the Renfrew County Community Services Department, for a presentation to the Board in the first quarter of 2023.

The Board discussed the items highlighted by P. Emon in the Association of Municipalities of Ontario (AMO) document—*Strengthening Public Health in Ontario Now and for the Future*—2022-Aug-26.

The AMO Report, included in the Renfrew County Council meeting, will be circulated by P. Emon, as information to the Board, on a monthly basis.

## 10. By-Laws

- a. By-Law 2022-01—Procedural By-Law  
The Board discussed approval of [By-Law Number 2022-01](#).

Chair Aikens called for comments and questions from the Board.

A Board Member requested that item #10. *Governance Committee—Terms of Reference—Responsibilities*, be amended to read “Lead the recruitment” of a MOH and CEO when a vacancy arises.

After discussion, it was decided that this could be addressed with a friendly amendment, as it did not constitute a substantial change to the document.

**Resolution: #13 BoH 2022-Sep-27**

Moved by C. Reavie; seconded by J. King; be it resolved that the Procedural By-Law be now numbered, read three times and passed.

Carried

Governance Committee Chair J. King thanked Chair Aikens and the Committee for their hard work and dedication in completing the task.

**11. New Business**

- a. Letter from Dr. Cushman  
This [letter](#) was received from Dr. Robert Cushman, Acting Medical Officer of Health.

Chair Aikens called for comments and questions from the Board.

**Resolution: #14 BoH 2022-Sep-27**

Moved by C. Watt; seconded by J. M. du Manoir; Be it resolved that the Board extend the existing contract with Dr. Robert Cushman, appointing him Acting Medical Officer of Health for Renfrew County and District Health Unit, to December 31, 2022, effective October 25, 2022.

Carried

**12. Notice of Motions**

There was no notice of motion.

**13. Closed**

**Resolution: #15 BoH 2022-Sep-27**

Moved by J. Brose; seconded by J. King; be it resolved that the Board move into a closed meeting at 12:02 p.m. to discuss: xi. a position, plan procedure, criteria or instruction to applied to any negotiations, carried on or to be carried on by or on behalf of the municipality or local board.

Carried

Chair Aikens verified that all Members were alone and in a secure location before the meeting moved into the closed session.

Chair Aikens rose to report at 12:35 p.m. that the Board met in a closed meeting to discuss: xi. a position, plan procedure, criteria or instruction to applied to any negotiations, carried on or to be carried on by or on behalf of the municipality or local board;

Staff was directed to issue the RFP for a recruitment company to facilitate the process to recruit a Medical Officer of Health.

The Chair with assistance from the Communication Team, was directed to prepare a press release acknowledging our incredible appreciation for Dr. Cushman's contributions and years' of service to Renfrew County and District, especially through the COVID-19 pandemic response.

**14. Date of Next Meetings**

The date of the next Regular Board meeting is Tuesday, October 25, 2022, at 10:00 a.m., or at the call of the Chair.

**15. Adjournment**

**Resolution: #12 BoH 2022-Sep-27**

Moved by C. Reavie; seconded by C. Watt; be it resolved that the Regular Board of Health meeting be adjourned at 12:37 p.m.

Carried

The Regular Board meeting, held at 141 Lake Street and on *Microsoft Teams*, adjourned at 12:37 p.m.

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Chair

*These meeting minutes were approved by the Board at the Regular BoH meeting held on Tuesday, October 25, 2022.*