

Renfrew County and District Health Unit  
"Optimal Health for All in Renfrew County and District"

**Board of Health**

**Regular Board Meeting**

Tuesday, January 31, 2023

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
James Brose	Member
J. Michael du Manoir	Member
Joanne King	Member
Ethel LaValley	Member
Wilmer Matthews	Member
Jennifer Murphy	Member
Neil Nicholson	Member
Troy Purcell	Member
Carolyn Watt	Member

Staff:

Vicki Benoit	Director, Health Protection
Heather Daly	Chief Executive Officer
Dr. Michelle Foote	Public Health Physician
Dr. Ian Gemmill	Acting Medical Officer of Health
Marilyn Halko	Executive Assistant
Patti Smith	Director, Health Promotion

Regrets:

Peter Emon	Member
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**01. Call to Order**

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

## 02. Land Acknowledgment

RCDHU is located on the unceded territory of the Algonquin Anishinaabe People.

We would like to honour the land and peoples of the Algonquin Anishinaabe, whose ancestors have lived on this territory for millennia, and whose culture and presence have nurtured and continue to nurture this land.

We would like to honour all First Nations, Inuit and Métis peoples, their elders, their ancestors and their valuable past and present contributions to this land.

Migwech

## 03. Agenda Approval

The agenda was approved, as presented.

### **Resolution: #1 BoH 2023-Jan-31**

Moved by E. LaValley; seconded by J. King; be it resolved that the Board approve the agenda, as presented.

Carried

## 04. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

Chair Aikens reminded Board Members to send their signed 2023 Acknowledgment of Conflict of Interest to the Secretary.

## 05. Approval of Minutes of Previous Meetings

- a. The Special Board meeting minutes were approved for Friday, December 16, 2022.

### **Resolution: #2 BoH 2023-Jan-31**

Moved by W. Matthews; seconded by C. Watt; be it resolved that the Board approve the meeting minutes from the Special Board of Health meeting held on Friday, December 16, 2022, as presented.

Carried

- b. The Inaugural Board meeting minutes for Tuesday, January 10, 2023, were approved as amended, with the amendment as follows:  
Resolution: #3 IBoH 2023-Jan-10—moved by C. Watt; seconded by W. Matthews.

**Resolution: #3 BoH 2023-Jan-31**

Moved by T. Purcell; seconded by J. King; be it resolved that the Board approve the meeting minutes from the Inaugural Board of Health meeting held on Tuesday, January 10, 2023, as amended.

Carried

**06. Staff Reports**

- a. MOH(A) Report to the Board—Dr. Ian Gemmill, Acting Medical Officer of Health

Dr. Gemmill provided the Board with the following:

- [MOH\(A\) Report to the Board](#).

The Chair called for questions and comments from the Board.

Chair Aikens, and Board Members, thanked Dr. Gemmill for his report.

P. Smith, Director, Health Promotion, presented the following:

- [Healthy Babies, Healthy Children \(HBHC\) Program Report](#).

Dr. Gemmill, and Dr. Michelle Foote supported the importance of the HBHC Program, and endorsed the recommendations listed on page two of the HBHC Report.

The Chair called for questions and comments from the Board.

Chair Aikens, and Board Members, thanked P. Smith for her report.

Chair Aikens will write a letter to the Minister of Children, Community and Social Services, regarding HBHC funding.

**Resolution: #4 BoH 2023-Jan-31**

Moved by W. Matthews; seconded by J. Brose; be it resolved that the Board accept the MOH(A) Report to the Board from Dr. Ian Gemmill.

Carried

At 11:15 a.m. the Chair recessed the meeting until 11:20 a.m.

- b. CEO Report to the Board—Heather Daly, Chief Executive Officer  
H. Daly, Chief Executive Officer presented the following:
- [CEO Report to the Board](#).

Chair Aikens called for questions and comments.

Chair Aikens, and Board Members, thanked H. Daly for her report.

**Resolution: #5 BoH 2023-Jan-31**

Moved by J. Murphy; seconded by N. Nicholson; be it resolved that the Board has reviewed and approves the 2021 Annual Report and Attestation, as submitted to the Ministry on January 13, 2023; And further, that the Board Chair be directed to sign the document.

Carried

**Resolution: #6 BoH 2023-Jan-31**

Moved by N. Nicholson; seconded by J. Brose; be it resolved that the Board approve the [Appointment of Signing Officers for 2023](#).

Carried

**Resolution: #7 BoH 2023-Jan-31**

Moved by E. LaValley; seconded by C. Watt; be it resolved that the Board accept the CEO Report to the Board from Heather Daly, Chief Executive Officer.

Carried

**07. Correspondence**

The Board received the following correspondence:

#	Subject	From	Action
a.	<a href="#">November 2022 InfoBreak</a> —2022-11-25	<ul style="list-style-type: none"><li>• Association of Local Public Health Agencies (aLPHa)</li></ul>	<ul style="list-style-type: none"><li>• Received as information.</li></ul>

b.	<a href="#">Healthy Babies Healthy Children (HBHC) and Infant Toddler Development Program (ITDP) Funding</a> — 2022-11-25	<ul style="list-style-type: none"> <li>• Peterborough Public Health</li> </ul>	<ul style="list-style-type: none"> <li>• Addressed in the Report from P. Smith to the Board.</li> </ul>
c.	<a href="#">BoH Appointment—South Algonquin</a> — 2022-11-28	<ul style="list-style-type: none"> <li>• Bryan Martin, CAO/Clerk-Treasurer, Township of South Algonquin</li> </ul>	<ul style="list-style-type: none"> <li>• Received as information.</li> </ul>
d.	<a href="#">BoH Appointment—County of Renfrew</a> — 2022-11-28	<ul style="list-style-type: none"> <li>• Craig Kelley, Chief Administrative Officer/Clerk</li> </ul>	<ul style="list-style-type: none"> <li>• Received as information.</li> </ul>
e.	<a href="#">December 2022 InfoBreak</a> —2022-12-16	<ul style="list-style-type: none"> <li>• ALPHA</li> </ul>	<ul style="list-style-type: none"> <li>• Received as information.</li> </ul>
f.	<a href="#">BoH Appointment—City of Pembroke</a> — 2022-12-21	<ul style="list-style-type: none"> <li>• Heidi Martin, City Clerk, City of Pembroke</li> </ul>	<ul style="list-style-type: none"> <li>• Received as information.</li> </ul>
g.	<a href="#">Physical Literacy for Healthy Active Children</a> 2022-12-30	<ul style="list-style-type: none"> <li>• Public Health Sudbury &amp; Districts</li> </ul>	<ul style="list-style-type: none"> <li>• Received as information.</li> </ul>
h.	<a href="#">Physical Literacy for Healthy Active Children—FR</a> — 2022-12-30	<ul style="list-style-type: none"> <li>• Public Health Sudbury &amp; Districts</li> </ul>	<ul style="list-style-type: none"> <li>• Received as information.</li> </ul>
i.	<a href="#">Thank you note to Ms. Aikens</a> —2023-11-04	<ul style="list-style-type: none"> <li>• K. Armstrong</li> </ul>	<ul style="list-style-type: none"> <li>• Received as information.</li> </ul>
j.	<a href="#">2023 Budget Consultations</a> — 2023-11-11	<ul style="list-style-type: none"> <li>• Loretta Ryan, Executive Director, ALPHA</li> </ul>	<ul style="list-style-type: none"> <li>• Received as information and the Chair will present this information at the MOH(A) and RCDHU Area Mayors' COVID-19 Information Update Meeting on February 2, 2023.</li> </ul>

**08. Action List Review**

a. Board reviewed the updated [Regular BoH Action List—2022-Nov-29](#).

**09. Date of Next Meeting**

Chair Aikens informed the Board that she expects to call a Special Board meeting for Tuesday, February 7, 2023, at 1:00 p.m., following the Governance Committee meeting on Wednesday, February 1, 2023.

The next Regular BoH meeting is scheduled for Tuesday, February 28, 2023 at 10:00 a.m., on Zoom.

**10. Adjournment**

**Resolution: #8 BoH 2023-Jan-31**

Moved by W. Matthews; seconded by N. Nicholson; be it resolved that the meeting be adjourned at 11:55 a.m.

Carried

The Regular Board meeting adjourned at 11:55 a.m.

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Chair

These meeting minutes were approved by the Board at the Regular Board of Health meeting held on Tuesday, February 28, 2023.