

Renfrew County and District Health Unit
“Optimal Health for All in Renfrew County and District”

Board of Health

Regular Board Meeting

Tuesday, February 28, 2023

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

Members:

Ann Aikens	Chair
James Brose	Member
Peter Emon	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:

J. Michael du Manoir	Member
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1. Call to Order

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

2. 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.

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3. Agenda Approval

The agenda was approved, as amended. The following items were added to the agenda:

- 8. Correspondence—e. AMO Watchfile
- 10. New Business—a. 2022 Audit Planning Letter and Board Response to the Auditors

Resolution: #1 BoH 2023-Feb-28

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

Carried

4. Declarations of Conflict of Interest

P. Emon declared a conflict of interest for the closed portion of the meeting, citing "involvement with the other party".

5. Approval of Minutes of Previous Meetings

- a. The Regular Board of Health meeting minutes were approved for Tuesday, January 31, 2023.

Resolution: #2 BoH 2023-Feb-28

Moved by W. Matthews; seconded by J. Brose; be it resolved that the Board approve the meeting minutes from the Regular Board of Health meeting held on Tuesday, January 31, 2023, as presented.

Carried

- b. The Special Board meeting minutes were approved for Tuesday, February 7, 2023.

Resolution: #3 BoH 2023-Feb-28

Moved by W. Matthews; seconded by J. King; be it resolved that the Board approve the meeting minutes from the Special Board of Health meeting held on Tuesday, February 7, 2023, as presented.

Carried

Further to the Special Board meeting minutes, the Chair reported, as per the direction given to the Chair and the CEO at the Special Board meeting on February 7, 2023, she is pleased to announce that we have a signed mutually agreeable MOH Employment Contract with Dr Jason Morgenstern, effective April 3, 2023.

We have submitted this appointment to the Minister of Health, as required by regulation.

Dr. Morgenstern is a well-qualified and committed public health physician who grew up in Renfrew County. He currently works with Halton Region Public Health, where his portfolio includes health protection, disease surveillance, and emergency preparedness. His university training includes a Bachelor of Science from the University of Guelph, an MD from Western University in London, a Master of Public Health from McMaster University, and medical residency training at McMaster University. He is a public health and preventive medicine specialist and a fellow of the Royal College of Physicians and Surgeons of Canada. Additionally, Dr. Morgenstern has published in peer-reviewed scientific journals and presented at conferences, focusing on artificial intelligence in public health practice.

Chair Aikens also informed the Board a media release announcing this appointment will be widely distributed today at 11:30 a.m., [Media Release - Board of Health Announces New Medical Officer of Health](#).

6. Staff Reports

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

Dr. Gemmill presented 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.

Lindsey Cameron-Dermann, Coordinator, Epidemiology and Health Analytics, presented the following:

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

The Chair called for questions and comments from the Board.

Chair Aikens, Dr. Gemmill, and Board Members, thanked L. Cameron-Dermann for her report.

Resolution: #4 BoH 2023-Feb-28

Moved by C. Watt; seconded by E. LaValley; be it resolved that the Board accept the MOH(A) Report to the Board from Dr. Ian Gemmill.

Carried

At 10:46 a.m., L. Cameron-Dermann left the meeting.

- 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-Feb-28

Moved by J. Murphy; seconded by T. Purcell; be it resolved that the Board accept the CEO Report to the Board from Heather Daly, Chief Executive Officer.

Carried

- i. 2022 Q4 Corporate Operational Plan and Risk Mitigation Strategies
Tom Regan, Coordinator, Foundational Standards, presented the following:

- [2022 Q4 Corporate Operational Plan and Risk Mitigation Strategies.](#)

Chair Aikens called for questions and comments.

Chair Aikens thanked T. Regan for his report.

Resolution: #6 BoH 2023-Feb-28

Moved by W. Matthews; seconded by J. Brose; be it resolved that the Board accept the Q4 Report—2022 Corporate Operational Plan with Risk Mitigation Strategies.

Carried

At 10:55 a.m., T. Regan left the meeting.

7. Board Committee Reports

- a. Resources Committee—2023-Feb-21

Chair Aikens presented the following report—Committee Chair J. M. du Manoir was unable to connect to the meeting due to technical difficulties:

- [Resources Committee Board Report—2023-Feb-21.](#)

The Chair called for questions and comments for each item on the Report.

Resolution: #7 BoH 2023-Feb-28

Moved by J. Brose; seconded by J. King; be it resolved that the Board accept the Resources Committee Board Report—2023-Feb-21, as presented.

Carried

At 10:57 a.m. the Chair recessed the meeting until 11:10 a.m.

8. Correspondence

The Board received the following correspondence:

#	Subject	From	Action
a.	Burden of Health Conditions Attribute to Smoking and Alcohol by Public Health Unit in Ontario —2023-02-07	<ul style="list-style-type: none">Public Health Ontario	<ul style="list-style-type: none">Received as information.
b.	Letter re Alcohol Health Warning Labels —2023-02-08	<ul style="list-style-type: none">Timiskaming Health Unit	<ul style="list-style-type: none">Received as information.
c.	Board of Health—Order in Council Appointments —2023-02-10	<ul style="list-style-type: none">Association of Local Public Health Agencies (ALPHA)	<ul style="list-style-type: none">Referred to the Governance Committee for the April meeting.
d.	February 2023 InfoBreak —2023-02-14	<ul style="list-style-type: none">alpha	<ul style="list-style-type: none">Received as information.
e.	AMO Watchfile —2023-02-23	<ul style="list-style-type: none">Association of Municipalities Ontario	<ul style="list-style-type: none">Received as information.

At 11:16 a.m., Dr. Gemmill and Dr. Foote left the meeting.

9. By-Laws

Chair Aikens presented:

- [By-Law Number 2023-01 By-Law to Appoint Auditors.](#)

Resolution: #8 BoH 2023-Feb-28

Moved by J. Murphy; seconded by W. Matthews; be it resolved that the Board approve By-Law 2023-01—By-Law to Appoint Auditors; And further, that the Chair and Vice-Chair be authorized to sign By-Law 2023-01.

Carried

10. New Business

- a. 2022 Audit Planning Letter and Board Response to the Auditor
As a follow-up to the [2022 Audit Planning Letter](#), Chair Aikens presented the following:
 - [Board Response to the Auditor](#).

Resolution: #9 BoH 2023-Feb-28

Moved by E. LaValley; seconded by J. King; be it resolved that the Board direct the Chair to sign the 2022 Audit Planning Letter—Board Response to the Auditor.

Carried

11. Action List Review

- a. Board reviewed the Regular BoH [Action List](#)—2023-Jan-31.

At 11:23 a.m., P. Emon left the meeting.

12. Closed

Resolution: #10 BoH 2023-Feb-28

Moved by W. Matthews; seconded by C. Watt; be it resolved that the Board move into a closed meeting at 11:24 a.m. to discuss: xi. a position, plan, procedure, criteria or instruction to be 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 11:37 a.m. that the Board met in a closed meeting to discuss: xi. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Resolution: #11 BoH 2023-Feb-28

Moved by W. Matthews; seconded by J. Brose; be it resolved that the Board direct the CEO to enter into negotiations for a ten-year lease agreement, for 1614 sq. ft., with the Town of Renfrew, in a Downtown Renfrew location;
And further that the lease be signed by the Chair and CEO.

Carried

13. Date of Next Meeting

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

14. Adjournment

Resolution: #12 BoH 2023-Feb-28

Moved by J. Murphy; seconded by J. Brose; be it resolved that the meeting be adjourned at 11:44 a.m.

Carried

The Regular Board meeting adjourned at 11:44 a.m.

Chair

These meeting minutes were approved by the Board at the Regular Board Meeting held on Tuesday, April 25, 2023.