

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

**Board of Health**

**Regular Board Meeting**

Tuesday, April 25, 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
Joanne King	Member
J. Michael du Manoir	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. Ian Gemmill	Consulting Public Health Physician
Janet Jones	Director, Corporate Services
Dr. Jason Morgenstern	Medical Officer of Health(A)
Patti Smith	Director, Health Promotion
Melissa Ziebarth	Executive Assistant (Secretary)

**Regrets:**

James Brose	Member
Peter Emon	Member

**Guest(s):**

Karen Black  
Tom Regan

Scott Rosien Black & Locke  
Coordinator, Foundational Standards

**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.

Migwech

Prior to approval of the agenda A. Aikens welcomed Dr. Jason Morgenstern and Board Members had the opportunity to introduce themselves.

**3. Agenda Approval**

The agenda was approved as presented.

**Resolution: #1 BoH 2023-Apr-25**

Moved by E. LaValley;  
Seconded by C. Watt;

Be it resolved that the Board approve the agenda as presented.

Carried

**4. Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

**5. Delegations**

**Draft Financial Statements of Renfrew County and District Health Unit—Year ended December 31, 2022**

Karen Black, Scott Rosien Black & Locke, presented the Draft Financial Statements of Renfrew County and District Health Unit—Year ended December 31, 2022, page by page, in detail with the Board.

- a. [Draft Financial Statements](#) of Renfrew County and District Health Unit— Year ended December 31, 2022.
- b. [2022 Audit Findings Letter](#)
- c. [2021 Independence Letter](#)

The Chair called for questions and comments from the Board.

The Board Chair thanked K. Black and congratulated H. Daly and her Team for another clean audit.

**Resolution: #2 BoH 2023-Apr-25**

Moved by J. Murphy;  
Seconded by W. Matthews;

Be it resolved that the Board accept the Financial Statements for the year ended December 31, 2022, and further that the Chair and Vice-Chair sign the Statements.

Carried

At 10:36 a.m., K. Black left the meeting.

**6. Approval of Minutes of Previous Meetings**

The Regular Board of Health meeting minutes were approved for Tuesday, February 28, 2023.

**Resolution: #3 BoH 2023-Apr-25**

Moved by E. LaValley;  
Seconded by W. Matthews;

Be it resolved that the Board approve the meeting minutes from the Regular Board of Health meeting held on Tuesday, February 28, 2023, as presented.

Carried

**7. Staff Reports**

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

Dr. Morgenstern 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. Morgenstern for his report.

**Resolution: #4 BoH 2023-Apr-25**

Moved by T. Purcell;  
Seconded by J. Murphy;

Be it resolved that the Board accept the MOH(A) Report to the Board from Dr. J. Morgenstern.

Carried

- b. CEO Report to the Board—Heather Daly, Chief Executive Officer presented the following:

- [CEO Report to the Board.](#)

The Chair called for questions and comments from the Board.

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

**Resolution: #5 BoH 2023-Apr-25**

Moved by C. Watt;

Seconded by T. Purcell;

Be it resolved that the Board accept the CEO Report to the Board from H. Daly, Chief Executive Officer.

Carried

- c. 2023 Corporate Operational Plan and Risk Mitigation Strategies-- Tom Regan, Coordinator, Foundational Standards presented the following:
  - [2023 Corporate Operational Plan and Risk Mitigation Strategies.](#)

The Chair called for questions and comments from the Board. The chair referred the 2 identified governance risks to the governance committee for their review and recommendations.

Chair Aikens thanked T. Regan for his report.

**Resolution: #6 BoH 2023-Apr-25**

Moved by E. LaValley;

Seconded by J. King;

Be it resolved that the Board accept the 2023 Corporate Operational Plan with Risk Mitigation Strategies.

Carried

At 10:59 a.m. N. Nicholson left the meeting.

**8. Board Committee Reports**

- a. Resources Committee—2023-Apr-17  
Committee Chair J. Michael du Manoir presented the following:
  - [Resources Committee Board Report—2023-Apr-17.](#)

**Resolution: #7 BoH 2023-Apr-25**

Moved by J. Michael du Manoir;  
Seconded by C. Watt;

Be it resolved that Resolution: #3 RC 2023-Apr-17 be severed from the Resources Committee Report—2023-Apr-17 and considered separately.

Carried

**Resolution: #8 BoH 2023-Apr-25**

Moved by J. Michael du Manoir;  
Seconded by J. King;

Be it resolved that the Board of Health accept the Resources Committee Report—2023-Apr-17 with Resolution: #3 RC 2023-Apr-17 severed from the report.

Carried

J. Michael du Manoir turned the discussion over to H. Daly to present the 2023 RCDHU Draft Budget and Annual Service Plan.

N. Nicholson returned at 11:25 a.m.

The Chair called for questions and comments from the Board.

**Resolution: #9 BoH 2023-Apr-25**

Moved by J. Michael du Manoir;  
Seconded by W. Matthews;

Be it resolved that the Board of Health approve the 2023 RCDHU Budget and Annual Service Plan, as presented and direct the Chair to sign the budget.

Carried

## 9. Correspondence

The Board received the following correspondence:

#	Subject	From	Action
a.	<a href="#">2022 Annual Report of the Chief Medical Officer of Health of Ontario</a>	<ul style="list-style-type: none"> <li>Legislative Assembly of Ontario</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
b.	<a href="#">aPHa 2023 AGM Notice and Conference – Tuesday, June 12-14, 2023</a>	<ul style="list-style-type: none"> <li>aPHa</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
c.	<a href="#">Community Engagement to Address Food Insecurity</a>	<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>
d.	<a href="#">Funding for Consumption and Treatment Services</a>	<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>
e.	<a href="#">Improved Indoor Air Quality (IAQ) in Public Settings</a>	<ul style="list-style-type: none"> <li>Peterborough Public Health</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
f.	<a href="#">Letter of Support – Physical Literacy for Healthy Active Children</a>	<ul style="list-style-type: none"> <li>Windsor-Essex County Health Unit</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
g.	<a href="#">News Release Building a Strong Ontario</a>	<ul style="list-style-type: none"> <li>aPHa</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
h.	<a href="#">Support for Bill S-245</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>
i.	<a href="#">2023 aPHa Workplace Health &amp; Wellness Month</a>	<ul style="list-style-type: none"> <li>aPHa</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
j.	<a href="#">News Release Ontario Updating COVID-19 Measures in Long-Term Care Homes</a>	<ul style="list-style-type: none"> <li>aPHa</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
k.	<a href="#">Letter of Support – aPHa 2023 Pre-budget Submission</a>	<ul style="list-style-type: none"> <li>aPHa</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>
l.	<a href="#">Healthy Babies Healthy Children Program</a>	<ul style="list-style-type: none"> <li>Ministry of Children,</li> </ul>	<ul style="list-style-type: none"> <li>Referred to MOH(A) and</li> </ul>

		Community and Social Services	Director, Health Promotion for follow up with the Ministry.
m.	<a href="#">2023 PHS Annual Service Plan &amp; Budget Submission; Support for Sufficient, Stable and Sustained Funding for Local Public Health Agencies</a>	<ul style="list-style-type: none"> <li>Office of the Mayor City of Hamilton</li> </ul>	<ul style="list-style-type: none"> <li>Consider using the letter from the Mayor of Hamilton as a template for our upcoming discussions with our obligated municipalities regarding consistent funding messaging.</li> </ul>
n.	<a href="#">Minimum Wage Increase</a>	<ul style="list-style-type: none"> <li>Public Health Sudbury and Districts</li> </ul>	<ul style="list-style-type: none"> <li>Received as information.</li> </ul>

**10. By-Laws**  
None

**11. New Business**

- alPHa Annual General Meeting & Conference Participation – June 12-14, 2023.

**Resolution: #11 BoH 2023-Apr-25**

Moved by T. Purcell;

Seconded by W. Matthews;

Be it resolved that the Board of Health approve the Board Vice-Chair or alternate attend the [alPHa 2023 Annual General Meeting & Conference](#) June 12-14, 2023.

Carried

**12. Action List Review**

The Board reviewed the updated [Action List—2023-Feb-28](#).

**13. Date of Next Meeting**

The next Regular meeting is scheduled for Tuesday, May 30, 2023, at 10:00 a.m., on Zoom.

The chair advised that the June 27, 2023, meeting will be an in-person meeting in the Pembroke office.

All Board Members are encouraged to attend in-person if possible.

A. Aikens thanked Dr. Ian Gemmill for the support he provided Renfrew County and District Health Unit over the past four months.

**14. Adjournment**

**Resolution: #12 BoH 2023-Apr-25**

Moved by C. Watt;

Seconded by W. Matthews;

Be it resolved that the meeting be adjourned at 11:52 a.m.

Carried

The Regular Board meeting adjourned at 11:52 a.m.

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Chair

These meeting minutes were approved by the Board at the Regular Board Meeting held on Tuesday, May 30, 2023