



**Board of Health**  
**Regular Board Meeting**  
**MINUTES**

Tuesday, November 28, 2023

The Regular meeting of the Renfrew County and District Health Unit's Board of Health was held virtually on Zoom and was live-streamed.

**Members:**

Joanne King	Vice-Chair
James Brose	Member
J. Michael du Manoir	Member
Peter Emon	Member
Ethel LaValley	Member
Jim Manion	Member
Jennifer Murphy	Member
Neil Nicholson	Member
Carolyn Watt	Member

**Staff:**

Heather Daly	Chief Executive Officer
Dr. Jason Morgenstern	Medical Officer of Health
Patti Smith	Director, Health Promotion
Melissa Ziebarth	Executive Assistant (Secretary)
Tom Regan	Coordinator, Foundational Standards

**Regrets:**

Troy Purcell	Member
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**1. Call to Order**

Vice-Chair Joanne King called the meeting to order at 10:01 a.m.

**2. Land Acknowledgement**

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

We honour the land and peoples of the Algonquin Anishinaabe, whose ancestors have lived on this territory since time immemorial, and whose culture and presence have nurtured and continue to nurture this land.

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

Migwech.

Vice-Chair King welcomed new member, James (Jim) Manion to the Board of Health. She then asked all board members to do a round table to introduce themselves.

### 3. **Agenda Approval**

The agenda was approved as presented.

#### **Resolution: #1 BoH 2023-Nov-28**

Moved by M. du Manoir;

Seconded by J. Brose;

Be it resolved that the Board approve the agenda.

Carried

### 4. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

### 5. **Delegations**

There were no delegations.

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

The meeting minutes for the Board meeting on Tuesday, October 31, 2023, were approved.

#### **Resolution: #2 BoH 2023-Nov-28**

Moved by M. du Manoir;

Seconded by E. LaValley;

Be it resolved that the Board of Health approve the meeting minutes from the Board meeting held on Tuesday, October 31, 2023, as presented.

Carried

### 7. **Business Arising**

a. Board Annual Self-Assessment results overview

J. King presented the results from the Board Annual Self-Assessment.

This item will be referred to the Governance Committee to discuss ideas for education and training. Recommendations will be brought forward to board for consideration.

### 8. **Staff Reports**

a. Medical Officer of Health Report to the Board – Dr. Jason Morgenstern:

- [MOH Report to the Board](#)

i. Dr. Jason Morgenstern presented the following on behalf of Lindsey Bergin, Coordinator, Epidemiology and Health Analytics who was absent with regret:

- [Substance Use-Related Harms in Renfrew County and District](#)

The Vice-Chair called for questions and comments from the Board.

Peter Emon joined the meeting at 10:34 a.m.

**Resolution: #3 BoH 2023-Nov-28**

Moved by C. Watt;

Seconded by J. Murphy;

Be it resolved that the Board accept the Report to the Board from Dr. Jason Morgenstern, Medical Officer of Health.

Carried

Vice-Chair King and Board Members thanked Dr. Morgenstern his Report and Lindsey Bergin's Report.

CEO Report to the Board – Heather G. Daly, Chief Executive Officer:

- [CEO Report to the Board](#)

The Vice-Chair called for questions and comments from the Board.

**Resolution: #4 BoH 2023-Nov-28**

Moved by J. Brose;

Seconded by E. LaValley;

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

Carried

Vice-Chair King thanked Heather G. Daly for her Report.

ii. Q3 2023 Corporate Operational Plan with Risk Mitigation Strategies

Tom Regan, Coordinator, Foundational Standards presented the following:

- [Q3 2023 Corporate Operational Plan with Risk Mitigation Strategies](#)

The Vice-Chair called for questions and comments from the Board.

**Resolution: #5 BoH 2023-Nov-28**

Moved by J. Murphy;

Seconded by N. Nicholson;

Be it resolved that the Board of Health accept the Q3 2023 Corporate Operational Plan with Risk Mitigation Strategies, as presented by Tom Regan.

Carried

Vice-Chair King thanked T. Regan for his Report.

T. Regan left the meeting at 10:59 a.m.

**9. Board Committee Reports**

Resources Committee

Committee Chair Michael du Manoir presented the following:

- [Resources Committee Board Report](#)

The Vice-Chair called for questions and comments from the Board.

M. du Manoir noted that Policy Resolution: RC#6 related to Procurement: External Advisors Board of Health be referred to the Governance Committee for review.

**Resolution: #6 BoH 2023-Nov-28**

Moved by C. Watt;  
Seconded by M. du Manoir;

Be it resolved that the Board approves the Resources Committee Report from November 21, 2023.

Carried

**10. Correspondence**

The Board reviewed the correspondence.

Subject	From:	Action:
<a href="#">Order in Council Congratulations letter to J. M. du Manoir</a>		Received as information.
<a href="#">2023 Ontario Economic Outlook and Fiscal Review "Building a Strong Ontario Together"</a>	alPHa	Received as information.
<a href="#">Info. Break</a>	alPHa	Received as information.
<a href="#">2024-2028 Strategic Plan</a>	Public Health Sudbury & District	Received as information.
<a href="#">Bill 103 Smoke Free-Ontario Amendment Act (Vaping is not for Kids), 2023</a>	Simcoe Muskoka District Health Unit	Received as information.

**11. Bylaws**

There were no Bylaws reviewed.

**12. New Business**

There was no new business.

**13. Action List Review**

The board reviewed the [Action List -2023-Oct-31](#)

At 10:58 a.m., Vice-Chair recessed the meeting for a short break.

The meeting reconvened at 11:12 a.m.

**14. Notice of Motion**

There was no notice of Motion.

**15. Closed**

**Resolution: #7 BoH 2023-Nov-28**

Moved by J. Brose;  
Seconded by J. Murphy;

Be it resolved that the Board move into a closed meeting at 12:15 p.m. to discuss: (b) personal matters about an identifiable individual, including municipal or local board employees, per *Municipal Act 2001, c. 25, s. 239 (2)(b)*. and 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.

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

The Board of Health meeting resumed at 12:07 p.m.

The Vice-Chair rose to report that the Board met in a closed meeting to discuss (b) personal matters about an identifiable individual, including municipal or local board employees, per *Municipal Act 2001, c. 25, s. 239 (2)(b)*. and 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: #8 BoH 2023-Nov-28**

Moved by M. du Manoir;

Seconded by P. Emon;

Be is resolved that the Board of Health direct the Senior Management Team (SMT) to submit an application for consultant funding, to explore all options including amalgamation with neighbouring Health Units.

Carried

**16. Date of Next Meeting**

The date for a Special Board meeting will be Tuesday, December 7, 2023 at 1:00 p.m., or at the call of the Vice-Chair.

The next meeting will be held virtually and will be live-streamed.

**17. Adjournment**

**Resolution: #9 BoH 2023-Nov-28**

Moved by C. Watt;

Seconded by E. LaValley;

Be it resolved that the Regular Board meeting be adjourned at 12:15 p.m.

Carried

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Committee Vice-Chair as Chair

These minutes were approved by the Board at the Regular Board of Health meeting held on Tuesday, January 30, 2024.