



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

Board of Health
Regular Board Meeting
MINUTES

Date: Tuesday, September 23, 2025
Time: 10:00 a.m.

The Regular meeting of the Renfrew County and District Health Unit's Board of Health was held on site at 141 Lake Street, Suite 100

Members:

Joanne King	Chair
James Brose	Member
J. Michael du Manoir	Member
Jim Manion	Member
Jennifer Murphy	Member (virtual)
Neil Nicholson	Member
Troy Purcell	Member
Carolyn Watt	Member

Staff:

Heather G. Daly	Chief Executive Officer
Janet Jones	Director Corporate Services
Dr. Jason Morgenstern	Medical Officer of Health
Tom Regan	Coordinator Foundational Standards
Patti Smith	Director Health Promotion
Erin Vereyken	Director Health Protection
Melissa Ziebarth	Executive Assistant (Recording Secretary)

Regrets:

Peter Emon	Member
Ethel LaValley	Vice-Chair
Heather Saar	Member

Guests:

1. Call to Order

Chair Joanne King called the meeting to order at 10:06 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.

3. Agenda Approval

The agenda was approved, as presented.

Resolution: #1 BoH 2025-Sept-23

Moved by J. Manion;

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

There were no delegations.

6. Approval of Minutes of Previous Meeting

The meeting minutes for the Regular Board meeting on [June 24, 2025](#), were approved.

Resolution #2 BoH 2025-Sept-23

Moved by J. Murphy;

Seconded by J. Michael du Manoir;

Be it resolved that the Board of Health approve the meeting minutes from the Regular Board of Health meeting held on June 24, 2025.

Carried

7. Business Arising

Meeting with MPP, Billy Denault

Chair King and Dr. Jason Morgenstern met with MPP, Billy Denault and his Constituency Assistant, Melissa G., on July 4th at the MPP's office. A [summary](#) of the visit is attached for reference.

8. Staff Reports

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

- [MOH Report to the Board](#)

Chair King thanked Dr. Morgenstern for his Report.

The Chair called for questions and comments from the Board.

Resolution: #3 BoH 2025-Sept-23

Moved by T. Purcell;

Seconded by J. Michael du Manoir;

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

Carried

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

- [CEO Report to the Board](#)

Chair King thanked Heather G. Daly for her Report.

The Chair called for questions and comments from the Board.

T. Regan joined the meeting at 10:47 a.m.

Resolution: #4 BoH 2025-Sept-23

Moved by J. Murphy;

Seconded by J. Brose;

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

Carried

- i. [Draft RCDHU 2024 Annual Report](#)

The Draft RCDHU 2024 Report was reviewed.

H. Daly thanked our dedicated staff for producing this report.

The Chair called for questions and comments from the Board.

Copies of the 2024 Annual Report will be distributed and made available to the following recipients:

- Local Libraries
- Municipalities
- County Council
- Obligated Municipalities

Resolution: #5 BoH 2025-Sept-23

Moved by N. Nicholson;

Seconded by C. Watt;

Be it resolved that the Board accept the Draft RCDHU 2024 Annual Report.

- ii. 2025 Q2 Corporate Operational Plan with Risk Mitigation Strategies.
Tom Regan, Coordinator, Foundational Standards presented the following:
 - [2025 Q2 Corporate Operational Plan with Risk Mitigation Strategies](#)

Chair King thanked T. Regan for his Report.

The Chair called for questions and comments from the Board.

Resolution: #6 BoH 2025-Sept-23

Moved by J. Brose;

Seconded by J. Manion;

Be it resolved that the Board accept the 2025 Q2 Corporate Operational Plan with Risk Mitigation Strategies update.

Carried

T. Regan left the meeting at 10:50 a.m.

9. Board Committee Reports

a. Stakeholder Relations

Committee Chair Jennifer Murphy presented the following:

- [Stakeholder Committee Board Report](#)

Chair King thanked J. Murphy for her Report.

The Chair called for questions and comments from the Board.

Resolution: #7 BoH 2025-Sept-23

Moved by C. Watt;

Seconded by J. Michael du Manoir;

Be it resolved that the Board accept the Stakeholder Relations Committee Report.

Carried

b. Governance

Committee Chair Troy Purcell presented the following:

- [Governance Committee Board Report](#)

Chair King thanked T. Purcell for his Report.

The Chair called for questions and comments from the Board.

J. Michael du Manoir noted that the Action List in the report dated June 24, 2025, should correctly reflect the date as May 24, 2025. The report will be updated accordingly.

Members who wish to provide comments on the procedural by-law are requested to forward them to the Chair for consideration prior to the next Governance Committee meeting on November 8, 2025.

Resolution: #8 BoH 2025-Sept-23

Moved by J. Brose;
Seconded by N. Nicholson;

Be it resolved that the Board refer the Governance Committee Report back to the Governance Committee for further review and recommendations.

Carried

c. Resources

Committee Chair J. Michael du Manoir presented the following:

- [Resources Committee Board Report](#)

Chair King thanked J. Michael du Manoir for his Report.

The Chair called for questions and comments from the Board.

Resolution: #9 BoH 2025-Sept-23

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

Be it resolved that the Board accept the Resources Committee Report.

Carried

The meeting broke for lunch at 12:03 p.m. and resumed at 12:45 p.m.

10. Correspondence

The Board review the Correspondence

Subject	From:	Action:
Info break summer 2025	alPHa	Received as information
Memo-Access to French Language Translation Services through the Provincial Translation Network	Ministry of Health	Received as information
Report No. 48-25 - Household Food Insecurity: A primer for Municipalities	Middlesex-London Health Unit Board of Health	Correspond with Obligated Municipalities on this topic
Letter to Minister Michel - addressing Opioid and Substances	Windsor-Essex County Health Unit	Received as information
Letter to Dr. Kieran Moore	Grey Bruce Public Health	Received as information

Resolution: #10 BoH 2025-Sept-23

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

Be it resolved that the Board direct the Chair to share the food insecurity primer with municipalities.

Carried

11. By-laws

There were no By-laws reviewed.

12. New Business

a. aIPHa 2025 Fall Symposium participation

Resolution: #11 BoH 2025-Sept-23

Moved by J. Brose;
Seconded by C. Watt;

Be it resolved that the Board of Health approve up to three board member registrations for the [aIPHa 2025 Fall Symposium](#), Section Meetings, and Workshops November 6-8, 2025.

Carried

b. Staff Appreciation/Christmas

H. Daly provided the committee with a brief background on past practice for staff Appreciation, which has been practiced since 2020.

Resolution: #12 BoH 2025-Sept-23

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

Be it resolved that the Board of Health approves funds be made available for up to \$3500 for staff appreciation at Christmas, and direct staff to prepare a Christmas greeting to each member on behalf of the Board.

Carried

13. Action List Review

The Board reviewed and updated the Action List from – [2025-June-24](#).

14. Notice of Motion

There were no notices of motion.

15. Closed

Resolution: #13 BoH 2025-Sept-23

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

Be it resolved that the Board move into a closed meeting at 11:49 a.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 6 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

The Board of Health meeting resumed at 11:58 a.m.

The 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)*.

16. Date of Next Meeting

The next regular Board of Health meeting will be in person, on Tuesday, November 28, 2025, at 10:00 a.m. at 141 Lake Street, Suite 100, Pembroke, Ontario.

17. Adjournment

Resolution: #14 BoH 2025-Sept-23

Moved by J. Brose;

Seconded by C. Watt;

Be it resolved that the Regular Board meeting be adjourned at 1:09 p.m.

Carried

The meeting adjourned at 1:09 p.m.

Committee Chair

These minutes were approved by the Board at the Regular Board of Health meeting held on Tuesday, November 25, 2025.