



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

Board of Health
Regular Board Meeting
MINUTES

Date: Tuesday, November 25, 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
J. Michael du Manoir	Member
Ethel LaValley	Member (Virtual)
Jim Manion	Member (Virtual)
Jennifer Murphy	Member
Neil Nicholson	Member
Troy Purcell	Member
Heather Saar	Member (Virtual)
Carolyn Watt	Member

Staff:

Heather G. Daly	Chief Executive Officer
Janet Jones	Director, Corporate Services
Tom Regan	Coordinator, Foundational Standards
Patti Smith	Director, Health Promotion and Chief Nursing Officer
Erin Vereyken	Director, Health Protection
Melissa Ziebarth	Executive Assistant (Recording Secretary)

Regrets:

James Brose	Member
Peter Emon	Member
Dr. Jason Morgenstern	Medical Officer of Health

Guests:

1. Call to Order

Chair Joanne King called the meeting to order at 10:02 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-Nov-25

Moved by C. Watt;

Seconded by T. Purcell;

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 [September 23, 2025](#), were approved.

Resolution #2 BoH 2025-Nov-25

Moved by J. Murphy;

Seconded by Mike du Manoir;

Be it resolved that the Board of Health approve the meeting minutes from the Regular Board of Health meeting held on September 23, 2025.

Carried

7. Business Arising

[aIPHa 2025 Fall Symposium Report to the Board](#)

Chair King provided a verbal update on her attendance at the aIPHa 2025 Winter Symposium and highlighted the key topics discussed.

N. Nicholson joined the meeting at 10:12 a.m.

8. Staff Reports

In Dr. Jason Morgenstern's absence, reports were presented by Erin Vereyken, Director of Health Protection, and Patti Smith, Director of Health Promotion and Chief Nursing Officer.

a. Health Protection Report – Erin Vereyken, Director Health Protection:

- [Health Protection Report](#)

Chair King thanked Erin Vereyken for her Report.

The Chair called for questions and comments from the Board.

Resolution: #3 BoH 2025-Nov-25

Moved by N. Nicholson;

Seconded by J. Manion;

Be it resolved that the Board accept the Report to the Board from Erin Vereyken, Director Health Protection.

Carried

b. Health Promotion Report – Patti Smith, Director Health Promotion and Chief Nursing Officer:

- [Health Promotion Report](#)

Tom Regan Joined the meeting at 10:46 a.m.

Chair King thanked Patti Smith for her Report.

The Chair called for questions and comments from the Board.

Resolution: #4 BoH 2025-Nov-25

Moved by C. Watt;

Seconded by T. Purcell;

Be it resolved that the Board accept the Report to the Board from Patti Smith, Director Health Promotion and Chief Nursing Officer.

Carried

c. 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.

Resolution: #5 BoH 2025-Nov-25

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

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

Carried

- i. 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-Nov-25

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 11:09 a.m.

The Board recessed for a break at 11:09 a.m. and reconvened at 11:20 a.m.

9. Board Committee Reports

a. Governance

Committee Chair Troy Purcell presented the following:

- [Governance Committee Board Report](#)

Chair King thanked T. Purcell for his Report.

The report included the updated board Procedural Bylaw 2025-03 requiring final approval by board members.

The Chair called for questions and comments from the Board.

Resolution: #7 BoH 2025-Nov-25

Moved by H. Saar;
Seconded by J. Manion;

Be it resolved that the Board approve the Governance Committee Report.

Carried

b. 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 report included a new Reserve Funds Policy to be approved by the Board of Health.

The Chair called for questions and comments from the Board.

Resolution: #8 BoH 2025-Nov-25

Moved by Michael du Manoir;

Seconded by J. Manion;

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

Carried

10. Correspondence

The Board reviewed the Correspondence:

Subject	From:	Action:
2025 Fall aPHa info Break	aPHa	Received as information
2025 Nov-Dec aPHa info Break	aPHa	Received as information
aPHa Summary - 2025 Ontario Economic Outlook and Fiscal Review	aPHa	Received as information
Letter Intro Dr Lisa Simon MOH CEO		Received as information
BOH Resolution - Strengthening Coordination of Provincial and Federal Dental Programs - September 18 2025		Received as information
BOH Resolution - Strengthening Coordination of Provincial and Federal Dental Program Lakelands Public Health RE: Letter of Endorsement - Strengthening Coordination of Provincial and Federal Dental Programs	Lakelands Public Health	Staff to write a letter of support for Chair to sign

11. By-Laws

There were no by-laws reviewed.

12. New Business

There was no new business.

13. Action List Review

The Board reviewed and updated the Action List from – [2025-Sept-23](#).

14. Notice of Motion

There were no notices of motion.

15. Closed

There was no closed session.

16. Date of Next Meeting

A Special Board of Health Virtual Meeting will be held on Thursday, December 18, at 9:00 a.m. on Zoom.

17. Adjournment

Resolution: #9 BoH 2025-Nov-25

Moved by T. Purcell;

Seconded by N. Nicholson;

Be it resolved that the Regular Board meeting be adjourned at 12:01 p.m.

Carried

The meeting adjourned at 12:01 p.m.

Committee Chair

These minutes were approved by the Board at the Regular Board of Health meeting held on
Tuesday, January 27, 2026.