



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

Date: Tuesday, February 27, 2024  
Time: 10:00 a.m. to 1:00 p.m.

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	Chair
Neil Nicholson	Vice-Chair
James Brose	Member
J. Michael du Manoir	Member
Peter Emon	Member
Jim Manion	Member
Ethel LaValley	Member
Jennifer Murphy	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
Melissa Ziebarth	Executive Assistant (Secretary)

**Regrets:**

Vicki Benoit	Director, Health Protection
Heather Saar	Member

**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 amended, with *Item 10*. Correspondence moved down to *Item 15*. on the agenda.

### Resolution: #1 BoH 2024-Feb-27

Moved by E. LaValley;  
Seconded by J. Manion;

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

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, January 30, 2024, were approved.

### Resolution: #2 BoH 2024-Feb-27

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

Be it resolved that the Board of Health approve the meeting minutes from the Board meeting held on Tuesday, January 30, 2024, as presented.

Carried

## 7. Business Arising

There was no Business Arising.

## 8. Staff Reports

- a. Medical Officer of Health Report to the Board – Dr. Jason Morgenstern:
  - [MOH Report to the Board](#)

Chair called for questions and comments from the Board.

Chair King and Board Members thanked Dr. Morgenstern for his report.

**Resolution: #3 BoH 2024-Feb-27**

Moved by N. Nicholson;  
Seconded by T. Purcell;

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](#)

The Chair called for questions and comments from the Board.

Chair King thanked Heather G. Daly for her Report.

Tom Regan joined the meeting at 10:35 a.m.

**Resolution: #4 BoH 2024-Feb-27**

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

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

Carried

- i. Q4 2023 Corporate Operational Plan with Risk Mitigation Strategies  
Tom Regan, Coordinator, Foundational Standards presented the following:
- [Q4 2023 Corporate Operational Plan with Risk Mitigation Strategies](#)

T. Regan reported that the 2023 status for all items are complete.

The Chair called for questions and comments from the Board.

**Resolution: #5 BoH 2024-Feb-27**

Moved by P. Emon;  
Seconded by J. Murphy;

Be it resolved that the Board of Health accept the Q4 2023 Corporate Operational Plan with Risk Mitigation Strategies, as presented by Tom Regan.

Carried

Chair King thanked T. Regan for his Report.

T. Regan left the meeting at 10:44 a.m.

**9. Board Committee Reports**

a. Governance Committee

Committee Chair T. Purcell presented the following:

- [Governance Committee Board Report](#)

The Chair called for questions and comments from the Board.

**Resolution: #6 BoH 2024-Feb-27**

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

Be it resolved that the Board approves the Governance Committee Report from February 13, 2024.

Carried

a. Resources Committee

Committee Chair J. Michael du Manoir presented the following:

- [Resources Committee Board Report](#)

The Chair called for questions and comments from the Board.

**Resolution: #7 BoH 2024-Feb-27**

Moved by T. Purcell;  
Seconded by N. Nicholson;

Be it resolved that the Board approves the Resources Committee Report from February 13, 2024.

Carried

**10. Bylaws**

There were no bylaws reviewed.

**11. New Business**

[2023 Audit Planning Letter and Response Letter to Auditors](#)

H. Daly, Chief Executive Officer, presented the Draft Response Letter she prepared on behalf of the board and for the Chair's signature.

**Resolution: #8 BoH 2024-Feb-27**

Moved by J. Brose;  
Seconded by E. LaValley;

Be it resolved that the Board of Health approve the Board Response to the Auditor Letter and directs the Board Chair to sign the letter.

Carried

**12. Action List Review**

The Board reviewed the Action List from – January 30, 2024.

**13. Notice of Motion**

There was no notice of Motion.

At 10:54 a.m. the Chair recessed the meeting until 11:00 a.m.

**14. Closed**

**Resolution: #9 BoH 2024-Feb-27**

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

Be it resolved that the Board move into a closed meeting at 11:05 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

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.

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 1:07 p.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)*. 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.

Chair King noted a Draft Report/Analysis was presented during the closed session by consultants Sense and Nous regarding a potential proposed merger that is being evaluated at the present time.

These motions were brought forward following discussion during the closed session:

**Resolution: #10 BoH 2024-Feb-27**

Moved by N. Nicholson;  
Seconded by T. Purcell;

Be it resolved that the Board of Health for Renfrew County and District Health Unit ratifies the Memorandum of Settlement with ONA (dated February 12, 2024) and directs the Chair and the CEO to sign the Collective Agreement.

Carried

**Resolution: #11 BoH 2024-Feb-27**

Moved by J. Murphy;  
Seconded by J. Manion;

Be it resolved that the Board of Health for Renfrew County and District Health Unit ratifies the Memorandum of Settlement with OPSEU (dated February 23, 2024) and directs the Chair and the CEO to sign the Collective Agreement.

Carried

**Resolution: #12 BoH 2024-Feb-27**

Moved by E. LaValley;  
Seconded by T. Purcell;

Be it resolved that the Board of Health approve the following non-union staff compensation:

- Wage increment of 3.5% retroactive to January 1, 2023.
- 2.5% retroactive to January 1, 2024 and 2% effective January 1, 2025.
- Increase pager lieu benefit to 4.0 hours earned for one week carrying pager.
- Addition of 1 annual paid Wellness Day.
- Vision care \$150 per eye exam maximum \$450 in 24 months.

Carried

**15. Correspondence**

The Board reviewed the correspondence.

Subject	From:	Action:
<a href="#">Watt, Carolyn – Letter of Congratulations and OIC -2024</a>	Minister of Health	Received as information
<a href="#">aIPHa February 2024 InfoBreak</a>	aIPHa	Received as information
<a href="#">Legislated improvements to take immediate action on nicotine pouches</a>	Huron Perth PH	Received as information
<a href="#">Legislated improvements to indoor air quality (IAQ)</a>	Peterborough PH	Staff to write a letter of support. This item is to be added to the Action List.
<a href="#">Intimate Partner Violence and Public Health Action</a>	North Bay Parry Sound District HU	Received as information
<a href="#">Household Food Insecurity</a>	Public Health Sudbury & Districts	Received as information
<a href="#">The Real Cost of Eating: Food Insecurity in Huron and Perth 2023 Report</a>	Huron Perth PH	Received as information

**16. Date of Next Meeting**

The Chair noted that a Special board meeting will be scheduled in March and directed staff to send a Doodle poll to find a date that is best for everyone.

The date of the next regular meeting is Tuesday, March 26, 2024, at 10:00 a.m. or at the call of the Chair.

Resources Committee meeting is Monday, March 18, 2024 at 1:30 p.m. or at the call of the Chair.

The next Regular Board of Health meeting will be held virtually and will be live-streamed.

**17. Adjournment**

**Resolution: #13 BoH 2024-Feb-27**

Moved by C. Watt;

Seconded by T. Purcell;

Be it resolved that the Regular Board meeting be adjourned at 1:22 p.m.

Carried

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Committee Chair

These minutes were approved by the Board at a Special Board of Health meeting held on Thursday, March 14, 2024.