

**Board of Health for the  
Peterborough County-City Health Unit  
Minutes  
Wednesday, February 13, 2013  
(Council Chambers, County Court House  
County of Peterborough, 470 Water Street)**

**Present:**

**Board Members:** Councillor Andrew Beamer  
Councillor Henry Clarke  
Mr. Jim Embrey  
Mayor John Fallis  
Councillor Lesley Parnell  
Deputy Mayor Andy Sharpe  
Mayor Mary Smith  
Chief Phyllis Williams  
Mr. David Watton, Chair

**Regrets:** Mr. Paul Jobe

**Staff:** Mrs. Brittany Cadence, Supervisor, Communications Services  
Mrs. Carolyn Doris, Public Health Nutritionist  
Ms. Patti Fitzgerald, Manager, Clinical Services  
Mrs. Wendy Freeburn, Administrative Assistant, Recorder  
Mrs. Susan Marino, Public Health Nurse  
Dr. Rosana Pellizzari, Medical Officer of Health  
Mr. Larry Stinson, Director, Public Health Programs  
Ms. Kerri Tojcic, Computer Technician Analyst

**1. Call to Order**

**1.1 Recognition of Past Chair – Deputy Mayor Andy Sharpe**

Mr. David Watton acknowledged, thanked and presented a gift to Deputy Mayor Andy Sharpe for his past two years of service as Chair to the Board of Health. Mr. Watton made special mention of the work Deputy Mayor Sharpe did with the Property Committee.

**2. Confirmation of the Agenda**

Moved by  
Mayor Fallis

Seconded by  
Mr. Embrey

That the agenda be approved as circulated.

- Carried (M-13-14) -

**3. Declaration of Pecuniary Interest**

There were no declarations of pecuniary interest.

**4. Delegations and Presentations**

4.1 A Day in the Life – Sexual Health Nurse

Presenter: Susan Marino, Public Health Nurse

**5. Confirmation of the Minutes of the Previous Meeting**

Moved by  
Councillor Clarke

Seconded by  
Councillor Parnell

That the minutes of the Board of Health meeting held on January 9, 2013, be approved.

- Carried (M-13-15) -

**6. Business Arising From The Minutes**

None.

**7. Correspondence**

Moved by  
Mayor Fallis

Seconded by  
Mr. Embrey

That the following documents be received for information and acted upon as deemed appropriate.

- Carried (M-13-16) -

1. Letter dated January 11, 2013 from Dr. Pellizzari to Minister Aglukkaq and Dr. Butler-Jones, with copies to MP Del Mastro regarding food insecurity.
2. Letter dated January 22, 2013 from Chairman Watton to MPP Leal regarding social assistance benefits.
3. Letter dated January 30, 2013 from Dr. Pellizzari to Mayor Bennett and City Council Members, with copies to Brian Horton, CAO, regarding a Mandatory Food Handler Certification By-Law.

4. Letter dated January 31, 2013 from Gordon Fleming, Association of Local Public Health Agencies (alPHA), regarding sodium.
5. Letter dated February 1, 2013 from Minister Milloy to Dr. Pellizzari, in response to her original letter dated January 4, 2013, regarding social assistance benefits.
6. Letter dated February 5, 2013 from alPHA regarding the Winter Symposium and Board of Health Section meeting.
7. Resolutions from other Health Units:
  - Northwestern (Oral Health)

Dr. Pellizzari requested that Board members on City Council familiarize themselves with the contents of the letter to Brian Horton , CAO, City of Peterborough, regarding a Mandatory Food Handler Certification By-Law (#3) to improve food safety in the City.

## **8. Program Reports**

### **8.1 Q4 2012 Program Report**

Presenter: Larry Stinson, Director, Public Health Programs

Mr. Stinson gave an overview of the Health Unit's activities during the last quarter of 2012.

Deputy Mayor Sharpe questioned whether the Health Unit had an opportunity for input into the Ministry of Transportation survey regarding Off Road Vehicles. Deputy Mayor Sharpe will forward this survey to the Medical Officer of Health following the meeting.

### **8.2 Q4 2012 Financial Report**

Bob Dubay, Accounting Supervisor

Moved by  
Councillor Clarke

Seconded by  
Mr. Embrey

That the Board of Health for the Peterborough County-City Health Unit receive the Q4 (Fourth Quarter) 2012 Program and Financial Report, for information.

- Carried (M-13-17) -

## **9. New Business**

Prior to the commencement of new business, the Chair noted the recent appointment of MPP, Jeff Leal as the Minister of Rural Affairs. He sought support from the Board to send a letter of congratulations.

Moved by  
Councillor Parnell

Seconded by  
Deputy Mayor Sharpe

That the Board of Health send a letter of congratulations to MPP, Jeff Leal for his recent appointment as Minister of Rural Affairs.

- Carried (M-13-18) -

**9.1 Staff Report: Student Nutrition Programs:**  
**Best Practices, Actions for Sustainability and Call to Action**

Presenter: Carolyn Doris, Public Health Nutritionist

Ms. Doris provided an overview of the Food For Kids Peterborough and Student Nutrition Programs and Call to Action purposes.

Moved by  
Councillor Clarke

Seconded by  
Councillor Parnell

That the Board of Health for the Peterborough County-City Health Unit:

1. Endorse the background report, *Student Nutrition Programs: Best Practices, Actions for Sustainability and Call to Action for Food For Kids Peterborough and County*
2. Endorse the vision of Student Nutrition Programs (SNP), delivered in Peterborough County and City schools by Food For Kids Peterborough and County so that all students who would benefit can achieve the positive health, learning and behavioural outcomes that result from this key nutrition strategy and sound public policy.
3. Send a letter to the provincial Ministers of Children and Youth Services, Health and Long-term Care and Education to request continued and increased support and funding for SNPs.

- Carried (M-13-19) -

Moved by  
Mr. Embrey

Seconded by  
Mayor Fallis

That the Board of Health for the Peterborough County-City Health Unit request to make a presentation at County Council, with the possibility of follow-up at the Township Councils if necessary.

- Carried (M-13-20) -

Moved by  
Councillor Parnell

Seconded by  
Mr. Embrey

That the Board of Health for the Peterborough County-City Health Unit send a letter to Jeff Leal, Rural Affairs Minister and Premier Kathleen Wynne, Minister of Agriculture to ask for an endorsement of School Nutrition Programs and support for use of locally grown food, with a specific request for a pilot of Farms to Schools.

- Carried (M-13-21) -

**9.2 Staff Report: Audit Letter of Engagement**

Dr. Rosana Pellizzari, Medical Officer of Health

Moved by  
Mayor Smith

Seconded by  
Councillor Clarke

That the Board of Health for the Peterborough County-City Health Unit engage the auditing services of Collins Barrow Kawartha LLP and authorize the Chair and Vice-Chair to sign the Letter of Engagement.

- Carried (M-13-22) -

**9.3 Committee Report: Governance**

Mr. David Watton, Chair, Board of Health

Moved by  
Mayor Smith

Seconded by  
Mr. Embrey

That the Board of Health for the Peterborough County-City Health Unit:

- receive for information, meeting minutes of the Governance Committee for November 26, 2012, approved by the Committee on February 1, 2013; and
- approve the designation of Chief Phyllis Williams as Chairperson of the Committee;

- Carried (M-13-23) -

Moved by  
Deputy Mayor Sharpe

Seconded by  
Chief Williams

That the Board of Health for the Peterborough County-City Health Unit approve the following document referred by the Committee at the February 1, 2013 meeting:

- Revised Policy #2-348, Committee, Governance, Terms of Reference.

- Carried (M-13-24) -

Moved by  
Mayor Smith

Seconded by  
Mayor Fallis

That the Board of Health for the Peterborough County-City Health Unit approve the following document referred by the Committee at the February 1, 2013 meeting:

- New Policy #2-374, Contractor Performance and Litigation.

- Carried (M-13-25) -

**9.4 Committee Report: Property**

Mr. David Watton, Chair, Board of Health

Moved by  
Mr. Embrey

Seconded by  
Mayor Smith

That the Board of Health for the Peterborough County-City Health Unit:

- approve the designation of Deputy Mayor Sharpe as chairperson of the Committee; and
- approve the following documents referred by the Committee at the February 1, 2013 meeting: Revised Policy #2-350, Committee, Property, Terms of Reference

- Carried (M-13-26) -

**10. By-Laws**

Nil.

**11. In Camera to discuss Confidential Personal and Property Matters**

Moved by  
Mayor Fallis

Seconded by  
Councillor Beamer

That the Board of Health go In Camera to discuss confidential Personal and Property matters.

- Carried (M-13-27) -

Moved by  
Councillor Clarke

Seconded by  
Chief Williams

That the Board of Health rise from In Camera

- Carried (M-13-28) -

**12. Date, Time, and Place of the Next Meetings**

4:45 p.m., Wednesday, March 13, 2013; Council Chambers, County Court House County of Peterborough, 470 Water Street

**13. Adjournment**

Moved by  
Mr. Embrey

Seconded by  
Councillor Clarke

That the meeting be adjourned.

- Carried (M-13-29) -

The meeting adjourned at 7:48 p.m.

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Chairperson

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Medical Officer of Health