

**Board of Health for the
Peterborough County-City Health Unit
MINUTES
Board of Health Meeting
Wednesday, June 11, 2014 - 4:45 p.m.
Lower Hall, Administration Building
123 Paudash St., Hiawatha First Nation**

In Attendance:

Board Members: Councillor Henry Clarke
 Mr. Jim Embrey
 Mayor John Fallis
 Ms. Caroline MacIsaac
 Councillor Lesley Parnell, Vice Chair
 Deputy Mayor Andy Sharpe
 Councillor Trisha Shearer
 Mayor Mary Smith
 Councillor Andrew Beamer
 Mr. Scott McDonald

Staff: Ms. Brittany Cadence, Supervisor, Communications Services
 Dr. Rosana Pellizzari, Medical Officer of Health
 Mr. Larry Stinson, Director, Public Health Programs
 Ms. Alida Tanna, Administrative Assistant
 Ms. Hallie Atter, Manager, Community Health
 Mr. Brent Woodford, Director, Corporate Services
 Ms. Natalie Garnett, Recorder

Regrets: Chief Phyllis Williams, Chair
 Ms. Rosanna Haroutounian

1. Welcome and Opening Prayer

Councillor Trisha Shearer welcomed Board members, staff and visitors to Hiawatha First Nation opened the meeting with a prayer and a smudging ceremony.

2. Call to Order

Councillor Parnell, Vice Chair called the meeting to order at 4:46 p.m.
Natalie Garnett, the new Recorder was introduced and welcomed.

The Township of Selwyn was congratulated for adopting a Trail Master Plan to ensure a healthy community.

3. Confirmation of the Agenda

MOTION:

That the Agenda be amended to add a break after item 9.1.

Moved: Ms. MacIsaac

Seconded: Mayor Fallis

Motion carried. (M-2014-83)

MOTION:

That the Agenda be amended to add a Property Committee meeting after item 9.1.

Moved: Mayor Fallis

Seconded: Mayor Smith

Motion carried. (M-2014-84)

4. Declaration of Pecuniary Interest

There were no declarations of Pecuniary Interest.

5. Delegations and Presentations

5.1. PCCHU Organizational Culture Update

A presentation on the PCCHU Organizational Culture Update was provided by Dr. Pellizzari.

MOTION:

That the PCCHU Organizational Culture Update presentation be received for information.

Moved: Mr. McDonald

Seconded: Mr. Embrey

Motion carried. (M-2014-85)

6. Confirmation of the Minutes of the Previous Meeting

6.1. May 14, 2014

MOTION:

That the minutes of the Board of Health meeting held on May 14, 2014, be approved as circulated.

Moved: Councillor Clarke

Seconded: Mayor Smith

Motion carried. (M-2014-86)

7. Business Arising From the Minutes

There was no Business Arising from the minutes of May 14, 2014.

8. Correspondence

MOTION:

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

1. *Letter dates June 2, 2013 from Marg Connor, Assistant Deputy Minister, Ministry of Education to the Board Chair, in response to her initial letter dated March 14, 2014, regarding the use of e-cigarettes on school property.*
2. *Letters dated June 3, 2014 from the Board Chair to the following individuals regarding funding for dentures:*
 - *Gary Beamish, Green Party Candidate*
 - *MPP Jeff Leal, Liberal Candidate*
 - *Scott Stewart, PC Candidate*
 - *Sheila Wood, NDP Candidate*
3. *Resolutions/Letters from other local public health agencies:*
Simcoe Muskoka
 - *Marking of Breastmilk Substitutes*
 - *Preventative Dental Services*

Moved: Mr. McDonald
Seconded: Mayor Fallis
Motion carried. (M-2014-87)

9. New Business

9.1. Presentation: Falls Prevention for Older Adults

A presentation on Falls Prevention for Older Adults was provided by Ms. Hallie Atter, Manager, Community Health Team.

MOTION:

That the presentation, Falls Prevention for Older Adults, be received for information.

Moved: Mayor Fallis
Seconded: Mayor Smith
Motion carried. (M-2014-88)

The meeting recessed at 5:40 p.m. for dinner.

The meeting reconvened at 6:21p.m.

9.2. Presentation: Cancer Risk Factors in Ontario - Alcohol

A presentation on Cancer Risk Factors in Ontario-Alcohol was provided by Dr. Pellizzari. It was noted that this is the third report in the series.

MOTION:

That the presentation, Cancer Risk Factors in Ontario – Alcohol, be received for information.

Moved: Mr. McDonald

Seconded: Mayor Smith

Motion carried. (M-2014-89)

9.3. Reportable Diseases in Peterborough County-City 2013

A presentation on Reportable Diseases in Peterborough County-City 2013 was provided by Dr. Pellizzari. It was noted that this is an annual report.

MOTION:

That the presentation, Reportable Diseases in Peterborough County-City 2013, be received for information.

Moved: Mr. McDonald

Seconded: Mr. Embrey

Motion carried. (M-2014-90)

9.4. Staff Report: Tender for Audit and Financial Services

Discussion was held regarding concerns with the auditor's ability to meet required deadlines.

MOTION:

That a letter from the Board of Health be sent to Collins Barrow Chartered Accountants requesting an official response to concerns with the audit process.

Moved: Councillor Sharpe

Seconded: Mr. Embrey

Motion carried. (M-2014-91)

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the staff report, Tender for Audit and Financial Services, for information.

Moved: Mayor Smith

Seconded: Mayor Fallis

Motion carried. (M-2014-92)

9.5. Insurance Quotes

Mr. Woodford, Director of Corporate Services provided an overview of the report on insurance quotes.

MOTION:

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

- *Direct staff to prepare and post a Request for Tender for liability, property, fire and other risks insurance; and*
- *Direct staff to prepare and post a Request for Proposal for employee benefit insurance.*

Moved: Ms. MacIsaac

Seconded: Mayor Smith

Motion carried. (M-2014-93)

9.6. **2013 Audited Financial Statements and Ministry Settlement – Infant and Toddler Development Program; Preschool Speech and Language Program**

MOTION:

That the Board of Health for the Peterborough County-City Health Unit approve the 2013 Auditor's Report of Financial Statements for the Infant and Toddler Development Program for the year ended March 31, 2014.

Moved: Mr. McDonald

Seconded: Mr. Embrey

Motion carried. (M-2014-94)

MOTION:

That the Board of Health for the Peterborough County-City Health Unit approve the 2013 Auditor's Report of Financial Statements for the Preschool Speech and Language Program for the year ended March 31, 2014.

Moved: Mayor Fallis

Seconded: Mr. Embrey

Motion carried. (M-2014-95)

9.7. **Committee Report: Governance**

MOTION:

That the Board of Health for the Peterborough County-City Health Unit approve the Governance Committee minutes of March 26, 2014.

Moved: Mr. McDonald

Seconded: Mayor Fallis

Motion carried. (M-2014-96)

MOTION:

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

- *Direct staff to prepare a donation package for Board of Health Members, to be distributed in October of each year, to encourage Members to donate annually to eligible Health Unit programs; and*
- *Call for volunteers from its Members to take part in personal calls of*

appreciation, on a quarterly basis, to current donors to eligible Health Unit programs.

Moved: Mr. Embrey
Seconded: Mr. McDonald
Motion carried. (M-2014-97)

MOTION:

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

- *Approve revisions to 2-120, By-Law Number 3, Calling of and Proceedings at Meetings;*
- *Approve revisions to 2-211, Delegation of Authority (Procedure)*
- *Approve the Director, Public Health Programs, be appointed as a cheque signing officer for payment purposes; and*
- *Advocate for the Ministry of Health and Long-Term Care to provide stable funding and advise Ontario public health units of the anticipated allocation on a rolling three-year basis; and engage all Ontario Municipalities for support.*

Moved: Mr. Embrey
Seconded: Ms. MacIsaac
Motion carried. (M-2014-98)

9.8. Oral Report: June 2014 alPHA Annual General Meeting and Conference

Ms. MacIsaac and Mr. McDonald provided an update on the activities at the Annual General Meeting and Conference for alPHA.

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the oral report, June 2014 alPHA Annual General Meeting and Conference, for information.

Moved: Mayor Smith
Seconded: Mayor Fallis
Motion carried. (M-2014-99)

9.9. alPHA 2014/15 Membership Renewal

Dr. Pellizzari provided a brief overview of the 2014/15 alPHA membership renewal fees.

MOTION:

That the Board of Health for the Peterborough County-City Health Unit approve the 2014-2015 annual membership fee for the Association of Local Public Health Agencies (alPHA), in the amount of \$9,741.47.

Moved: Mr. Embrey
Seconded: Ms. MacIsaac
Motion carried. (M-2014-100)

10. In Camera to Discuss Confidential Personal and Property Matters

MOTION:

That the Board of Health for the Peterborough County-City Health Unit go In Camera to discuss confidential personal and property matters.

Moved: Councillor Clarke

Seconded: Ms. MacIsaac

Motion carried. (M-2014-101)

MOTION:

That the Board of Health for the Peterborough County-City Health Unit rise from In Camera.

Moved: Councillor Clarke

Seconded: Mayor Fallis

Motion carried. (M-2014-102)

Motions for Open Session:

MOTION:

That the Board of Health for the Peterborough County-City Health Unit approve a one-time non-union salary adjustment of 0.9% for the year April 1, 2013 to March 31, 2014 and that the Board approve an increase in the non-union salary of 1.25% for the year beginning April 1, 2014.

Moved by: Mr. Embrey

Seconded by: Mayor Fallis

Motion carried. (M-2014-103)

11. Date, Time, and Place of the Next Meeting

September 10, 2014 – Council Chambers, City Hall, 500 George Street North, Peterborough, 4:45 p.m. or as needed.

12. Adjournment

MOTION:

That the meeting be adjourned.

Moved by: Mayor Fallis

Seconded by: Councillor Beamer

Motion carried. (M-2014-104)

The meeting was adjourned at 8:01 p.m.

Chairperson

Medical Officer of Health