

**Board of Health for the
Peterborough County-City Health Unit
MINUTES
Board of Health Meeting
Wednesday, November 12, 2014 – 4:45 p.m.
Board Room (W5901), Peterborough Regional Health Centre
1 Hospital Drive, Peterborough**

In Attendance:

Board Members: Chief Phyllis Williams, Chair
Councillor Henry Clarke
Mayor John Fallis
Councillor Lesley Parnell (by telephone)
Deputy Mayor Andy Sharpe
Mayor Mary Smith
Mr. Scott McDonald
Councillor Andrew Beamer
Ms. Kerri Davies

Staff: Dr. Rosana Pellizzari, Medical Officer of Health
Ms. Alida Tanna, Administrative Assistant
Mr. Larry Stinson, Director, Public Health Programs (by telephone)
Mr. Atul Jain, Manager, Inspection Services (by telephone)
Mr. Brent Woodford, Director, Corporate Services
Ms. Natalie Garnett, Recorder

Regrets: Councillor Trisha Shearer
Ms. Caroline MacIsaac

1. Call to Order

Chief Williams, Chair called the meeting to order at 4:45 p.m.

1.1 Announcement: Board of Health Membership Update

Chief Williams advised that Caroline MacIsaac is resigning from the Board as she is moving out of the area. Chief Williams introduced Ms. Kerri Davies, the Board of Health's new provincial appointee. Ms. Davies term continues until October 2017.

1.2 **Motion Confirming October Meeting Cancellation**

MOTION:

That the Board of Health confirm the cancellation of the regularly scheduled October meeting.

Moved: Mayor Smith

Seconded: Councillor Parnell

Motion carried. (M-2014-126)

2. **Confirmation of the Agenda**

MOTION:

That the Agenda be approved as circulated.

Moved: Councillor Clarke

Seconded: Mayor Fallis

Motion carried. (M-2014-127)

3. **Declaration of Pecuniary Interest**

4. **Delegations and Presentations**

4.1 **Presentation: Active Transportation and Health Indicators Report**

Janet Dawson, Health Promoter, PCCHU; Susan Sauvé, Transportation Demand Planner, City of Peterborough; and Brianna Salmon, Manager of Transportation and Climate Change Programs, Peterborough GreenUP Association provided an overview of the Active Transportation and Health Indicators Report.

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

5.1. **September 10, 2014**

MOTION:

That the minutes of the Board of Health meeting held on September 10, 2014, be approved as circulated.

Moved: Councillor Clarke

Seconded: Mr. McDonald

Motion carried. (M-2014-128)

6. Business Arising From the Minutes

6.1 Staff Report: Compensation Changes

Mr. Brent Woodford, Director, Corporate Services provided an overview of the report on Compensation Changes.

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the staff report, Compensation Changes, for information.

Moved: Ms. Davies

Seconded: Mayor Fallis

Motion carried. (M-2014-129)

7. Correspondence

MOTION:

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

1. *Letter dated October 1, 2014 from the Ontario Society of Physical Activity Promoters in Public Health (OSPAPPH) to the Board Chair regarding physical literacy advocacy.*
2. *Letter received via email on November 5, 2014 from the Ministry of Health and Long-Term Care to the Board Chair regarding the 2014 budget.*
3. *Email dated November 7, 2014 from the Association of Local Public Health Agencies to Ontario Boards of Health regarding new smoking prohibitions in Ontario.*
4. *Letter dated November 6, 2014 from the Board Chair to the Hon. Tracey MacCharles regarding funding for the Healthy Babies Healthy Children program.*
5. *Resolutions/Letters from other local public health agencies:*

Nutritious Food Basket

- *Wellington-Dufferin-Guelph*

Oral Health Services

- *Eastern*
- *Grey Bruce*
- *Porcupine*
- *Timiskaming*
- *Windsor Essex*

Moved: Mr. McDonald

Seconded: Mr. Sharpe

Motion carried. (M-2014-130)

MOTION:

That the letter dated November 6, 2014 from the Board Chair to the Hon. Tracey MacCharles regarding funding for the Healthy Babies Healthy Children program, be provided to the City of Peterborough and the County of Peterborough Councils.

Moved: Mayor Fallis

Seconded: Mayor Smith

Motion carried. (M-2014-131)

8. New Business

8.1. Presentation: Access to Recreation Project Update

Janet Dawson, Health Promoter, Health Public Policy provided an update to the Board of Health.

8.2. Staff Report: Food Insecurity in Peterborough

A brief overview of the Food Insecurity in Peterborough report was provided by Carolyn Doris, Public Health Nutritionist.

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the staff report, Food Insecurity in Peterborough, for information; and,

Share the contents of this report with members of the City of Peterborough Joint Services Steering Committee, Peterborough County and City Councils, local Rotary clubs, Ministry of Finance and AMO.

Moved: Councillor Clarke

Seconded: Ms. Davies

Motion carried. (M-2014-132)

8.3. Staff Report: 2015 Safe Sewage Disposal Program Budget Approval

A brief overview of the 2015 Safe Sewage Disposal Program report was provided by Atul Jain, Manager, Inspection Services.

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the staff report, 2015 Safe Sewage Disposal Program, for information.

Moved: Mr. Sharpe

Seconded: Mayor Fallis

Motion carried. (M-2014-133)

8.4. Staff Report: Budget Requests and Approvals

A brief overview of the Budget Requests and Approvals report was provided by Brent Woodford, Director, Corporate Services.

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the staff report Budget Request and Approvals, for information.

Moved: Mayor Smith

Seconded: Ms. Davies

Motion carried. (M-2014-134)

8.5. **Staff Report: Q3 2014 Program Report**

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the staff report Q3 2014 Program Report.

Moved: Mr. McDonald

Seconded: Mayor Fallis

Motion carried. (M-2014-135)

8.6. **Staff Report: Q3 2014 Corporate Services Report**

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the staff report Q3 2014 Corporate Services Report.

Moved: Councillor Beamer

Seconded: Mayor Fallis

Motion carried. (M-2014-136)

The meeting recessed at 6:04 pm and resumed at 6:30 pm.

Mayor Smith left the meeting at 6:30 pm due to a previous commitment.

8.7. **Committee Report: Governance**

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the minutes of the Governance Committee for September 3, 2014; and,

That the Board of Health for the Peterborough County-City Health Unit approve revisions to the following documents:

- *2-90 Human Rights and Discrimination*
- *2-92 Workplace Violence and Harassment*
- *2-110 By-law Number 2, Banking and Finance*
- *2-270 Conduct of Board Members; and*

That the Board of Health for the Peterborough County-City Health Unit approve the establishment of a Board Fundraising Committee, membership to be determined at the January 14, 2015 meeting.

Moved: Deputy Mayor Sharpe

Seconded: Ms. Davies

Motion carried. (M-2014-137)

8.8. **Staff Report: Festive Time Off**

A brief overview of the Festive Time Off report was provided by Brent Woodford, Director, Corporate Services.

MOTION:

That the Board of Health for the Peterborough County-City Health Unit approve giving one-half day off December 24, 2014 and one-half day off December 31, 2015.

Moved: Councillor Clarke

Seconded: Mr. McDonald

Motion carried. (M-2014-138)

8.9. **Staff Report: All Risk Insurance**

A brief overview of the All Risk Insurance report was provided by Brent Woodford, Director, Corporate Services.

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the staff report, All Risk Insurance, for information.

Moved: Councillor Clarke

Seconded: Mr. Sharpe

Motion carried. (M-2014-139)

8.10. **Staff Report: Strategic Plan Implementation Report**

A brief overview of the Strategic Plan Implementation report was provided by Dr. Rosana Pellizzari, Medical Officer of Health.

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the staff report, Strategic Plan Update (2014), for information.

Moved: Mr. McDonald

Seconded: Mayor Fallis

Motion carried. (M-2014-140)

9. 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 at 6:36 p.m.

Moved: Councillor Beamer

Seconded: Councillor Clarke

Motion carried. (M-2014-141)

MOTION:

That the Board of Health for the Peterborough County-City Health Unit rise from In Camera at 7:12 p.m.

Moved: Councillor Clarke

Seconded: Mayor Fallis

Motion carried. (M-2014-142)

10. Motion from In Camera for Open Session

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

January 14, 2015 – Council Chambers, City Hall, 500 George Street North, Peterborough, 4:45 p.m.

Chief Williams advised that this was her final meeting as Chair and thanked Board members and staff for their support.

12. Adjournment

MOTION:

That the meeting be adjourned.

Moved by: Councillor Beamer

Seconded by: Councillor Parnell

Motion carried. (M-2014-143)

The meeting was adjourned at 7:17 p.m.

Chairperson

Medical Officer of Health