

**Board of Health for the
Peterborough County-City Health Unit
MINUTES
Board of Health Meeting
Wednesday, February 12, 2014 - 4:45 p.m.
Council Chambers, County Court House
470 Water Street, Peterborough**

In Attendance:

Board Members: Councillor Andrew Beamer
Councillor Henry Clarke
Mayor John Fallis
Ms. Rosanna Haroutounian
Ms. Caroline MacIsaac
Mr. Scott McDonald
Councillor Lesley Parnell
Deputy Mayor Andy Sharpe
Mayor Mary Smith
Mr. David Watton
Chief Phyllis Williams, Chair

Regrets: Mr. Jim Embrey
Councillor Trisha Shearer

Staff: Dr. Rosana Pellizzari, Medical Officer of Health
Mr. Larry Stinson, Director, Public Health Programs
Mrs. Alida Tanna, Administrative Assistant
Mr. Brent Woodford, Director, Corporate Services
Ms. Catherine Robinson, Secretary to the Board, Recorder

1. Call to Order

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

1.1. Recognition – Mr. David Watton

Chief Williams recognized the outgoing Chair, David Watton, noting his third term as a Provincial Appointee had been fulfilled and this would be his last Board meeting. Mr. Watton has provided leadership and support to both the Board and Health Unit staff over his nine year tenure, Chief Williams noted that he would be greatly missed.

Mr. Watton was presented with a gift and thanked the Board, Dr. Pellizzari, and Health Unit staff for their support during his tenure.

1.2. Introduction – Ms. Rosanna Haroutounian

New Provincial Appointee, Ms. Rosanna Haroutounian, was introduced to the Board. As a resident of Selwyn and Assistant Program Manager at *Heads Up for Inclusion*, she brings both currency and experience to the Board, supplemented by her experience as a freelance writer, member of the Library Board and volunteer at the New Canadians Centre. Ms. Haroutounian’s term will expire on January 28, 2017.

2. Confirmation of the Agenda

Mayor Fallis requested discussion on the Long Form Census be tabled as item 8.13. Dr. Pellizzari requested the Auditor’s Letter of Engagement be tabled as item 8.14.

MOTION:

To approve the Agenda as amended.

Moved: Mayor Fallis
Seconded: Councillor Parnell
Motion Carried. (M-2014-21)

3. Declaration of Pecuniary Interest

Nil.

4. Delegations and Presentations

Nil.

5. Confirmation of the Minutes of the Previous Meeting

5.1. January 8, 2014

MOTION:

That the minutes of the Board of Health meeting held on January 8, 2014, be approved as amended.

Moved: Councillor Henry Clarke
Seconded: Mayor Fallis
Motion carried. (M-2014-22)

6. Business Arising From the Minutes

6.1. Follow-Up Information re: Controlling Hours of Alcohol Service

A memo was provided to the Board in follow up to the question of a municipality's ability to restrict hours of alcohol service, arising from discussion at the December 11, 2013 meeting.

MOTION:

That the staff memo on Controlling Hours of Alcohol Service be received for information.

Moved by: Councillor Henry Clarke

Seconded by: Scott McDonald

Motion carried. (M-2014-23)

7. Correspondence

MOTION:

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

1. *Letter received via email dated January 24, 2013 from the Association of Local Public Health Agencies to Minister Matthews regarding influenza Immunization for health care workers.*
2. *Letter dated February 6, 2014 from the Board Chair to Mayor Percy and Council of the Township of Ashpodel-Norwood regarding complete streets. Please note similar correspondence was sent to all Township, City, County and First Nation Councils.*
3. *Letter dated February 6, 2014 from the Board Chair to Minister Matthews regarding support for the Freeze the Industry campaign.*
4. *Letter dated February 7, 2014 from the Board Chair to Ministers Ambrose, Moore and Milroy regarding food and beverage marketing to children.*
5. *Letter dated February 7, 2014 from the Board Chair to Premier Wynne regarding Bill 79, the Public Transportation and Highway Improvement Amendment Act.*
6. *Resolutions/Letters from other local public health agencies:*
 - North Bay Parry Sound District*
 - *Nutritious Food Basket*
 - Simcoe Muskoka*
 - *Community Water Fluoridation*
 - *Expansion of Alcohol Availability*
 - *Nutritious Food Basket*
 - Wellington-Dufferin-Guelph*
 - *Menu Labelling*

Moved by: Mayor Smith

Seconded by: Mr. Watton

Motion carried. (M-2014-24)

8. New Business

8.1. Staff Report: Electronic Cigarettes: The Controversy and Implications for Public Health

Claire Townshend, Health Promoter

With respect to research regarding electronic cigarette (e-cigarette) usage, it was noted that no long-term studies have been conducted as these products are relatively new. The Board requested that the recommendations be amended to include a request for Health Canada to pursue further study and research on e-cigarettes.

Due to limitations in enforcement (currently there are only two enforcement officers in Ontario), e-cigarettes, while not legal to sell, are widely available. In addition, while current federal regulations require e-cigarettes that contain nicotine be pre-authorized by Health Canada before they are sold, to date, none have been authorized for sale.

MOTION:

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

- *receive the staff report, Electronic Cigarettes: The Controversy and Implications for Public Health, for information;*
- *advocate to Health Canada for regulation on the manufacture, sale, promotion, display, and use of e-cigarettes, as well as for additional research on the health consequences on the use of e-cigarettes and on exposure to secondhand vapour;*
- *advocate to the Ministry of Education and Ministry of Health and Long-Term Care to legislate the prohibition of e-cigarettes on all school property;*
- *copy Ontario Boards of Health and the Association of Local Public Health Agencies on the prior two items;*
- *send a letter to Kawartha Pine Ridge District and Peterborough Victoria Northumberland and Clarington Catholic School Boards recommending policies prohibiting e-cigarettes on school property; and,*
- *direct staff to prepare a resolution for the Board to consider, endorse, and bring forward to the Association of Local Public Health Agencies (ALPHA) Annual General Meeting in June 2014, regarding advocacy for the regulation on the manufacture, sale, promotion, display, and use of e-cigarettes and legislate the prohibition of e-cigarettes on all school property.*

Moved: Councillor Parnell

Seconded: Mayor Fallis

Motion carried. (M-2014-25)

8.2. **Staff Report: Sewage Disposal Program Update**

Atul Jain, Manager Inspection Services

MOTION:

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

- *receive this report for information; and,*
- *approve renaming the current Sewage Disposal Program to the Safe Sewage Disposal Program.*

Moved by: Mayor Fallis

Seconded by: Ms. Maclsaac

Motion carried. (M-2014-26)

8.3. **Staff Report: 2013 Donations**

Dr. Rosana Pellizzari, Medical Officer of Health

It was noted that further discussion regarding a meeting with the Community Foundation of Greater Peterborough on fundraising in late 2012 would take place at the upcoming Board / Management Planning Session.

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the staff report, 2013 Donations, for information.

Moved by: Mr. McDonald

Seconded by: Mayor Smith

Motion carried. (M-2014-27)

8.4. **Staff Report: 2013 Complaints**

Dr. Rosana Pellizzari, Medical Officer of Health

The Board commended the low number of complaints officially received and noted that positive feedback is not currently tracked. It was suggested that going forward, a process could be implemented to recognize staff who receive thanks and compliments from the public.

MOTION:

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

- *receive the staff report, 2013 Complaints, for information; and,*
- *refer the tracking of positive feedback to the Governance Committee.*

Moved: Councillor Henry Clarke

Seconded: Mayor Fallis

Motion carried. (M-2014-28)

8.5. **Staff Report: Q4 2013 Program Update**
Dr. Rosana Pellizzari, Medical Officer of Health

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the staff report, Q4 2013 Program Update, for information.

Moved by: Councillor Parnell
Seconded by: Mr. McDonald
Motion carried. (M-2014-29)

8.6. **Staff Report: Q4 2013 Financial Update**
Bob Dubay, Accounting Supervisor

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the staff report, Q4 2013 Financial Update, for information.

Moved by: Ms. Maclsaac
Seconded by: Mr. Watton
Motion carried. (M-2014-30)

8.7. **Staff Report: 2014 Cost-Shared Budget Amendment**
Bob Dubay, Accounting Supervisor

MOTION:

That the Board of Health for the Peterborough County-City Health Unit approve the amended 2014 cost-shared budget for public health programs and services in the total amount of \$7,861,647.

Moved by: Mayor Smith
Seconded by: Mayor Fallis
Motion carried. (M-2014-31)

8.8. **Staff Report: One-Time Funding Requests**
Bob Dubay, Accounting Supervisor

MOTION:

That the Board of Health for the Peterborough County-City Health Unit approve in principle the following supplemental budgets for one-time funding:

Provincial (100%)	Total
<i>Smoke-Free Ontario (tablet technology)</i>	<i>\$8,840</i>
<i>Smoke Free Ontario (smoking cessation)</i>	<i>\$30,000</i>
<i>Healthy Smiles Ontario (x-ray equipment for second dental room)</i>	<i>\$18,080</i>
<i>Healthy Smiles Ontario (equipment for staff health & safety)</i>	<i>\$10,051</i>

Cost-Shared	Provincial 75%	Local (25%)	Total
<i>Reproductive Health</i>	\$10,945	\$3,648	\$14,593
<i>Facilities Renewal (Mobile Dental Garage, Part I)</i>	\$431,250	\$143,750	\$575,000
<i>Facilities Renewal (Part III)</i>	\$657,332	\$219,111	\$876,443

Moved by: Deputy Mayor Sharpe

Seconded by: Mr. McDonald

Motion carried. (M-2014-32)

8.9. **Staff Report: 2014 Budget Approval: Healthy Smiles Ontario, Smoke Free Ontario and Other 100% Funded Ministry of Health and Long-Term Care Programs**

MOTION:

That the Board of Health for the Peterborough County-City Health Unit approve the 2014 budgets funded 100% by the Ministry of Health and Long-Term Care and cost-shared as follows:

Programs Funded Jan. 1 to Dec. 31, 2014	2014 Budget Request
<i>Healthy Smiles Ontario</i>	\$574,820
<i>Chief Nursing Officer</i>	\$122,008
<i>Infection Prevention and Control Nurses</i>	\$95,982
<i>Infectious Diseases Control</i>	\$222,233
<i>Public Health Nurses</i>	\$180,216
<i>Enhanced Safe Water</i>	\$15,500
<i>Enhanced Food Safety – Haines</i>	\$25,000
<i>Healthy Communities Fund – Partnership Stream</i>	\$76,700
<i>Vector Borne Diseases</i>	\$76,101
<i>Smoke-Free Ontario</i>	\$308,625

Moved by: Councillor Beamer

Seconded by: Mayor Fallis

Motion carried. (M-2014-33)

8.10. **Presentation: 2013 Accountability Indicators – Year-End Report**

Larry Stinson, Director, Public Health Programs

Refer to item 8.11.

8.11. **Presentation: 2014 Accountability Indicators**

Larry Stinson, Director, Public Health Programs

MOTION:

That the Board of Health for the Peterborough County-City Health Unit receive the following presentations for information:

- 2013 Accountability Indicators – Year-End Report
- 2014 Accountability Indicators

Moved by: Mayor Fallis
 Seconded by: Councillor Clarke
 Motion carried. (M-2014-34)

8.12. **Property Committee Representation – Motion to Approve Additional Member**

MOTION:

That the Board of Health for the Peterborough County-City Health Unit approve the appointment of Mr. David Watton to the Board’s Property Committee as a Member-At Large for 2014.

Moved by: Deputy Mayor Sharpe
 Seconded by: Councillor Parnell
 Motion carried. (M-2014-35)

8.13. **Long-Form Census**

Mayor Fallis advised that County Council had asked Warden Jones to advocate to the Eastern Ontario Warden’s Caucus to lead the charge with the federal government to advocate for reinstating the long-form census because municipalities are lacking key information needed for planning purposes. The Board directed the Medical Officer of Health to follow up with the Peterborough County Warden and Chief Administrative Officer to coordinate a strategy.

8.14. **Auditor’s Letter of Engagement**

MOTION:

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

Moved by: Councillor Clarke
 Seconded by: Mr. McDonald
 Motion carried. (M-2014-36)

9. **In Camera to Discuss Confidential Personal and Property Matters**

MOTION:

That the Board of Health go In Camera to discuss confidential property and personnel matters.

Moved by: Councillor Parnell
 Seconded by: Mayor Fallis
 Motion carried. (M-2014-37)

MOTION:

That the Board of Health rise from In Camera.

Moved by: Mayor Smith

Seconded by: Mayor Fallis

Motion carried. (M-2014-38)

Motions for Open Session

MOTION:

That the Request for Information (RFI) approved by the Property Committee be circulated on February 13, 2014, and that the review be conducted on the agreed schedule as discussed.

Moved by: Councillor Parnell

Seconded by: Mayor Fallis

Motion carried. (M-2014-39)

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

10.1. Amendment to Date and Location of Regular Meetings

Dr. Rosana Pellizzari, Medical Officer of Health

MOTION:

That the regular meetings for the Board of Health for the remainder of the 2014 be held on the following dates starting at 4:45 p.m., or at the call of the Chairperson:

Location: Council Chambers, County Court House, 470 Water St.

Date: March 19

Location: Council Chambers, Admin. Building, 22 Wiinookeedaa Rd., Curve Lake First Nation

Date: May 14

Location: Lower Hall, Admin. Building, 123 Paudash St., Hiawatha First Nation

Date: June 11

Location: Council Chambers, City of Peterborough, 500 George St. N.

Dates: April 9, September 10, October 8, November 12.

** The December 10th date has been cancelled due to municipal elections.*

Moved by: Councillor Parnell

Seconded by: Mayor Fallis

Motion carried. (M-2014-40)

11. Adjournment

MOTION:

That the meeting be adjourned.

Moved by: Mayor Fallis
Seconded by: Ms. MacIsaac
Motion carried. (M-2014-41)

The meeting adjourned at 7:04 p.m.

Chairperson

Medical Officer of Health