

**Board of Health for the
Peterborough County-City Health Unit
MINUTES
Board of Health Meeting
Wednesday, September 11, 2013 - 4:45 p.m.
General Committee Room, City Hall
500 George Street North, Peterborough**

Board Members: Mr. Andrew Beamer
Councillor Henry Clarke
Mayor John Fallis
Councillor Lesley Parnell
Deputy Mayor Andy Sharpe
Councillor Trisha Shearer
Chief Phyllis Williams, Vice Chair

Regrets: Mr. Jim Embrey
Mayor Mary Smith
Mr. David Watton

Staff: Ms. Brittany Cadence, Supervisor, Communications Services
Ms. Edwina Dusome, Manager, Infectious Disease Programs
Mrs. Wendy Freeburn, Administrative Assistant
Ms. Dawn Hanes, Public Health Nurse
Mr. Atul Jain, Manager, Inspection Services
Ms. Dorothy Park, Certified Dental Assistant (II)
Ms. Gwen Little, Certified Dental Hygienist
Dr. Rosana Pellizzari, Medical Officer of Health
Mr. Larry Stinson, Director, Public Health Programs
Mrs. Alida Tanna, Administrative Assistant (Recorder)
Mr. Brent Woodford, Director, Corporate Services

1. Call to Order

In the absence of the Chair and Vice Chair, Dr. Pellizzari called the meeting to order at 4:55 p.m.

Dr. Pellizzari requested a motion to appoint an Acting Chair until Chief Williams arrived.

Moved by
Councillor Clarke

Seconded by
Councillor Parnell

That Deputy Mayor Sharpe be appointed as Acting Chair for the meeting.
- Carried – (M-13-96)

Deputy Mayor Sharpe assumed the Chair.

2. Confirmation of the Agenda

Moved by	Seconded by
Councillor Clarke	Councillor Parnell

That the agenda be approved as circulated.
- Carried – (M-13-97)

3. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

4. Delegations and Presentations

4.1. Presentation: A Day In The Life – Mobile Dental Health Centre Staff

Dorothy Park, Certified Dental Assistant (II)
Gwen Little, Certified Dental Hygienist

Currently the Mobile Dental Health Centre is funded to operate two days per week through Healthy Smiles Ontario. If the Province expands the requirements for Healthy Smiles Ontario funding in the future, this would allow the Health Unit to deploy the mobile more often and additional provide care to those in need.

Councillor Parnell expressed her wish for the mobile to be operational and fully funded for daily service. Dr. Pellizzari advised that the Province was currently holding consultations on their Poverty Reduction Strategy, and encouraged members to advocate through this consultation for an expansion to the Healthy Smiles Ontario program so that more people could access this service.

5. Confirmation of the Minutes of the Previous Meeting

Chief Williams arrived at the meeting and assumed the Chair.

Dr. Pellizzari requested an amendment to the agenda to defer Item 8.2, Presentation: Information Technology Update.

Moved by	Seconded by
Deputy Mayor Sharpe	Mayor Faillis

That the agenda be approved as amended.

- Carried – (M-13-98)

5.1. **June 12, 2013**

Moved by
Mayor Fallis

Seconded by
Councillor Beamer

That the agenda be approved as circulated.

- Carried – (M-13-99)

6. **Business Arising From the Minutes**

Nil.

7. **Correspondence**

The following correspondence was considered.

1. Letter dated June 17, 2013 from Minister Flaherty, in response a letter sent by the Board Chair on May 28, 2013, regarding student nutrition programs.
2. Letter dated June 17 from the Board Chair and Medical Officer of Health to M. Johnson, Association of Local Public Health Agencies regarding the exploration of greater alignment with the Ontario Public Health Agency.
3. Letter dated June 18, 2013 from MPP Devolin in response to a letter sent by the Board Chair on May 28, 2013 regarding student nutrition programs.
4. Letter dated June 21, 2013 to Ministers Matthews and Piruzza from the Board Chair regarding the Healthy Kids Panel report.
5. Letter dated July 8, 2013 to Minister Wynne from the Board Chair regarding Bill 69: Healthy Decisions for Healthy Eating Act, 2013.
6. Letter dated July 12, 2013 from Minister Aglukkaq to the Board Chair, in response to his original letter dated May 28, 2013 regarding student nutrition programs.
7. Letter dated July 15, 2013 from Minister Piruzza in response to a letter sent by the Board Chair on June 21, 2013 regarding the Healthy Kids Panel report.
8. Letter dated July 26, 2013 to B. Clark, Peterborough Housing Corporation, from the Board Chair, regarding smoking in multi-unit dwellings.

9. Letter dated August 1, 2013 from Minister Matthews in response to a letter sent by the Board Chair on June 21, 2013 regarding the Healthy Kids Panel report.
10. Letter dated August 12, 2013 to Minister Jeffrey from the Board Chair regarding smoke-free provincial housing.
11. Letter dated August 15, 2013 from Minister Matthews to the Board Chair regarding 2013 funding.
12. Email received August 26, 2012 from S. Lee, alPHa, regarding 2013 alPHa Fall Symposium.
13. Letter dated August 27, 2013 to Minister Matthews from Councillor Parnell regarding Health Unit facilities and appropriate occupancy funding.
14. Email received September 4, 2013 from the L. Stewart, alPHa regarding 2013-14 alPHa Officers.
15. Resolutions/Letters from other local public health agencies:

Durham

- Children in Need of Treatment and Health Smiles Ontario
- Health Inequities
- Menu Labelling
- Ontario's Action Plan for Seniors
- Skin Cancer Prevention Act

Grey Bruce

- Contraband Tobacco and Smoke Free Ontario Strategy
- Menu Labelling

Haliburton, Kawartha, Pine Ridge District

- Menu Labelling
- Renewable Energy

North Bay Parry Sound District

- Menu Labelling
- Nicotine Replacement Therapy

Perth

- Health Kids Panel Report

Simcoe Muskoka

- Public Transportation and Highway Improvement Amendment Act

Windsor Essex

- Contraband Tobacco
- Nicotine Replacement Therapy
- Skin Cancer Prevention Act

Moved by

Councillor Clarke

Seconded by

Mayor Fallis

That the correspondence be received for information, and that the Board of Health express support for the resolution from the Haliburton, Kawartha, Pine Ridge District on renewable energy.

- Carried (M-13-100)

8. New Business

8.1. Staff Report: Six Month Breastfeeding Surveillance Data

Dawn Hanes, Public Health Nurse

Moved by

Councillor Clarke

Seconded by

Councillor Parnell

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

1. Receive the staff report, *Six Month Breastfeeding Surveillance Data*, for information.
2. Continues to advocate for and support the implementation of the Baby-Friendly Initiative for all Ontario hospitals, as per ALPHA Resolution A13-3.¹
3. Request annual updates from staff and community partners on our collective efforts and success in promoting exclusive breastfeeding (defined as 'a baby who has received no other liquids or solid foods from the time of birth') for a minimum of six months for all children born to residents of Peterborough. The setting of local targets for exclusive breastfeeding rates should be considered and stronger community ownership of this health promoting practice encouraged.
4. As community leaders, support staff in conducting a campaign and maintaining ongoing efforts to increase awareness and support for breastfeeding in public places in the community.

- Carried (M-13-101)

Moved by
Councillor Clarke

Seconded by
Councillor Parnell

That the Board of Health for the Peterborough County-City Health Unit direct staff to send a letter to both local school boards, to ensure that breastfeeding is adequately addressed and supported in the current curriculum for parenting classes.

- Carried (M-13-102)

Mayor Fallis asked whether the Board could advocate to the federal government regarding enforcement of the World Health Organization's International Code of Marketing of Breast-milk Substitutes. Dr. Pellizzari advised that she would look into this matter further.

8.2. **Presentation: Information Technology Update**

Brittany Cadence, Supervisor, Communications Services

Mamdouh Mina, Computer Technician Analyst/IT Team Lead, Communications Services

Deferred.

8.3. **Presentation: 2013 Influenza Campaign**

Edwina Dusome, Manager, Infectious Diseases

Brittany Cadence, Supervisor, Communications Services

The Board was provided with an overview of the plans for the 2013/14 influenza season. This year marked numerous changes to the campaign, including:

- a larger number of pharmacies providing influenza immunization;
- smaller Health Unit community clinics (by appointment) targeting children under five years of age and members of the public who prefer an appointment; and,
- the Health Unit's participation in a FluMist® influenza vaccine clinical trial with selected local schools.

Moved by
Councillor Clarke

Seconded by
Councillor Parnell

That the presentation, 2013 Influenza Campaign, be received for information.

- Carried (M-13-103)

Alida Tanna will follow up with Board Members on whether influenza immunization will be arranged at a future meeting, or if Members will be encouraged to received their flu shots at local pharmacies.

8.4. **Staff Report: Mandatory Re-Inspection of On-Site Sewage Systems
County By-Law**

Atul Jain, Manager, Inspection Services

Moved by Deputy Mayor Sharpe Seconded by Mayor Fallis

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

- receive the staff report, *Mandatory Re-Inspection of On-Site Sewage Systems County By-Law*, for information; and
- recommend to the County of Peterborough that the appended three-year draft by-law (with fee schedule) be approved, confirming that the Health Unit will:
 - be the principal authority;
 - conduct the mandatory re-inspection of on-site sewage systems; and
 - conduct the non-mandatory re-inspection of on-site sewage systems in consultation with the local municipality, cottage associations, or other stakeholders.

- Carried (M-13-104)

8.5. **Staff Report: Q2 2013 Program Update**

Larry Stinson, Director, Public Health Programs

Moved by Councillor Beamer Seconded by Councillor Fallis

That the staff report, Q2 2013 Program Update, be received for information.

- Carried (M-13-105)

8.6. **Staff Report: Q2 2013 Financial Update**

Brent Woodford, Director, Corporate Services

Moved by Councillor Beamer Seconded by Deputy Mayor Sharpe

That the staff report, Q2 2013 Financial Update, be received for information.

- Carried (M-13-106)

8.7. **2012 Audited Financial Statements and Ministry Settlement – Infant and Toddler Development Program**

Brent Woodford, Director, Corporate Services

Moved by Councillor Clarke Seconded by Councillor Shearer

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

- approve the 2012/2013 Infant & Toddler Development Program Audited Financial Statements in the amount of \$246,074; and

- approve the 2012/2013 Infant & Toddler Development Program Annual Program Expenditure Reconciliation.
- Carried (M-13-107)

8.8. **2012 Audited Financial Statements – Preschool Speech and Language Program**

Brent Woodford, Director, Corporate Services

Moved by
Mayor Fallis

Seconded by
Councillor Beamer

That the Board of Health for the Peterborough County-City Health Unit approve the 2012/2013 Preschool Speech and Language Program Audited Financial Statements.

- Carried (M-13-108)

8.9. **Staff Report: Banking Services**

Brent Woodford, Director, Corporate Services

Moved by
Councillor Parnell

Seconded by
Councillor Clarke

That the Board of Health for the Peterborough County-City Health Unit appoint the National Bank of Canada as the Board's Bank.

- Carried (M-13-109)

8.10. **Oral Report: Association of Municipalities of Ontario (AMO) Conference**

Councillor Lesley Parnell, Deputy Mayor Andy Sharpe

Deputy Mayor Sharpe reported that the County of Peterborough was successful in securing a delegation for the Board with Minister Deb Matthews at the August AMO conference. Deputy Mayor Sharpe and Councillor Parnell met briefly with the Minister to advocate on behalf of the Board on a number of matters, including an update on the Health Unit's efforts to secure a new building, Curve Lake First Nation's need to improve elder care and the importance of maintaining community water fluoridation. Other issues with public health impacts were also brought forward by Councillor Parnell to various ministers, including employment opportunities for youth and urban forests by preventing the emerald ash borer.

Deputy Mayor Sharpe requested that the Board write a letter to the County to thank them for their support in facilitating the delegation. In addition, he also proposed that the Board consider covering some of Councillor Parnell's expenses, and compensate her for her time with respect to the delegation. The Board has a budget line that is intended to cover conference and meeting costs for Members in these instances.

Moved by
Mayor Fallis

Seconded by
Councillor Clarke

That the Board of Health for the Peterborough County-City Health Unit express its gratitude to County of Peterborough staff for facilitating the delegation, and approve payment of up to \$300 to Councillor Parnell for her expenses and time related to the Association of Municipalities of Ontario Conference.

- Carried (M-13-110)

Votes for motion: 5
Votes against: 1 (Councillor Beamer)
Abstained: 1 (Councillor Parnell)

8.11. **Committee Report: Governance**

Chief Williams, Chair, Governance Committee

Moved by
Councillor Clarke

Seconded by
Mayor Fallis

That the Board of Health for the Peterborough County-City Health Unit receive for information, meeting minutes of the Governance Committee for March 13, 2013 (approved by the Committee on May 30, 2013) and May 30, 2013 (approved by the Committee on August 29).

- Carried (M-13-111)

Moved by
Mayor Fallis

Seconded by
Deputy Mayor Sharpe

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

- approve the following documents referred by the Committee at the May 30, 2013 meeting:
 - 2-140 – By-Law Number 5, Powers and Term of Office of the Chairperson and Vice-Chairperson of the Board of Health
 - 2-153 – Procedure, Board Remuneration Review
 - 2-251 – Procedure, Orientation for Board of Health Members
- approve the following document referred by the Committee at the August 29, 2013 meeting:
 - 2-261, Appointments, Provincial Representatives

- Carried (M-13-112)

8.12. **Committee Report: Property**

Deputy Mayor Sharpe, Chair, Property Committee

Moved by
Mayor Fallis

Seconded by
Councillor Parnell

That the Board of Health for the Peterborough County-City Health Unit receive for information meeting minutes of the Property Committee for March 6, 2013, approved by the Committee on June 5, 2013

- Carried (M-13-113)

Moved by
Councillor Clarke

Seconded by
Councillor Parnell

That the Board of Health for the Peterborough County-City Health Unit receive for information, executive summaries of Environmental Site Assessment Reports prepared by Geo-Logic Inc. for the King Street and Hospital Drive properties, completed in August 2013.

- Carried (M-13-114)

8.13. **Ontario Health Study – Pre-Launch Update**

Dr. Rosana Pellizzari, Medical Officer of Health

Dr. Pellizzari provided an overview of 'Peterborough Counts – the Ontario Health Study Campaign'. The goal of this campaign is to recruit 11,000 local residents to sign up with the study, which would create enough health data so researchers can better understand and analyze local health issues (e.g., cancer, heart disease, Alzheimer's, etc.)

The campaign is being organized and supported by a host of community partners, including Peterborough Regional Health Centre, Peterborough YMCA, Peterborough Chamber of Commerce, Fleming College, Trent University, Peterborough Family Health Teams, Peterborough Examiner, and the Peterborough and District United Way.

Members were invited to attend the launch which takes place on Tuesday, September 17 at 9:45 a.m. in the main foyer of Fleming College.

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

Moved by
Councillor Parnell

Seconded by
Mayor Fallis

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

- Carried - (M-13-115)

Moved by
Mayor Fallis

Seconded by
Councillor Parnell

That the Board of Health rise from In Camera.

- Carried - (M-13-116)

Motions for Open Session

Moved by
Mayor Fallis

Seconded by
Councillor Beamer

That the Board of Health for the Peterborough County-City Health Unit direct staff to work with the Ministry of Children and Youth Services to establish a budget for the Infant and Toddler Development Program that ensures all administrative and occupancy costs are fully covered.

-Carried – (M-13-117)

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

October 9, 2013, 4:45 p.m.

General Committee Room, City Hall, 500 George St. N.

11. Adjournment

Moved by
Councillor Shearer

Seconded by
Deputy Mayor Sharpe

That the meeting be adjourned.

- Carried - (M-13-118)

The meeting adjourned at 7:15 p.m.

Chairperson

Medical Officer of Health