

**Board of Health for
Peterborough Public Health
AGENDA
Board of Health Meeting
Wednesday, April 14, 2021 – 5:00 p.m.
Electronic Meeting**

1. Call to Order

Mayor Andy Mitchell, Chair

1.1. Welcome and Opening Statement

Land Acknowledgement

We respectfully acknowledge that Peterborough Public Health is located on the Treaty 20 Michi Saagiig territory and in the traditional territory of the Michi Saagiig and Chippewa Nations, collectively known as the Williams Treaties First Nations, which include: Curve Lake, Hiawatha, Alderville, Scugog Island, Rama, Beausoleil, and Georgina Island First Nations.

Peterborough Public Health respectfully acknowledges that the Williams Treaties First Nations are the stewards and caretakers of these lands and waters in perpetuity, and that they continue to maintain this responsibility to ensure their health and integrity for generations to come. We are all treaty people.

Recognition of Indigenous Cultures

We recognize also the unique history, culture and traditions of the many Indigenous Peoples with whom we share this time and space. We give thanks to the Métis, the Inuit, and the many other First Nations people for their contributions as we strengthen ties, serve their communities and responsibly honour all our relations.

2. Confirmation of the Agenda

3. Declaration of Pecuniary Interest

4. Consent Items to be Considered Separately

Board Members: *Please identify which items you wish to consider separately from section 10 and advise the Chair when requested. For your convenience, circle the item(s) using the following list: 10.2 a b*

5. Delegations and Presentations

6. Board Chair Report

7. Confirmation of the Minutes of the Previous Meeting

- Cover Report
- a. March 10, 2021

8. Business Arising From the Minutes

9. Staff Reports

9.1. Oral Report: COVID-19 Update

- Cover Report
- Presentation *(to be circulated)*

9.2. Oral Report: Financial Update and Projection

- Cover Report
- Presentation

10. Consent Items

10.1. Correspondence for Direction *(nil)*

10.2. Correspondence for Information

- Cover Report
- a. alPHa e-newsletter
- b. Q4 2020 Opioid Report

10.3. Staff Reports *(nil)*

10.4. Committee Reports *(nil)*

11. New Business

12. In Camera to Discuss Confidential Matters *(nil)*

13. Motions for Open Session *(nil)*

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

Wednesday, May 12, 2021, 5:00 p.m.
Electronic Meeting

15. Adjournment

**PETERBOROUGH PUBLIC HEALTH
BOARD OF HEALTH**

TITLE:	Approval of Minutes
DATE:	April 14, 2021
PREPARED BY:	Natalie Garnett, Board Secretary
APPROVED BY:	Dr. Rosana Salvaterra, Medical Officer of Health

PROPOSED RECOMMENDATIONS

That the Board of Health for Peterborough Public Health approve the minutes of the meeting held on March 10, 2021.

ATTACHMENTS

- a. [Minutes, March 10, 2021](#)

**Board of Health for
Peterborough Public Health
DRAFT MINUTES
Board of Health Meeting
Wednesday, March 10, 2021 – 5:00 p.m.
(Electronic Meeting)**

In Attendance:

Board Members:

**Councillor Gary Baldwin
Deputy Mayor Bonnie Clark
Councillor Henry Clarke
Deputy Mayor Matthew Graham
Councillor Nodin Knott
Mayor Andy Mitchell, Chair
Dr. Hans Stelzer
Councillor Don Vassiliadis
Councillor Kathryn Wilson**

Staff:

**Ms. Dale Bolton, Manager, Finance and Property
Ms. Brittany Cadence, Manager of Communications and IT
Ms. Donna Churipuy, Director of Public Health Programs
Ms. Natalie Garnett, Recorder
Ms. Alida Gorizzan, Executive Assistant
Dr. Rosana Salvaterra, Medical Officer of Health
Mr. Larry Stinson, Director of Operations**

1. Call to Order

The Chair, called the meeting to order at 5:00 p.m.

1.2 Farewell: Andy Sharpe, Provincial Appointee

Mr. Sharpe was a member of the Board of Health for almost fourteen years, first starting as a County appointee in 2007. Mr. Sharpe was Chair in 2011-2012 and was instrumental in the acquisition of the current office on King Street. Mr. Sharpe was thanked for his contributions and commitment to Peterborough Public Health.

2. Confirmation of the Agenda

MOTION:

That the agenda of the Board of Health for the Peterborough Public Health meeting on March 10, 2021, be approved as circulated.

Moved: Councillor Clarke

Seconded: Deputy Mayor Graham

Motion carried. (M-2021-022)

3. Declaration of Pecuniary Interest

4. Consent Items to be Considered Separately

MOTION:

That the following items be passed as part of the consent agenda: 10.2. a-j and l, 10.3.2 and 10.3.3.

Moved: Councillor Baldwin

Seconded: Councillor Vassiliadis

Motion carried. (M-2021-023)

MOTION (10.2.a-j and l):

That the Board of Health for Peterborough Public Health receive the following for information:

- a. Letter dated January 26, 2021 from the Board Chair to Local First Nation and Municipal Councils regarding thanks to community healthcare workers.*
- b. Letter dated February 12, 2021 from the Board Chair to Premier Ford and Ministers Elliott and Leece regarding Bill 216, Food Literacy for Students Act, 2020.*
- c. Letter dated February 16, 2021 from the Board Chair to Premier Ford and Ministers Elliott and McNaughton regarding paid sick leave.*
- d. Letter dated February 23, 2021 from the Township of Ashpodel-Norwood regarding thanks to local healthcare workers.*
- e. Email dated February 23, 2021 from the County of Peterborough regarding thanks to local healthcare workers.*
- f. Letter dated March 3, 2021 to Minister Elliott from the Board Chair regarding provincial appointments.*
- g. Letter dated March 5, 2021 to Premier Ford and Ministers Elliott, Leece and Smith regarding support for the CODE/COMOH recommendations to strengthen student nutrition programs. Correspondence from the Association of Local Public Health Association (alPHa)*
- h. Letter dated February 9, 2021 regarding paid sick leave.*
- i. Letter dated February 19, 2021 regarding the safe reopening of Ontario.*
- j. E-newsletter dated February 19, 2021.*

I. Land and Border Restrictions – KFL&A

Moved: Councillor Baldwin
Seconded: Councillor Vassiliadis
Motion carried. (M-2021-023)

MOTION (10.3.2):

That the Board of Health for Peterborough Public Health:

- *receive the staff report, 2021-22 Budget Approval - Healthy Babies, Healthy Children Program, for information; and*
- *recommend approval of the 2021-22 budget for the Healthy Babies, Healthy Children (HBHC) program in the total amount of \$928,413.*

Moved: Councillor Baldwin
Seconded: Councillor Vassiliadis
Motion carried. (M-2021-023)

MOTION (10.3.3):

That the Board of Health for Peterborough Public Health:

- *receive the staff report, 2021-22 Budget Approval - Infant and Toddler Development Program (ITDP), for information; and*
- *recommend the approval of the 2021-22 budget for the Infant and Toddler Development Program in the total amount of \$242,423.*

Moved: Councillor Baldwin
Seconded: Councillor Vassiliadis
Motion carried. (M-2021-023)

5. Delegations and Presentations

6. Board Chair Report

7. Confirmation of the Minutes of the Previous Meeting

MOTION:

That the Board of Health for Peterborough Public Health approve the minutes of the meeting held on February 10, 2021.

Moved: Councillor Vassiliadis
Seconded: Councillor Wilson
Motion carried. (M-2021-024)

8. Business Arising From the Minutes

9. Staff Reports

9.1 Staff Report: Auditor Engagement

Richard Steinginga, Engagement Partner, Baker Tilly, provided a presentation on the Audit Planning Report.

MOTION:

That the Board of Health for Peterborough Public Health:

- *Receive the staff report, Auditor Engagement for information;*
- *Engage the audit services of Baker Tilly Kawarthas LLP, formerly Collins Barrow Chartered Accountants LLP; and*
- *Authorize the Chair and Vice-Chair to sign the Letter of Engagement.*

Moved: Councillor Clarke

Seconded: Deputy Mayor Graham

Motion carried. (M-2021-025)

9.2 Oral Report: COVID-19 Update

MOTION:

That the Board of Health for Peterborough Public Health receive the oral report, COVID-19 Update, for information.

Moved: Deputy Mayor Clark

Seconded: Councillor Wilson

Motion carried. (M-2021-026)

9.3 Staff Report: PPH Q4 2020 Ministry Report (Unaudited Projection)

MOTION:

That the Board of Health for Peterborough Public Health:

- *receive the staff report, PPH Q4 Ministry Report (Unaudited Projection), for information; and,*
- *recommend the recovery of local funder contributions for 2020 in the amount of \$184,701 (pending audit) be allocated to the PPH Program Reserve.*

Moved: Deputy Mayor Clark

Seconded: Deputy Mayor Graham

Motion carried. (M-2021-027)

10.Consent Items

(10.2.k)

MOTION:

That the Board of Health for Peterborough Public Health receive the following for information:

- *k. Email dated February 19, 2021 regarding the 2021 Annual General Meeting; and,*

- *support the nomination of Mayor Mitchell for the alPHa Board of Directors, 2021-23.*

Moved: Councillor Wilson
 Seconded: Councillor Baldwin
 Motion carried. (M-2021-028)

(10.3.1)

MOTION:

That the Board of Health for Peterborough Public Health receive the Q4 2020 Financial Report, for information.

Moved: Deputy Mayor Clark
 Seconded: Councillor Wilson
 Motion carried. (M-2021-029)

11. New Business

12. In Camera to Discuss Confidential Matters

MOTION:

That the Board of Health move into In Camera at 6:38 p.m. in accordance with the Municipal Act, 2001, Section 239(2):

- *(b) Personal matters about an identifiable individual, including Board employees; and,*

Moved: Councillor Vassiliadis
 Seconded: Councillor Wilson
 Motion carried. (M-2021-030)

MOTION:

That the Board of Health for Peterborough Public Health rise from In Camera at 6:54 p.m.

Moved: Deputy Mayor Clark
 Seconded: Councillor Vassiliadis
 Motion carried. (M-2021-031)

16. Motions for Open Session

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

Next Regular Meeting - Wednesday, April 14, 2021 at 5:00 p.m.

18. Adjournment

MOTION:

That the meeting be adjourned.

Moved by: Councillor Wilson
Seconded by: Councillor Baldwin
Motion carried. (M-2021-032)

The meeting was adjourned at 6:55 p.m.

Chairperson

Medical Officer of Health

DRAFT

**PETERBOROUGH PUBLIC HEALTH
BOARD OF HEALTH**

TITLE:	Oral Report: COVID-19 Update
DATE:	April 14, 2021
PREPARED BY:	Dr. Rosana Salvaterra, Medical Officer of Health

PROPOSED RECOMMENDATIONS

That the Board of Health for Peterborough Public Health receive the oral report, *COVID-19 Update*, for information.

**PETERBOROUGH PUBLIC HEALTH
BOARD OF HEALTH**

TITLE:	Presentation: Financial Update and Projection - Annual Service Plan and One-Time Expenses 2021
DATE:	April 14, 2021
PREPARED BY:	Dr. Rosana Salvaterra, Medical Officer of Health

PROPOSED RECOMMENDATIONS

That the Board of Health for Peterborough Public Health receive the presentation, *Financial Update and Projection: Annual Service Plan and One-Time Expenses 2021*, for information.

ATTACHMENTS

[Presentation](#)

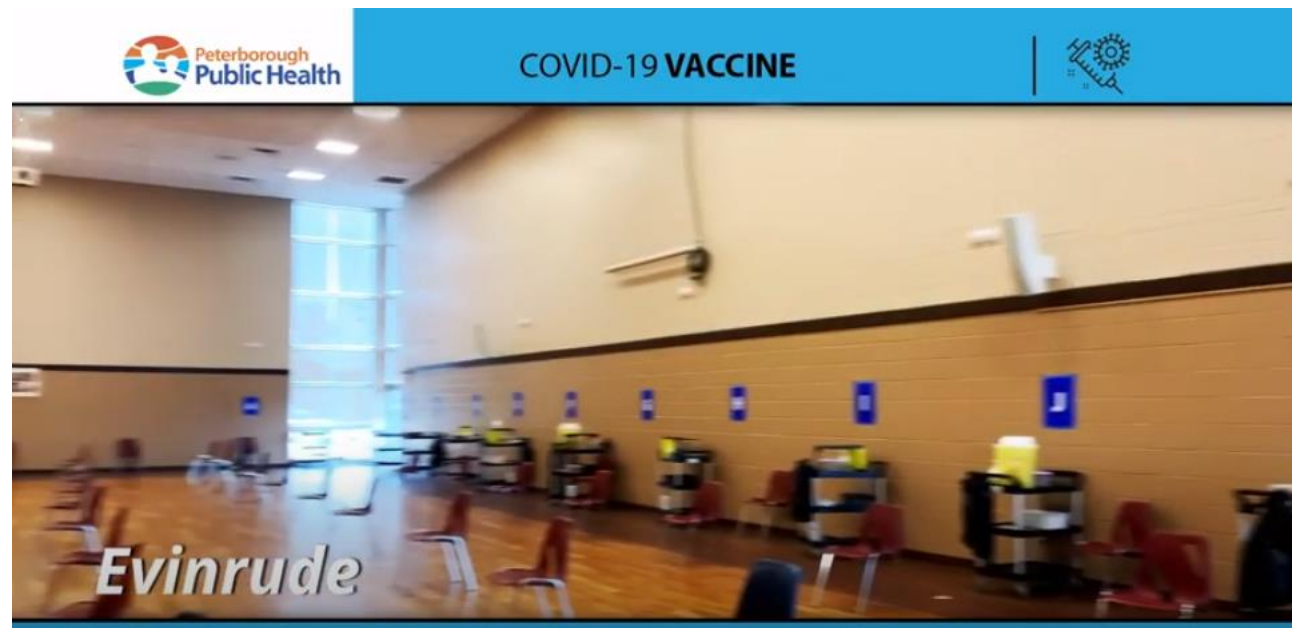
Financial Update and Projection

Annual Service Plan and One-Time
Expenses 2021

April 14, 2021

Proposed Recommendation

That the Board of Health for Peterborough Public Health receive the presentation, *Financial Update and Projection: Annual Service Plan and One-Time Expenses 2021*, for information.



Purpose

- Provide an overview of Ministry Annual Service Plan financial submission
- Provide projections for COVID and COVID Vaccination expenses for 2021
- Identify anticipated one-time funding need to offset extraordinary COVID costs
- Share anticipated local-share surplus



Assumptions

- Based on actuals from January – March and projections to December 31
- All COVID costs are eligible expenses
- Business Continuity and Staff Deployments will remain as current until November
- Additional temporary hires continue contracts until August 31 or October 31 as in letters of employment



Assumptions

- Clinics costed based on known information about:
 - Population estimates for 18+ for health unit
 - Two-dose requirement
 - Estimated uptake of 80%
 - Estimated contribution from pharmacies, primary care and PRHC
 - Average staffing requirements/sources



2021 Expenditures

Program	Expenses
Cost-Shared (OPHS)	\$6,098,192
COVID-19	\$3,516,032
COVID- VACCINATION	\$2,843,250
Total	\$12,457,475

Funding Source

Cost-Shared Programs	
Cost-Shared Total	\$6,098,192
Ministry Share	\$4,268,734
Local Share	\$1,829,458
COVID Expenses	
Ministry Balance (\$7,059,900-\$4,268,734)	\$2,791,165
Mitigation funding (100%)	\$1,015,000
Indigenous Mitigation funding	\$10,000
Total	\$3,816,165
Total Expense (\$3,516,032 + \$2,843,250)	\$6,359,282
ONE TIME REQUEST	\$2,543,117

Local Contribution Estimates

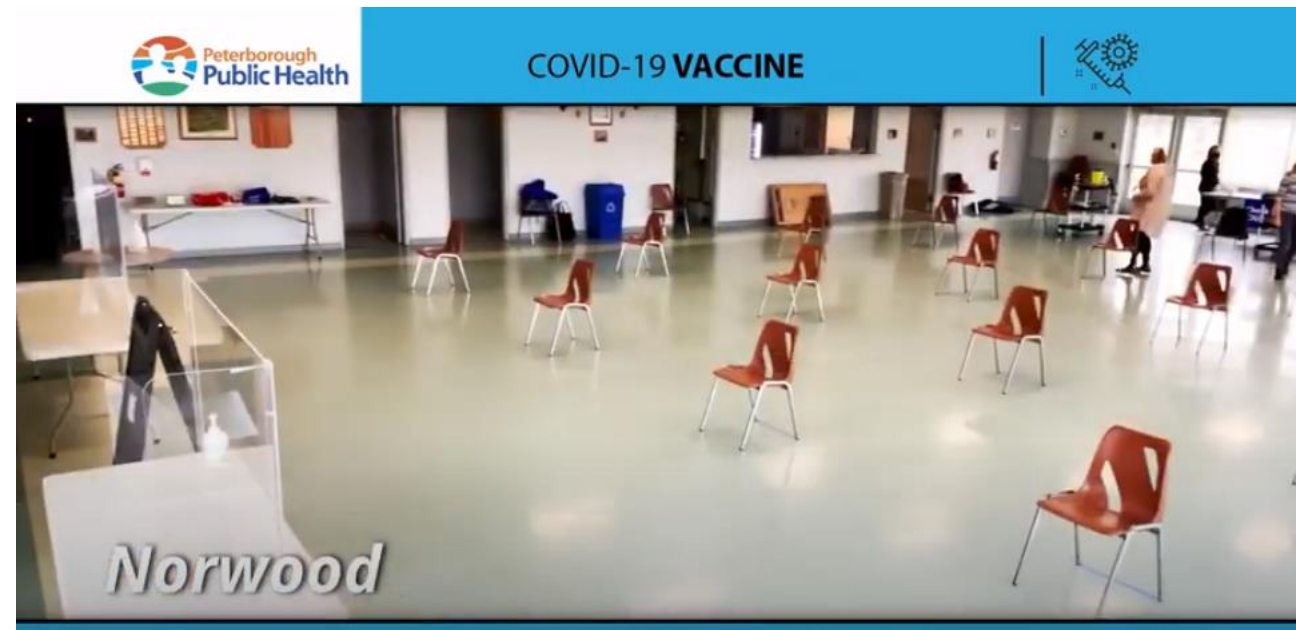
Local Contributions to Cost-Shared Budget	
Total Cost Shared Expense	\$6,098,192
Local Share (30%)	\$1,829,458
Approved Budget Allocation	\$2,272,319
Estimated Overage	\$442,861

COVID Expenses

Category	COVID-19	COVID VACCINATION
Salaries and Wages	\$2,854,169	\$1,992,611
Benefits	\$504,428	\$292,522
Purchased Services	\$12,385	\$58,520
Communications	\$1,495	\$56,323
Materials and Supply	\$59,708	\$57,698
Travel	\$1,598	\$2,856
Other	\$82,249	\$382,720
Total	\$3,516,032	\$2,843,249

Annual Service Plan

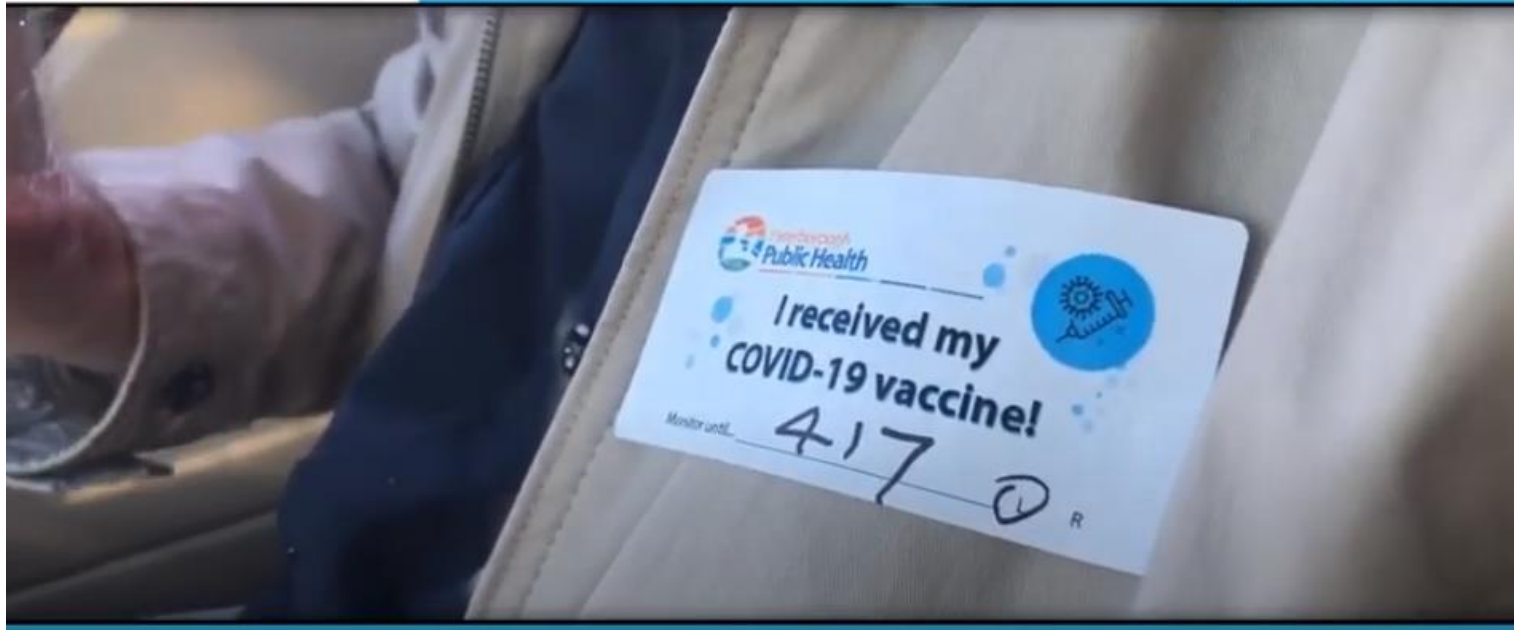
- Submission to Province with minimal program content – April 2021
- Quarterly Financial Reports (Q2 – Q4)



Questions



COVID-19 **VACCINE**



**PETERBOROUGH PUBLIC HEALTH
BOARD OF HEALTH**

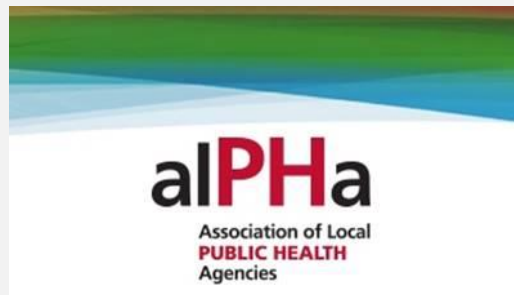
TITLE:	Correspondence for Information
DATE:	April 14, 2021
PREPARED BY:	Alida Gorizzan, Executive Assistant
APPROVED BY:	Dr. Rosana Salvaterra, Medical Officer of Health

PROPOSED RECOMMENDATIONS

That the Board of Health for Peterborough Public Health receive the following for information:

- a. Email dated March 18, 2021, alPHa e-newsletter.
- b. Email dated March 25, 2021 regarding the Opioid-related Harms Status Report - 4th Quarter 2020.

From: Loretta Ryan <loretta@alphaweb.org>
Sent: Thursday, March 18, 2021 12:09 PM
To: All Health Units <AllHealthUnits@lists.alphaweb.org>
Cc: Board <Board@lists.alphaweb.org>
Subject: alPha Information Break, March 2021



March 18th, 2021

This update is a tool to keep alPha's members apprised of the latest news in public health including provincial announcements, legislation, alPha activities, correspondence, and events. Visit us at alphaweb.org.

Thank You!

Yesterday marked the one-year anniversary of the Ontario government declaring a state of emergency. Throughout the past year alPha members have worked tirelessly to protect the health and safety of people from across the province. Thank you to our Medical Officers of Health, Associate Medical Officers of Health, Board of Health members, and Affiliate members for your service, dedication, and public health leadership.

COVID-19 Update

As part of the response to COVID-19, alPha continues to represent the public health system and work with key stakeholders including the Ministry of Health, Office of the Chief Medical Officer of Health, Ontario Medical Association, Association of Municipalities of Ontario, Dalla Lana School of Public Health, primary care sector, and others.

alPha frequently shares Situation Reports and COVID-19-related news with the membership. If you are not receiving these, please get in touch with the contact person at your health unit who distributes information on behalf of alPha.

[Visit the Ministry of Health's page on guidance for the health sector](#)

[View the Ministry's website on the status of COVID-19 cases](#)

[Go to Public Health Ontario's COVID-19 website](#)

[Visit the Public Health Agency of Canada's COVID-19 website](#)

Conference and Annual General Meeting Update
Ontario's Public Health System
Challenges – Changes – Champions
June 8, 2021

alPHA's 2021 Conference and Annual General Meeting is online this year. The event will continue the conversation on the critical role of Ontario's public health system and will include discussions on the response to COVID-19 and the future of public health.

In conjunction with the AGM, members were recently sent the following documents:

- Notice of the 2021 alPHA Annual General Meeting
- Call for 2021 alPHA Resolutions
- Call for 2021 alPHA Distinguished Service Awards
- Call for Board of Health Nominations alPHA Board of Directors

These documents and additional information about the AGM and Conference, including the event flyer, can be found [here](#). The draft program and registrations are scheduled to go live on the alPHA website in mid-April. In the meantime, don't forget to hold the date: June 8th!

A sponsorship package is available for the conference and can be accessed [here](#).

Request for Photos

Do you have a photo showing alPHA members in action that we can share with attendees at the Annual Conference? We want to profile the key role that public health is playing in the pandemic response. Please send your images to: info@alphaweb.org

alPHA Fitness Challenge

The alPHA fitness challenge is back! And this time...no paperwork!

All members are encouraged to engage in masked and physically distant fitness activities (on their own or with those in their household) that are at least 30 minutes in length during the month of May. Participate and share a picture on your Twitter account, tagging @PHAgencies #alPHA2021. You will be highlighted in the alPHA e-newsletter and during the AGM June 8th.

The Fitness Challenge flyer can be found [here](#). (We will also post this soon on the website.)

Get ready to virtually meet and tips from our hosts NWHU!

As hosts of the alPHA AGM in June, NWHU wants to help you to prepare by sharing tips from their Healthy Meetings and Events Guide to help you prepare for a productive day. The tips are useful for all of your meeting filled days! Help yourself by making the healthy choice the easy choice. Prepare for your day by packing a healthy lunch and snacks, filling up your water bottle, and scheduling in some opportunities to move (even just a little).

Looking for more? Implement a healthy meeting and event policy for your organization using resources available at [NWHU Healthy Meetings and Events](#)

alPHA Correspondence

Through policy analysis, collaboration, and advocacy, alPHA's members and staff act to promote public health policies that form a strong foundation for the improvement of health promotion and protection, disease prevention, and surveillance services in all of Ontario's communities. Check out the most recent [submissions](#).

Boards of Health: Shared Resources

A resource [page](#) is available on the alPHA's website for Board of Health members to facilitate the sharing of and access to orientation materials, best practices, by-laws, resolutions, and other resources. If you have a best practice, by-law or any other resource that you would like to make available, please send a file or a link with a brief description to gordon@alphaweb.org and it will be posted in the appropriate library.

In addition, here are additional resources available on the alPHA website:

- [Orientation Manual for Board of Health](#)
- [Review of Board of Health Liability \(PowerPoint presentation\)](#)
- [Governance Toolkit](#)
- [Risk Management for Health Units](#)
- [Healthy Rural Communities Toolkit](#)
- [The Ontario Public Health Standards](#)
- [Public Appointee Role and Governance Overview](#)
- [Ontario Boards of Health by Region](#)
- [List of Units sorted by Municipality](#)
- [List of Municipalities sorted by Health Unit](#)

PHO Courses

Information on PHO events and professional development opportunities can be found here: <https://www.publichealthontario.ca/en/education-and-events/events#q=1> Topics include: infectious disease, emergency preparedness, immunization, environmental and occupational health, health promotion, chronic diseases, epidemiology, laboratory sciences and research.

From: Jocelyn Qualtrough
Sent: March-15-21 11:01 AM
Subject: Opioid-related Harms Status Report - 4th Quarter 2020

Good morning everyone,

I wanted to share that the latest Opioid-Related Harms Status Report, for the last quarter of 2020, has been published on the PPH website. You can find the report here:

https://www.peterboroughpublichealth.ca/wp-content/uploads/2021/03/Opioid-Related-Harms-Status-Report_4th-Quarter_March-2021.pdf

Please let me know if you have any questions/comments about the report.

Have a good day!
Jocelyn

Jocelyn (Corradetti) Qualtrough, BPH, MPH
Health Promoter, Family and Community Health



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