

**Board of Health  
Minutes  
November 21, 2018  
9:15 am - 12:00 pm  
Barrie Office**

Board Members Present: B. Ward, T. Ambeau, S. Cairns, R. Cipolla, A. Dubeau, S. Kinsella ,  
BJ. McCabe , S. Morales , T. Pilger , P. Preager , E. Saul, B.  
Saunderson, P. Willmott

Regrets: L. Dollin

Staff Present: S. Warnock

**1. Call to Order**

The meeting was called to order at 9:15 am.

**1.1 Introduction of Public Health and Preventive Medicine Resident, Dr. Kathryn Marsilio**

Dr. Kathryn Marsilio was introduced to the Board by the Chair.

The Chair also introduced Amy Fowler who is a Public Health and Preventive Medicine student at the health for a two week rotation.

**2. Approval of the Agenda**

**MOVED BY S. Kinsella**

**SECONDED BY T. Ambeau**

THAT the Board of Health approve the agenda as presented.

**CARRIED**

**3. Declaration of Conflict of Interest**

**4. Minutes of Previous Meeting**

**4.1 Approval of Minutes from October 17, 2018.**

**MOVED BY S. Kinsella**

**SECONDED BY T. Ambeau**

THAT the Board of Health approve the minutes from the October 17, 2018 Board of Health meeting.

**5. Consent Agenda**

5.1 Information Privacy and Access Annual Report 2017. Briefing Note. C. Gardner & S. Horney.

5.2 Blacklegged Ticks and 2018 Lyme Disease Surveillance Activities. Briefing Note. C. Gardner.

The Board asked if Canada is moving forward with better testing for tick bites.

Dr. Gardner reviewed present testing methods and noted the limitations inherent to testing methods and thus the requirement for physicians to treat cases based on the clinical presentation. Dr. Gardner indicated that the health unit sends a HealthFax to the physicians annually with surveillance findings and the risk areas. We have found that black legged ticks are established in certain locations in Simcoe County and it is anticipated that they will continue to become established in more northern locations in the future. Dr. Gardner and Dr. Lee have presented to physicians in Simcoe Muskoka on this topic.

5.3 Public Health Approach to the Legalization of Cannabis and the SFOA 2017. Briefing Note. C. Gardner

Board members enquired about the status of the health unit's advice to municipalities regarding cannabis. Steve Rebellato indicated that once we receive our legal advice we will craft our recommendations for municipalities.

Dr. Gardner indicated that the health unit has received requests from a number of municipalities for advice regarding the option to opt in or out of allowing Cannabis retail locations in their municipalities. Our guidance document will address this topic (providing key considerations for municipalities in their decision), as well as providing guidance on the recommendations they could provide to the province regarding where cannabis retail may be located, and on the content of possible bylaws to restrict the locations of cannabis smoking. It is anticipated that the guiding document will be provided to the municipalities by end of 2018.

5.4 2019 Draft Meeting Schedule. C. Gardner.

**Motion 5.0**

**MOVED BY** S. Kinsella

**SECONDED BY** R. Cipolla

THAT the Board of Health receive the following consent agenda items for information:

1. Information Privacy and Access Annual Report 2017.
2. Blacklegged Ticks and 2018 Lyme Disease Surveillance Activities.
3. Public Health Approach to the Legalization of Cannabis and the SFOA 2017.
4. 2019 Draft Meeting Schedule.

**CARRIED**

**6. In Camera**

6.1 HR Issue

6.2 Property Issue

6.3 Finance Issue

**Motion 6.0**

**MOVED BY** S. Kinsella

**SECONDED BY** T. Ambeau

THAT the Board of Health go in camera to discuss one HR issue, one property issue and one finance issue.

**CARRIED**

**Motion 6.0.1**

**MOVED BY** S. Kinsella

**SECONDED BY** P. Preager

THAT the Board of Health come out of in camera and report.

**CARRIED**

**Motion 6.1**

**MOVED BY** S. Kinsella

**SECONDED BY** T. Ambeau

THAT the Board of Health receive the Program Budgeting and Marginal Analysis (PBMA) Findings briefing note for information and consideration in deliberations of the 2019 budget.

**CARRIED**

**Motion 6.2**

**MOVED BY** P. Preager

**SECONDED BY** T. Ambeau

THAT the Board of Health receive the SMDHU Office Lease Status briefing note for information and approve the recommended lease renewal for 80 Bradford Street from August 1, 2019 to August 31, 2021.

**CARRIED**

**Motion 6.3**

**MOVED BY** T. Ambeau

**SECONDED BY** P. Preager

THAT the Board of Health receive the Financial Commitments, Pressure and Risks briefing note as information and reference in the deliberations of the budget proposals for 2019.

**CARRIED**

**7. New Business**

**7.1 Budget 2018**

Year-to-Date Statement of Operation and Expenditure Reports. Briefing Note. C. Gardner & S. Horney presenting.

S. Horney positioned the briefing note and reviewed a few key points including changes since the second quarter.

A review of the costs in Appendix A was completed and S. Horney clarified any questions that the Board had.

It was also noted that the HBHC budget will be at breakeven at the end of the year.

**Motion 7.1**

**MOVED BY** T. Ambeau

**SECONDED BY** P. Willmott

THAT the Board of Health receive the third quarter financial reports for Mandatory and Related Public Health Programs and Services for information.

AND FURTHERMORE THAT the Board of Health receive the third quarter financial report for the Healthy Babies Healthy Children program for information.

AND FURTHERMORE THAT the Board of Health receive the second quarter expenditure report for 100% funded initiatives with a year-end of March 31, 2019.

**CARRIED**

- 7.2 Disposition of Public Health Unallocated Surplus. Briefing Note. C. Gardner & S. Horney presenting.

Dr. Gardner positioned the briefing note regarding the recommended application of the unallocated surplus to the Contingency Reserve. The ensuing discussion included the need for maintaining reserve funds, and the importance of positioning these needs well when communicating with the new municipal councils.

**Motion 7.2**

**MOVED BY** T. Ambeau

**SECONDED BY** P. Willmott

THAT the Board of Health authorize the allocation of \$874,000 from the Unallocated Surplus to the Contingency Reserve fund to provide for unanticipated expenses of the health unit arising as a result of emerging issues or response to public health incidents.

AND FURTHER that the Board of Health retain the remaining \$409,114 of the identified Unallocated Surplus at December 31, 2017 and draw on the funds as necessary to balance expenditures in 2018 and to sustain public health programming in anticipation of a freeze of the provincial grant for cost-shared programs in 2019.

**CARRIED**

7.3 Vehicle Lease Contract Award. Briefing Note. C. Gardner & S. Horney presenting.

Dr. Gardner positioned the briefing note. He stated that any contract over \$100,000 needs to be approved by the Board as required by agency policy, noting that although the recommended contract falls just short of this there is the potential for an extension of the contract into an additional year thus requiring Board approval for the amount.

Upon enquiry from Board members, Dr. Gardner indicated that we do have an electric vehicle and charging station that is available to staff to book for work related travel. The vehicle is a Hyundai Ioniq.

**Motion 7.3**

**MOVED BY P. Willmott**

**SECONDED BY R. Cipolla**

THAT the Board of Health award the contract for six leased vehicles to Quest Automotive Leasing for the tendered price of \$99,069 over three years.

**CARRIED**

7.4 Budget 2019

7.4.1 2018 Budget Implementation Report for Mandatory & Related Programs. Briefing Note. C. Gardner & S. Horney presenting.

Dr. Gardner provided a presentation that covered the three items noted under 7.4.

Board members indicated that the legalization of cannabis and the opioid crisis has added extra work to the health unit staff. Dr. Gardner noted that the health unit directed resources to deal with cannabis and opioids in keeping with its 2018 budget submission to the province. He also indicated that 2019 budget will also include such content, in keeping with the findings of our PBMA reviews.

The Board members indicated that our services will be called upon by the City of Barrie for us to assist with vulnerable populations. Dr. Gardner indicated that we will return to the Board in January with an update on opioids.

The Board asked a question relating to benefits and the cost to the agency. B. Parker indicated that an analysis was done in relation

to other health units indicating that our package of benefits is quite limited compared those of other health units.

Board members recommended that communication with municipal councils from the MOH include the importance of maintain health unit resources to provide necessary public health programs and services.

**Motion 7.4.1**

**MOVED BY** P. Willmott

**SECONDED BY** R. Cipolla

THAT the Board of Health receive the 2018 Budget Implementation Report for Mandatory & Related Programs briefing note for information and consideration in 2019 budget deliberations.

**CARRIED**

- 7.4.2 Three Year Financial Projections & Levy Options Mandatory and Related Cost Shared Programs 2019, 2020, 2021. Briefing Note. C. Gardner & S. Horney presenting.

**Motion 7.4.2**

**MOVED BY** R. Cipolla

**SECONDED BY** T. Pilger

THAT the Board of Health direct staff to provide for the Board's consideration a draft of the 2019 budget with a 2% increase in the municipal levy to help sustain a staffing base for the long term, and the draw of \$300,000 from the unallocated surplus to stabilize the public health workforce in 2019 and mitigate the loss of staff and public health programming through the period of public health transformation.

**CARRIED**

- 7.4.3 Three-Year Financial Projections 100% Provincially Funded Programs 2019, 2020, 2021. Briefing Note. C. Gardner & S. Horney presenting.

**Motion 7.4.3**

**MOVED BY** T. Ambeau

**SECONDED BY** R. Cipolla

THAT the Board of Health receive the Three Year Financial Projections for 100% Provincially Funded Programs briefing note for information and for consideration in 2019 budget deliberations.

**CARRIED**

**8. Items of Education**

8.1 alPHa Meetings and Conferences

- a) February 21 & 22, 2019 - Winter Symposium, Chestnut Conference Centre, 89 Chestnut Street, Toronto, Ontario. Includes COMOH Meeting (Feb. 22) and BOH Section Meeting (Feb. 22)
- b) March 27, 28 & 29, 2019 - TOPHC 2019, Toronto, Ontario.
- c) June 9, 10 & 11, 2019 - Annual General Meeting & Conference, Kingston, Ontario. Co-hosted with KFL&A Public Health.

**9. Items of Information**

9.1 Early Childhood Education and Care and their impact on health

Letter from Scott Warnock, Board of Health Chair, Simcoe Muskoka District Health Unit to the Honourable Lisa Thompson Minister of Education and the Honourable Christine Elliot, Minister of Health and Long-Term Care.

9.2 Role of Public Health in Simcoe Muskoka

Letters from Dr. C. Gardner, Medical Officer of Health, Simcoe Muskoka District Health Unit to:

- 1. Warden of the County of Simcoe
- 2. Office of the District Chair, The District Municipality of Muskoka.
- 3. Mayor Clarke and Members of Council, City of Orillia.
- 4. Mayor Lehman and Members of Council, City of Barrie.
- 5. All Municipal Mayors and Councils for Simcoe Muskoka

9.3 Bill 47, Making Ontario Open for Business Act, 2018 Advocacy

Letter from Scott Warnock, Board of Health Chair, Simcoe Muskoka District Health Unit to the Honourable Minister Todd Smith, Minister of

Economic Development, Job Creation and Trade and the Honourable Minister Laurie Scott, Minister of Labour.

9.4 Urban Indigenous Health and the Role of Friendship Centres

Letter from Sylvia Maracle, Executive Director, Ontario Federation of Indigenous Friendship Centres to Scott Warnock, Chair, Board of Health, Simcoe Muskoka District LHHealth Unit.

9.5 Indigenous Engagement Strategy - "Finding our path together - Trouver notre voie ensemble - Maamowi Mkamang Gdoo-miikaansminaa - Kakkinaw e mikshamahk ki meskanaw"

9.6 Support for a Universal Pharmacare Program

Email from the Strategic Policy Branch, Health Canada in response to our letter of July 4, 2018 to the Honourable Ginette Petitpas Taylor, Minister of Health.

9.7 Sustainable Infrastructure and Financial Supports for Local Drug Strategies

Letter from Councillor Henry Clarke, Chair, Board of Health, Peterborough Public Health to the Honourable Christine Elliott, Minister of Health and Long-Term Care.

9.8 Urgency of the Opioid Poisoning Emergency in our Country.

Letter from Bernie Wiehle, Chair, Board of Health, Southwestern Public Health to the Honourable Doug Ford, Premier of Ontario.

9.9 Regulatory Framework for Cannabis Storefronts in Ontario

Letter from Councillor Henry Clarke, Chair, Board of Health, Peterborough Public Health to Renu Kulendran, Executive Director, Legalization of Cannabis Secretariat, Ministry of the Attorney General.

9.10 Strengthening the Smoke-Free Ontario Act (2017) to Address the Promotion of Vaping.

Letter from Councillor Henry Clarke, Chair, Board of Health, Peterborough Public Health to the Honourable Christine Elliott, Minister of Health and Long-Term Care.

9.11 Vapour Products Display and Promotion

Letter from Dr. Robert Kyle, aPHa President and Dr. Chris Mackie, Chair, COMOH, to the Honourable Christine Elliott, Minister of Health and Long-Term.

9.12 A Public Health Approach to Drug Policy Reform

Letter from Councillor Henry Clarke, Chair, Board of Health, Peterborough Public Health to the Honourable Ginette Petitpas Taylor, Minister of Health and the Honourable Jody Wilson-Raybould, Minister of Justice and Attorney General for Canada.

9.13 Resolution from Windsor-Essex County Health Unit Board of Health re Cannabis Act, 2017.

9.14 Ontario Basic Income Research Project

Letter from Tyler Hessel, Chair, Huron County Board of Health to Premier Doug Ford.

9.15 Vision Screening

Survey request from Peterborough Public Health.

9.16 aPHa update to Board of Health Members, October 26, 2018.

9.17 Ministry Realignment

Memorandum to Health Sector Partners from Helen Angus, Ministry of Health and Long-Term Care

9.18 Report from the Chief Public Health Officer titled the State of Public Health in Canada, 2018: Preventing Problematic Substance Use in Youth

9.19 Hastings Prince Edward Public Health 2019 – 2023 Strategic Plan.

**10. Date and Time of Next Meetings**

**Tentative**

Wednesday, January 16, 2019 Barrie Office

**11. Adjournment**

The meeting was adjourned at 12:02 pm.

**MOVED BY R. Cipolla**

**SECONDED BY T. Pilger**

THAT the Board of Health meeting be adjourned at 12:02 pm.

**CARRIED**

**ORIGINAL SIGNED BY:**

Anita Dubeau

Chair, Board of Health

**ORIGINAL SIGNED BY:**

Dr. Charles Gardner

Medical Officer of Health