

**Board of Health  
Minutes  
September 19, 2018  
9:15 am - 12:00 pm  
Barrie Office**

Board Members Present: S. Warnock (Chair), B. Ward (Vice Chair), T. Ambeau, S. Cairns (t/c),  
R. Cipolla, A. Dubeau, S. Kinsella, S. Morales (left at 10:30 am), E.  
Saul, B. Saunderson (t/c), P. Willmott

Regrets: L. Dollin, B.J. McCabe, T. Pilger, P. Preager

Staff Present: C. Gardner, S. Horney, M. Klanert, C. Miller

**1. 9:15 - Call To Order**

The meeting was called to order at 9:20 am.

**1.1 Adele Payne Receives the Ontario Ministry of Transportation's (MTO)  
Lifetime Achievement Award**

Scott Warnock, the Board Chair, congratulated Adele Payne for her MTO Lifetime Achievement Award and her long time work with the North Simcoe Safe and Sober Awareness Committee.

**2. Approval of the Agenda**

**MOVED BY** P. Willmott

**SECONDED BY** T. Ambeau

THAT the Board of Health approve the agenda as presented.

**CARRIED**

**3. Declaration of Conflict of Interest**

No conflicts were declared at this time.

**4. 9:35 - Minutes of Previous Meeting**

**4.1 Approval of Minutes from June 20, 2018.**

**MOVED BY** P. Willmott

**SECONDED BY** T. Ambeau

THAT the Board of Health approve the minutes from the June 20, 2018 Board of Health meeting.

**CARRIED**

**5. 9:35 - Consent Agenda**

- 5.1 Inspection Disclosure and the 2017 Ontario Public Health Standards. Briefing Note. S. Rebellato & C. Nisbet.
- 5.2 Healthy School Partnership Initiatives Report. Report. C. Shoreman & C. Thomson.
- 5.3 SMDHU 2018 Municipal Election Primer. Briefing Note. C. Gardner, S. Horney & M. Williams.
- 5.4 Simcoe Muskoka District Health Unit 2017/18 Annual Report. Briefing Note. C. Gardner, S. Horney & M. Williams.

**Motion 5.0**

**MOVED BY** P. Willmott

**SECONDED BY** T. Ambeau

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

- 5.1 Inspection Disclosure and the 2017 Ontario Public Health Standards.
- 5.2 Healthy School Partnership Initiatives Report.
- 5.3 SMDHU 2018 Municipal Election Primer.
- 5.4 Simcoe Muskoka District Health Unit 2017/18 Annual Report

**CARRIED**

**6. Advocacy**

- 6.1 9:40 - Upcoming Legalization of Cannabis: Public Health Considerations. Briefing Note. L. Simon, S. Rebellato, & C Shoreman presenting.

Dr. Gardner and C. Shoreman positioned the briefing note and the next steps required. On October 17, 2018 the Cannabis Legislation will come into law.

As legalization of cannabis in Canada is new and evolving, SMDHU will need to adapt to a potential increase in demand of resources and collaboration across program areas to address the needs within Simcoe Muskoka. Health unit programs are involved in a range of cannabis-related activities, including the development of SMDHU's municipal election primer, cannabis key messages staff education, resources for school boards and staff, content on SMDHU website, and promoting the Canada's Lower-Risk Cannabis Use Guidelines (LRCUG) [12](#) and other best practice educational resources. A cannabis communications and awareness campaign for 2018 and 2019 is being created to mitigate the health impacts of cannabis legalization amongst Simcoe Muskoka adults and youth. In addition, staff have been members of local and provincial committees. ISMP has had ongoing consultations with Tobacco-Free Living program staff as relates to the health impacts of smoked and vaped cannabis, smoking cessation, and harm reduction (i.e. LRCUG, drifting smoke in multi-unit dwellings and enforcement issues). Opportunities for additional collaboration include community advocacy, youth engagement and partnering between health promotion and enforcement staff on public education and complaints.

It was noted Dr. Gardner and S. Warnock have met with four Simcoe Muskoka MPPs to date and presented the health unit's position on this issue and were well received.

Dr. Gardner plans to meet with Councils of the four obligated municipalities in the near future. The health unit will reach out to the Simcoe Muskoka municipalities with a guidance document that will assist them with health considerations for their cannabis-retailing decision making.

Motion Amendment – add - copy Simcoe Muskoka MPPs and local police services.

**Motion 6.1**

**MOVED BY** P. Willmott

**SECONDED BY** B. Ward

THAT the Board of Health receive this briefing note for information.

AND FURTHERMORE THAT the Board of Health support SMDHU staff to create a guidance document for municipalities, regarding health considerations for their cannabis-retailing decision making, and to reach out to municipalities and local police forces accordingly.

AND FURTHERMORE THAT the Board of Health write to the Ontario Ministers of Health and Long-Term Care, of Finance, and of Children, Community and Social Services, Simcoe Muskoka MPPs, as well as the Ontario Legalization of Cannabis Secretariat, regarding incorporating public health approaches into the new cannabis retail framework.

**CARRIED AS AMENDED**

## **7. New Business**

### **7.1 10:00 - Finance Items**

#### **a. 2018 Budget**

- a. Year to Date Financial Report for the Period Ending June 30, 2018. Briefing Note. C. Gardner & S. Horney presenting.

Year to date revenues and expenditures were presented against the 2018 Board approved budget and 2018 approved grant along with revenue and expenditure projections to year-end (December 31, 2018 for those programs with a calendar year-end and to March 31, 2019 for a small number of initiatives operating on a fiscal year-end).

An overview of the funds and year-to-date budget including details regarding the services that have been purchased was delivered by S. Horney.

#### **Motion 7.1.a.a**

**MOVED BY P. Willmott**

**SECONDED BY T. Ambeau**

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

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

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

**CARRIED**

b. 2019 Budget

- a. 2019 Board Deliberations Schedule. Briefing Note. C. Gardner & S. Horney presenting.

C. Gardner provided an overview of the 2019 Board deliberation schedule.

The proposed approach and schedule for the 2019 budget deliberations was developed to provide maximum opportunity for Board of Health discussion and direction within the constraints of the grant submission timelines dictated by the MOHLTC grant request process. As part of budget planning for 2019 Program Budgeting and Marginal Analysis (PBMA) will be used to inform resource allocation.

Recognizing the possibility of significant transition in Board membership due to the Municipal election taking place in mid-October management is recommending that an additional Budget Deliberation meeting for the new Board be scheduled in early February. The budget must be approved by the Board of Health at the February 2019 meeting in order to prepare and submit the grant request to the province by March 1, 2019.

**Motion 7.1.b.a**

**MOVED BY S. Kinsella**

**SECONDED BY T. Ambeau**

THAT the Board of Health receive the 2019 Budget Deliberations briefing note for information and consideration.

**CARRIED**

- b. Program Budgeting Marginal Analysis (PBMA) Criteria. Briefing Note. C. Gardner, B. Guarda & L. Webel-Edgar presenting.

L. Webel-Edgar positioned the briefing note. Program budgeting and marginal analysis (PBMA) is the method used to assist with resource prioritization and allocation decisions

at Simcoe Muskoka District Health Unit (SMDHU). Standardized criteria with associated weights are used to assess the impact of submitted PBMA proposals. The criteria used in the first 2 years of PBMA at SMDHU required updating in order to reflect new requirements of the 2018 release of the *Ontario Public Health Standards: Requirements for Programs, Services, and Accountability* and the upcoming 2019-2021 SMDHU strategic plan (see [Appendix A](#)).

**Motion 7.1.b.b**

**MOVED BY** S. Kinsella

**SECONDED BY** B. Ward

THAT the Board of Health receive this briefing note for information.

AND FURTHERMORE THAT the Board of Health review and approve the PBMA draft criteria and weighting developed by the Executive Committee.

**CARRIED**

## **8. Business Arising**

- 8.1 10:30 - Strategic Plan Consultation. Briefing Note. K. Ellis-Scharfenberg and P. Willmott presenting.

The strategic priorities, goals, objectives and indicators were reviewed. The Board agreed with the mission statement that was noted in red. The strategic plan has three priorities, Relationships, Public Health Standards and Accountability and Governance. The three priorities were reviewed.

The Board would like us to enhance our relationship with indigenous communities as part of the community relationship focus. The health unit will also work on a communication strategy regarding health unit branding activity.

The Board will consider the establishment of short term and long term sub-committees to assist with additional demands.

P. Willmott congratulated staff for an excellent process with the Strategic Planning Committee. The committee will return to the Board with a final document at the October meeting.

**Motion 8.1**

**MOVED BY** S. Kinsella

**SECONDED BY** B. Ward

THAT the Board of Health members participate in a brief consultation about the proposed *Strategic Priorities, Goals, Objectives and Indicators (Appendix A)*.

**CARRIED**

**9. 11:20 - In Camera**

9.1 11:10 - Legal Issue

9.2 11:20 - Personnel Issue

9.3 11:30 - Finance Item

**Motion 1.0**

**MOVED BY** B. Ward

**SECONDED BY** A. Dubeau

That the Board of Health move to In-Camera session.

**CARRIED**

**Motion 1.0**

**MOVED BY** B. Ward

**SECONDED BY** A. Dubeau

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

**CARRIED**

**Motion 1.2**

**MOVED BY** A. Dubeau

**SECONDED BY** B. Ward

THAT the Board of Health write to the Minister of Health and Long-Term Care requesting that the three provincial appointees seeking re-appointment be appointed for another period of three years to achieve Board membership continuity.

**CARRIED**

**Motion 1.3**

**MOVED BY** S. Kinsella

**SECONDED BY** A. Dubeau

Motion amendment: Remove 3.4 from By-Law No. 1.

THAT the Board of Health deems bylaw Simcoe Muskoka District Health Unit By-Law No. 1 to have been read a first, second and third time and finally passed on this date.

AND FURTHERMORE THAT the Board of Health accept the Meeting Transparency and Confidentiality Policy and the Remote Participation by Directors Policy as presented.

AND FURTHERMORE THAT the Board of Health support the extension of the contract with Borden Ladner Gervais for the development of the remaining Board policies, in keeping with the proposal in Appendix B.

**CARRIED AS AMENDED**

**10. Items of Education**

- 10.1 11:50 - Healthy, 10-Minute Neighbourhoods Conference Report. May 14-18, 2018. S. Cairns.

S. Cairns gave an overview of the conference which focussed on walkable communities and healthy neighbourhoods. The pre-conference walk demonstrated how the path taken was not user friendly at all and made participants aware of how to improve communities and ensure that all areas are accessible to everyone.

The Chair thanked S. Cairns for attending.

- 10.2 SAVE THE DATE - 2018 Staff Education Days, October 29 & 30, 2018 at Geneva Park, Orillia. (Each staff member only attends one of the two days.)

**11. Items of Information**

- 11.1 A Public Health Approach to Drug Policy Reform

- a. Letter from Scott Warnock, Chair, Board of Health for the Simcoe Muskoka District Health Unit  
to the Honourable Ginette Petitpas Taylor, Minister of Health for Canada and the Honourable Jody Wilson-Raybould, Minister of Justice and Attorney General of Canada.
- b. Letter from Julie Lavertu, Toronto Board of Health to Interested parties.

#### 11.2 Universal Pharmacare

- a. Letter from Scott Warnock, Chair, Board of Health for the Simcoe Muskoka District Health Unit  
to the Honourable Petitpas Taylor, Minister of Health for Canada.
- b. Letter from Scott Warnock, Chair, Board of Health for the Simcoe Muskoka District Health Unit  
to the Honourable Christine Elliott, Minister of Health and Long-Term Care.

#### 11.3 Delay of Implementation of the Smoke-Free Ontario Act, 2017

- a. Letter from Scott Warnock, Chair, Board of Health for the Simcoe Muskoka District Health Unit  
to the Honourable Christine Elliott, Minister of Health and Long-Term Care.
- b. Letter from Carman Kidd, Chair, Board of Health for the Timiskaming Health Unit  
to the Honourable Christine Elliott, Minister of Health and Long-Term Care.
- c. Letter from Denis Doyle, Chair, Board of Health for the Kingston Frontenac and Lennox & Addington Public Health  
to the Honourable Christine Elliott, Minister of Health and Long-Term Care.
- d. Letter from Rene Lapierre, Chair, Board of Health for the Sudbury and Districts Public Health  
to the Honourable Doug Ford, Premier of Ontario.

- e. Letter from Al Barfoot, Chair, Board of Health for the Grey Bruce Health Unit  
to the Honourable Doug Ford, Premier of Ontario.
- f. Letter from Gary McNamara, Chair, Board of Health for the Windsor-Essex County Health Unit  
to the Honourable Doug Ford, Premier of Ontario.
- g. Letter and attachment from Joe Faas, Chair, Board of Health for the Chatham-Kent Health Unit  
to the Honourable Doug Ford, Premier of Ontario.
- h. Letter from Joanne Vanderheyden, Chair, Middlesex-London Board of Health  
to the Honourable Christine Elliott, Minister of Health and Long-Term Care and Deputy Premier.

#### 11.4 Ontario Basic Income Pilot Program Project Cancellation

- a. Letter from Scott Warnock, Chair, Simcoe Muskoka District Health Unit Board of Health  
to the Honourable Minister Lisa MacLeod, Minister of Children, Community and Social Services.
- b. Letter from Carman Kidd, Chair, Timiskaming Health Unit Board of Health  
to the Honourable Doug Ford, Premier of Ontario, Honourable Lisa MacLeod, Minister of Children, Community and Social Services and the Honourable Christine Elliott, Minister of Health and Long-Term Care
- c. Letter from Councillor Henry Clarke, Chair, Board of Health for Peterborough Public Health  
to the Honourable Lisa MacLeod, Minister of Children, Community and Social Services.
- d. Letter from Rene Lapierre, Chair, Board of Health for Sudbury & District Public Health  
to the Honourable Doug Ford, Premier of Ontario, Honourable Lisa MacLeod, Minister of Children, Community and Social Services and

the Honourable Christine Elliott, Minister of Health and Long-Term Care.

- e. Letter from Dr. Robert Kyle, aPHa President  
to the Honourable Lisa MacLeod, Minister of Children, Community and Social Services.
- f. Letter from A. Lynn Noseworthy, Medical Officer of Health, Haliburton, Kawartha, Pine Ridge District Health Unit  
to the Honourable Lisa MacLeod, Minister of Children, Community and Social Services.
- g. Letter from James Chirico, Medical Officer of Health/Executive Officer and Nancy Jacko, Chairperson, Board of Health, North Bay Parry Sound Health Unit  
to the Honourable Doug Ford, Premier of Ontario and the Honourable Lisa MacLeod, Minister of Children, Community and Social Services.
- h. Letter from Anne Warren, Chair, Leeds, Grenville and Lanark District Health Unit  
to The Honourable Doug Ford, Premier of Ontario, the Honourable Lisa MacLeod, Minister of Children, Community and Social Services and the Honourable Christine Elliott, Minister of Health and Long-Term Care.
- i. Letter from Tyler Hessen, Chair, Huron County Board of Health  
to the Honourable Doug Ford, Premier of Ontario.

#### 11.5 Dedicated Funding for Local Public Health Agencies from Cannabis Sales Taxation Revenue

- a. Letter from Hazel Lynn, Acting Medical Officer of Health, Grey Bruce Health Unit.  
to Premier-Elect Doug Ford.
- b. Letter from Joanne Vanderheyden, Chair, Middlesex-London Health Unit  
to Premier Doug Ford.

#### 11.6 Toronto Overdose Action Plan: Stats Report 2018

Email from Toronto Public Health to Interested Parties.

11.7 Supervised Consumption Facilities (SCF)

Letter from Robert Kyle, aPHa President, Dr. Chris Mackie, Chair, Council of Ontario Medical Officers of Health and Trudy Sachowski, Chair, Boards of Health Section to the Honourable Christine Elliott, Minister of Health and Long-Term Care.

11.8 Youth Exposure to Smoking in Movies

Letter from Hazel Lynn, Acting Medical Officer of Health, Grey Bruce Health Unit to the Ontario Film Review Board.

11.9 Recommendation/Resolution Report - Oral Health Report Update 2018

Letter from Hazel Lynn, Acting Medical Officer of Health, Grey Bruce Health Unit to the Windsor-Essex County Health Unit.

11.10 Mandatory Food Literacy Curriculum in Ontario Schools

a. Letter from Hazel Lynn, Acting Medical Officer of Health, Grey Bruce Health Unit

to the Honourable Indira Naidoo-Harris, Provincial Minister of Education/Minister Responsible for Early Years and Child Care .

b. Letter from Councillor Henry Clarke, Chair, Board of Health for Peterborough Public Health

to the Honourable Christine Elliott, Deputy Premier, Minister of Health and Long-Term Care and the Honourable Lisa M. Thompson, Minister of Education.

11.11 Student Nutrition Program: Impact of Municipal Plan 2013-2018

Letter from Julie Lavertu, Secretary, Board of Health for Toronto Public Health to Interested Parties.

11.12 Temiskaming Health Unit 2017 Annual Report

11.13 Peterborough Public Health 2017 Annual Report

11.14 Sudbury & District Public Health 2017 Annual Report

11.15 Hastings Prince Edward Public Health

11.16 Haliburton, Kawartha, Pine Ridge District Health Unit Annual Report

11.17 aPHa June 2018 Conference Proceedings

11.18 aPHa Information Break July 24, 2018

11.19 aPHa Information Break August 31, 2018

11.20 Policy Framework on Medical Officer of Health Appointments, Reporting and Compensation.

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

Wednesday, October 17, 2018 Barrie Office

Wednesday, November 21, 2018 Barrie Office

**13. Adjournment**

The meeting was adjourned at 12:36 pm.

**MOVED BY** B. Ward

**SECONDED BY** E. Saul

THAT the Board of Health meeting be adjourned at 12:36 pm.

**CARRIED**

**ORIGINAL SIGNED BY**

Scott Warnock

Chair, Board of Health

**ORIGINAL SIGNED BY**

Dr. Charles Gardner

Medical Officer of Health