



A meeting of the Board of Health for Oxford Elgin St. Thomas Health Unit was held on Thursday, June 27, 2024 commencing at 1:00 p.m.

PRESENT:

Ms. C. Agar	Board Member
Mr. J. Couckuyt	Board Member
Ms. B. Martin	Board Member (Chair)
Mr. S. Molnar	Board Member
Mr. M. Peterson	Board Member
Mr. L. Rowden	Board Member
Mr. M. Ryan	Board Member
Mr. D. Shinedling	Board Member
Mr. D. Warden	Board Member
Ms. C. St. John	Chief Executive Officer (ex officio)
Dr. N. Tran	Medical Officer of Health (ex officio)
Ms. W. Lee	Executive Assistant

GUESTS:

Ms. J. Gordon	Administrative Assistant
Mr. P. Heywood	Program Director
Ms. S. Maclsaac	Program Director
Mr. D. McDonald	Director, Corporate Services and Human Resources
Ms. M. Nusink	Director, Finance
Ms. C. Richards	Manager, Foundational Standards
Ms. N. Rowe*	Manager, Communications
Mr. Y. Santos	Manager, Information Technology
Mr. D. Smith	Program Director

MEDIA:

Mr. R. Perry*	Aylmer Express
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**represents virtual participation*

REGRETS:

Mr. J. Herbert	Board Member
Mr. G. Jones	Board Member (Vice-Chair)
Mr. D. Mayberry	Board Member
Mr. J. Preston	Board Member

**REMINDER OF DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
WHEN ITEM ARISES**

1.1 CALL TO ORDER, RECOGNITION OF QUORUM

The meeting was called to order at 1:00 p.m.

AGENDA

Resolution # (2024-BOH-0627-1.2)

Moved by M. Ryan

Seconded by M. Peterson

That the agenda for the Southwestern Public Health Board of Health meeting for June 27, 2024 be approved.

Carried.

1.3 Reminder to disclose Pecuniary Interest and the General Nature Thereof when the Item Arises, including any related to a previous meeting that a member may not have been in attendance for.

1.4 Reminder that meetings are recorded for minute-taking purposes.

2.0 APPROVAL OF MINUTES

Resolution # (2024-BOH-0627-2.1)

Moved by M. Peterson

Seconded by D. Warden

That the minutes for the Southwestern Public Health Board of Health meeting for May 23, 2024 be approved.

Carried.

3.0 CONSENT AGENDA

Resolution # (2024-BOH-0627-3.1-3.2)

Moved by L. Rowden

Seconded by D. Warden

That the Board of Health for Southwestern Public Health receive and file consent agenda items 3.1 -3.2.

Carried.

4.0 CORRESPONDENCE RECEIVED REQUIRING ACTION

C. St. John discussed the City of Woodstock's correspondence addressing Ontario's proposal to phase out free water testing for private wells. She recommended sending a letter supporting Woodstock's position, emphasizing that removing free water testing would likely reduce participation and citing the May 2000 Walkerton tragedy to highlight its importance. M. Ryan noted that while testing would still be available, the costs might shift to healthcare services. C. St. John acknowledged that the letter would emphasize public health's perspective.

Resolution # (2024-BOH-0627-4.1)

Moved by M. Ryan

Seconded by D. Warden

That the Board of Health for Southwestern Public Health support correspondence 4.1 Phasing Out Free Water Testing for Private Wells Resolution.

Carried.

AGENDA ITEMS FOR INFORMATION.DISCUSSION.DECISION

5.1 Medical Officer of Health Report for June 27, 2024.

Dr. N. Tran reviewed his report.

S. Molnar inquired if the CTS (Consumption and Treatment Services) needs to be funded by a specific municipality. Dr. N. Tran responded that funding can come from any area, but the application must demonstrate safe and guaranteed funding. S. Molnar asked if this option was feasible, and Dr. N. Tran confirmed that the process is similar to the CTS application and could be pursued concurrently, though a separate funding source is necessary.

L. Rowden inquired if the federal government would support a single site. Dr. N. Tran explained that the provincial model requires community endorsement, while the federal model only requires a secured funding source to demonstrate to Health Canada that the site can operate effectively and safely. L. Rowden noted that private funding would need to cover staff, a building, and physician support, which would require a substantial budget. Dr. N. Tran added that there are various operational UPHNs (Urgent Public Health Needs sites) with costs reflecting their scope, from small to large. M. Ryan encouraged exploring alternatives suggested in Dr. N. Tran's report.

Resolution # (2024-BOH-0627-5.1-3.1)

Moved by M. Ryan

Seconded by M. Peterson

That the Board of Health for Southwestern Public Health accept the Medical Officer of Health's Report for June 27, 2024.

Carried.

5.2 Governance Standing Committee Report

S. Molnar reviewed the report on behalf of Governance Standing Committee (GSC) Chair G. Jones who expressed his regrets.

S. Molnar noted the positive experience of the committee meeting and appreciated the orderly presentation of the substantial amount of material. M. Peterson expressed that, as a new BOH member, he appreciated reviewing the BOH policies and procedures and found it very informative.

Resolution # (2024-BOH-0627-5.2.1)

Moved by S. Molnar

Seconded by M. Peterson

That the Board of Health for Southwestern Public Health approve the following updated bylaws, polices and procedures as presented:

1. Bylaws No. 1 – No. 3
2. BOH-FIN 010 Reserve Fund Draft
3. BOH-FIN-020 Remuneration & Expenses
4. BOH-FIN-030 Budgets
5. BOH-FIN-040 Banking and Financing
6. BOH-FIN-050 Board Member Allowable Expenses (Conferences, etc.)
7. BOH-Gov-010 Conflict of Interest
8. BOH-Gov-020 Oath of Conduct and Confidentiality
9. BOH-Gov-030 Delegation of Powers and Duties
10. BOH-Gov-040 Recording of BOH Meetings
11. BOH-Gov-050 Accountability and Transparency
12. BOH-Gov-060 Terms for Election of Officers
13. BOH-Gov-070 Board Members Orientation
14. BOH-Gov-080 Order in Council Provincial Representatives
15. BOH-HR-030 CEO and MOH Performance Appraisals
16. BOH-HR-050 In Memoriam Acknowledgement
17. BOH-PM-010 Policy Adherence and Policy Development

Carried.

D. Shinedling and L. Rowden excused themselves from the discussion at 1:35 p.m. due to conflicts related to the following discussion regarding their provincial appointments. It was confirmed that quorum remained for this item.

B. Martin noted that the Board of Health (BOH) has the authority to make the final decision on endorsing or not endorsing the Order in Council (OIC) provincial appointments as recommended by the GSC. It was noted a lack of endorsement could still result in an appointment by the province.

D. Warden referenced BOH letters sent in July 2023 recommending his and L. Rowden's reappointments and expressed concerns about the BOH's limited role in the appointment process. He highlighted the need for policy review, emphasizing that the BOH cannot remove an OIC appointment and pointing out inconsistencies in the appointment process, particularly regarding the new appointments introduced in September 2023 and January 2024 without following the previous protocol as set by SWPH policy.

C. St. John clarified that current legislation allows the province to appoint up to seven members to SWPH's Board and that during the formation of SWPH, there was only one provincial appointment prior to merging and it was not associated with an ask from the existing Board of Health (at that time Elgin St. Thomas Public Health) She explained that post-merger, the need for additional provincial appointments was identified, and candidates were interviewed by the GSC, including D. Warden. The GSC recommended and the BOH endorsed appointments based on a skills matrix, but the province is not obliged to follow SWPH's process.

M. Ryan noted that despite the province's ability to appoint without BOH input, SWPH should still confidently voice its perspective. S. Molnar added that having the government involved to appoint OICs is positive. J. Couckuyt inquired if the legislation recognizes any role for the BOH in OIC appointments, and it was indicated that there is no such role.

Resolution # (2024-BOH-0627-5.2.3)

Moved by M. Ryan

Seconded by M. Peterson

That the Board of Health for Southwestern Public Health endorse the re-appointments of L. Rowden and D. Shinedling given their contributions to the Board of Health and to their communities thus far and further, that those endorsements be shared with the Public Appointment Secretariat for their consideration.

Carried.

D. Shinedling and L. Rowden returned to the room after the motion was carried; neither member cast a vote for this resolution.

Resolution # (2024-BOH-0627-5.2)

Moved by S. Molnar

Seconded by D. Warden

That the Board of Health for Southwestern Public Health accept the Governance Standing Committee Report for June 27, 2024.

Carried.

5.3 Chief Executive Officer's Report

C. St. John reviewed her report.

J. Couckuyt inquired about the official minority languages and was informed by D. Smith that Health Canada had not yet responded to the inquiry. C. St. John added that the Low-German language would be missed in the census because it is not offered as an option in the languages list.

J. Couckuyt commented on the school survey, expressing disappointment that only half of the administrators considered the school nurse as involved in the school community. C. St. John acknowledged this and noted that SWPH will continue encouraging more engagement in schools. S. Molnar asked about the turnover of school nurses and if it affected their involvement. C. St. John clarified that priority schools have an assigned nurse to build trust and familiarity. She also noted that long gone are the days when every school in a public health region had an assigned public health nurse onsite several days a week.

S. Molnar inquired about public health's stance on roadside stands and S. MacIsaac responded that there was low concern for vendors selling fresh fruits and vegetables.

C. St. John informed the board that work was underway to develop SWPH's strategic plan, which would consider community partners and align with the new Ontario Public Health Standards.

M. Peterson inquired about the Association of Municipalities of Ontario (AMO) conference and offered support for the Planet Youth delegation from the BOH members. C. St. John would determine if further assistance was needed. S. Molnar recommended requesting a longer and more direct meeting with the ministers after the AMO delegation, given the allotted meeting time is only 15 minutes.

B. Martin commended P. Heywood's presentation of SWPH's resolutions at the Association of Local Public Health Agencies (ALPHA) annual general meeting and expressed appreciation for his contribution. D. Warden congratulated B. Martin on her appointment to the ALPHA Executive Board, which was met with applause from the BOH.

Resolution # (2024-BOH-0627-5.3-2.1)

Moved by S. Molnar

Seconded by C. Agar

That the Board of Health approve the audited financial statements for the Healthy Babies Healthy Children Program and the Pre and Post Natal Nurse Practitioner program for the period ending March 31, 2024 and that the Board of Health approve the signing of the Engagement Letter.

Carried.

Resolution # (2024-BOH-0627-5.3-2.2)

Moved by M. Ryan

Seconded by D. Warden

That the Board of Health for Southwestern Public Health ratify the Board of Health Chair and CEO's signing of the 2023 program-based grants annual reconciliation report as noted.

Carried.

Resolution # (2024-BOH-0627-5.3)

Moved by J. Couckuyt

Seconded by M. Peterson

That the Board of Health accept the Chief Executive Officer's report for June 27, 2024.

Carried.

6.0 NEW BUSINESS

7.0 TO CLOSED SESSION

Resolution # (2024-BOH-0627-C7)

Moved by D. Warden

Seconded by L. Rowden

That the Board of Health move to closed session in order to consider one or more the following as outlined in the Ontario Municipal Act:

- (a) the security of the property of the municipality or local board;
- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;
- (h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- (j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

Other Criteria:

- (a) a request under the *Municipal Freedom of Information and Protection of Privacy Act*, if the council, board, commission or other body is the head of an institution for the purposes of that Act; or
- (b) an ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, an Ombudsman referred to in subsection 223.13 (1) of this Act, or the investigator referred to in subsection 239.2 (1). 2014, c. 13, Sched. 9, s. 22.

Carried.

8.0 RISING AND REPORTING OF CLOSED SESSION

Resolution # (2024-BOH-0627-C8)

Moved by D. Warden
Seconded by C. Agar

That the Board of Health rise with a report.

Carried.

Resolution # (2024-BOH-0627-C3.1)

Moved by M. Ryan
Seconded by M. Peterson

That the Board of Health for Southwestern Public Health accept the Chief Executive Officer’s Report for June 27, 2024.

Carried.

9.0 FUTURE MEETING & EVENTS

B. Martin noted that she has seen BOH members and staff out in the community for events such as Pride Week and local and staff events, and thanked the group for their participation, engagement, and support.

10.0 ADJOURNMENT

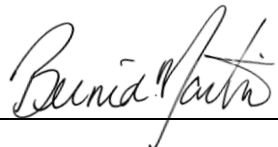
The meeting adjourned at 2:40 p.m.

Resolution # (2024-BOH-0627-10)

Moved by M. Ryan
Seconded by M. Peterson

That the meeting adjourns to meet again on Thursday, September 26, 2024, at 1:00 p.m. or earlier at the call of the Chair.

Carried.

Confirmed:  _____